

San Bernardino Community College District
Regular Meeting of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, March 14, 2013 – 4:00 p.m. – Board Room
THE PUBLIC MEETING WILL BEGIN IMMEDIATELY
AFTER THE CLOSED SESSION

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
3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
4. CONVENE CLOSED SESSION
5. RECONVENE PUBLIC MEETING
6. REPORT OF ACTION IN CLOSED SESSION
7. BOARD COMMITTEE ON POLICIES AND PROCEDURES

Consideration of Approval to Appoint Trustees to a Board
Committee to Review and Update Board Related Policies
and Procedures 2000-2270
8. INSTITUTIONAL PRESENTATIONS
Student Testimonial - SBVC
9. 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 reflect 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.

10. APPROVAL OF MINUTES

- A. February 21, 2013 (p.1)
- B. February 28, 2013 (p.4)

11. REPORTS

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

12. 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.10)
- 2. Consideration of Approval of Curriculum – CHC (p.16)

B. HUMAN RESOURCES

- 1. Consideration of Approval of Classified Employees (p.62)
- 2. Consideration of Approval of Tuition Reimbursement for Confidential Employee (p.64)
- 3. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees (p.65)
- 4. Consideration of Approval of Adjunct and Substitute Academic Employees (p.70)
- 5. Consideration of Approval of Non-Instructional Pay (p.72)
- 6. Consideration of Approval of Assistant Coaches (p.76)

7. Consideration of Approval to Grant Tenure (p.77)
8. Consideration of Approval of One and Two-Year Contracts for Academic Employees (p.78)
9. Consideration of Approval of Unpaid Leave of Absence for Academic Employee (p.80)
10. Consideration of Approval of Sabbatical Leaves for the 2013-2014 Academic Year (p.81)
11. Consideration of Approval of Revised Management Job Descriptions (p.82)
12. Consideration of Approval of District Volunteers (p.95)

C. FISCAL SERVICES

1. Consideration of Approval of Routine Contracts and Agreements (p.102)
2. Consideration of Approval of Budget Adjustments (p.119)
3. Consideration of Approval of Conference Attendance (p.128)
4. Consideration of Approval of District/College Expenses (p.138)
5. Consideration of Approval to Accept Donation – SBVC (p.149)
6. Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale (p.150)
7. Consideration of Approval of Surplus Property and Authorize Donation to Victor Valley Unified High School District (p.152)
8. Consideration of Approval of Individual Memberships (p.153)

13. ACTION AGENDA

A. INSTRUCTIONAL/STUDENT SERVICES

B. HUMAN RESOURCES

1. Consideration of Approval to Accept Academic Retirements (p.155)
2. Consideration of Approval to Accept Management Retirement (p.156)
3. Consideration of Approval of Presentation of the SBCCDTA/NEA Initial Proposal to the District for 7/1/13-6/30/14 (p.157)

C. FISCAL SERVICES

1. Consideration of Approval of Bond Measure M Construction Change Orders and Contract Amendments (p.160)
2. Consideration of Approval of Bond Measure P Construction Change Orders and Contract Amendments (p.168)
3. Consideration of Approval of Amendment 001 to the P2S Engineering Contract (p.173)
4. Consideration of Approval of Amendment 004 to the Steinberg Architects Contract (p.179)
5. Consideration of Approval of Amendment 006 to the DLR Group WWCOT Contract (p.185)

6. Consideration of Approval of Contract with Dalke and Sons Construction, Inc. (p.189)
7. Consideration of Approval of Contract with RDM Electric Company, Inc. (p.194)
8. Consideration of Approval of Income Contract with Pepsi Beverages Company (p.199)
9. Consideration of Approval of Board Directives for the 2013-2014 Budget (p.200)
10. Consideration of Approval to Adopt Resolution in Support of a Latino Education and Advocacy Week in March 2013 (p.202)

14. INFORMATION ITEMS

- A. Summary of Bond Measure M Capital Improvement Program Change Orders and Amendments for Construction Contracts (p.204)
- B. Summary of Bond Measure P Capital Improvement Program Change Orders and Amendments for Construction Contracts (p.218)
- C. Budget Report (p.236)
- D. Purchase Order Report (p.277)
- E. General Fund Cash Flow Analysis (p.288)
- F. Quarterly Financial Status Report (p.290)
- G. Quarterly Investment Report (p.294)
- H. Clery Act Compliance Report (p.296)
- I. Administrative Procedure – 2260 Conflict of Interest (p.298)
- J. Applause Cards (p.301)

15. 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
16. ADJOURN – The next regular meeting of the Board of Trustees will be Thursday, March 28, 2013.

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

Minutes of the Special Meeting of the Board of Trustees
Thursday, February 21, 2013 – 9:00 p.m. – Board Room

1. CALL TO ORDER

Dr. Singer called the meeting to order at 9:00 a.m.

Members Present:

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

Members Absent:

Ferny Arana Garcia, SBVC

Administrators Present:

Bruce Baron, Chancellor

Administrators Absent:

Charlie Ng, Vice Chancellor Fiscal Services
Tanya Rogers, Interim Vice Chancellor Human Resources
Dr. Cheryl Marshall, President, CHC
Dr. Glen Kuck, Interim President, SBVC

2. PLEDGE OF ALLEGIANCE

Mrs. Harrison led the Pledge of Allegiance.

3. PUBLIC COMMENT

None.

Dr. Singer reported that the Association of Community College Trustees and the Student Success Initiatives at the University of Texas at Austin, with support from the Community College League of California, is inviting trustees and CEOs in California to participate in the Governance Institute for Student Success at Long Beach City College on Sunday, April 7 and Monday, April 8. Dr. Singer said ACCT was requesting a team of four Board members from our district.

Chancellor Baron will follow up on this request because the colleges have developed their own plans and programs for student success. Mrs. Harrison asked about the status of the Board's conference and travel budget. Ms. Ferracone asked for a copy of the Board's budget.

4. BOARD WORKSHOP

Bill McGinnis, consultant with the Community College League of California, presented a Board workshop focusing on teamwork.

The trustees had intense discussions about the importance of communication, their roles and their voices in the community, evaluating board performance, board goals and objectives, ethics, closed session and public comment issues, trust, ethics and candor, financial responsibility, CEO support, and policies and procedures..

Student success was discussed in depth. The presenter stressed that data reports need to be created that are meaningful and connected to goals and standards. The colleges need to decide what they need to achieve student success. He encouraged everyone to read and gather data on how they can improve student success.

5. ANNOUNCEMENT OF CLOSED SESSION ITEMS

EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
Government Code 54957.6(f)

6. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

Sergio Mendoza, SBVC student, urged the Board to retain the services of the Director of Grants and Development at SBVC.

7. CONVENE CLOSED SESSION

The Board convened to closed session at 1:05 p.m.

8. RECONVENE PUBLIC MEETING

Dr. Singer reconvened the public meeting at 2:50 p.m.

9. REPORT OF ACTION IN CLOSED SESSION

None.

10. ADJOURN

Dr. Singer adjourned the meeting at 2:50 p.m.

Donna Ferracone, Clerk
San Bernardino Community College District
Board of Trustees

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

Minutes of the Regular Meeting of the Board of Trustees
Thursday, February 28, 2013 – 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
Joseph Williams
Nickolas W. Zoumbos

Members Absent:

Kyle Hundley, Student Trustee, CHC
Ferny Arana Garcia, SBVC

Administrators Present:

Bruce Baron, Chancellor

Administrators Absent:

Charlie Ng, Vice Chancellor Fiscal Services
Tanya Rogers, Interim Vice Chancellor Human Resources
Dr. Cheryl Marshall, President, CHC
Dr. Glen Kuck, Interim President, SBVC

2. PLEDGE OF ALLEGIANCE

Mr. Longville led the Pledge of Allegiance.

3. OATH OF OFFICE TO NEWLY APPOINTED TRUSTEE

Dr. Singer gave the Oath of Office to newly appointed trustee Joseph Williams.

4. ANNOUNCEMENT OF CLOSED SESSION ITEMS

EMPLOYEE DISCIPLINE/DISMISSAL RELEASE
Government Code 54967

5. PUBLIC COMMENT ON CLOSED SESSION ITEMS

On behalf of the Management Association, Dr. Ed Millican urged the Board to reconsider issuing the March 15 notices to district and college managers. He said the Management Association will continue to voice its concerns through the proper channels.

6. CONVENE CLOSED SESSION

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

7. RECONVENE PUBLIC MEETING

Dr. Singer reconvened the public meeting at 4:40 p.m.

9. REPORT OF ACTION IN CLOSED SESSION

Ms. Ferracone moved Dr. Henry seconded, and the Board members voted as follows to issue Notices of Non-Renewal of Administrator Employment Contracts, pursuant to Education Code Section 72411, for the 2012-2013 academic years to the following employees:

5 Directors
1 Dean
1 Associate Dean
2 Supervisors
1 Production Manager
1 Chief Engineer

AYES: Ferracone, Henry, Longville, Singer

NOES: Harrison

ABSENT: None

ABSTENTIONS: Williams, Zoumbos

10. PUBLIC COMMENT

None.

11. INSTITUTIONAL PRESENTATION – CURRICULUM UPDATE

Dr. Haragewen Kinde, Interim Vice President of Instruction, presented an overview of the curriculum committee and its function. Leticia Hector, faculty member, introduced the trustees to the course content review process for new courses or for current courses due in the review cycle. Courses are ultimately approved, recommended for modifications and approved, or denied approval. Approved courses are forwarded to the Board of Trustees.

Ms. Hector talked about Senate Bill 1440 which authorizes California community colleges to create associated degrees for transfer that would guarantee students admission into the CSU system. In response to SB 1440, the Academic Senate for CCC and CSU developed a faculty-led, statewide effort to identify the course content for new Associate Degrees for Transfer.

CurricUNET is the electronic version of the approval process and was acquired by SBCCD in 2006. SBVC developed their unique curriculum management processes and further developed the system to maintain local repository and content.

Dr. Kinde talked about the credits that can be completed by taking on-line courses. SBVC currently has 20 certificate programs which can be completed on-line. Fifteen Associate Degrees can also be achieved on-line. Retention and success rate data of on-line courses was presented. Although the data confirms the retention and success rate of on-line classes is not as high as face-to-face classes, retention and success rates have improved.

Dr. Henry asked what the Board could do to help improve the success rate of on-line courses. Dr. Kuck said the Distance Education Council which is made up of faculty and administrators have been doing an analysis of the services we need to provide to on-line students. The DEC is actively looking to close the gap between on-line courses and face-to-face classes.

Ms. Ferracone said some students don't have any idea how to be successful in an on-line class. She would support a course that helps a student learn how to take an on-line course. Dr. Henry agreed, and added she would like to see these figures improve.

Mr. Zoumbos asked how the evaluations of on-line classes compare to evaluations of face-to-face classes. Dr. Kuck said the Tools Committee has developed forms for the different classroom environments. Mr. Zoumbos asked if an instructor is limited to the number of on-line courses. Dr. Kinde said most faculty who teach on-line have at least one face-to-face class.

Joseph Williams asked about the labor market and gainful employment criteria. Dr. Kinde responded the labor market information is looked at and advisory committee minutes are also reviewed. The definition of gainful employment is provided by the state, and it has been implemented in the curriculum process.

Dr. Singer asked what the college is doing about vocational classes which are no longer relevant. Dr. Kinde said that issue is part of the program review process and the emerging needs of our community. She said this dialogue also happens in advisory board meetings. Dr. Kuck said as part of the strategic planning process, we are actively engaging with the Inland Empire Economic Partnership (IEEP) to survey community and business leaders to determine their needs. The college is also engaging the K-12 and the university system to find out where the college fits. The campus is reaching out to local chambers. Mr. Williams suggested the Board take a look at the state's workforce board because they can be a good resource.

Dr. Cheryl Marshall, CHC President, focused on the external drivers, labor market demands and environmental scans that drive the college's curriculum, along with the internal modification that helps focus on student success, creating a well-rounded curriculum. The mission is to advance the education and success of students in a quality learning environment. The vision is to be the premiere community college for public safety and health careers and transfer preparation. Institutional values include creativity, inclusiveness, excellence and learning centeredness.

CHC is working to achieve successful course alignment which means better educational planning for students enrolled in SBVC and CHC. There is a demand from local high schools to provide on-site college courses and specialized programming. CHC and feeder high schools must work collaboratively to ensure alignment in English and math sequences.

In addition to working with chambers and local business groups, the college finds environmental scans to be useful in identifying trends in our service areas. The state chancellor's office and the Center of Excellence data are additional sources that can help make those decisions.

Rebecca Warren-Marlatt, Interim Executive Vice President of Instruction and Student Services, talked about curriculum focal issues. The Transfer Model Curriculum is legislatively compelled. Each college is to adopt a goal of 80% of majors in which there is a TMC by Fall, 2013. The TMC applies to all 60-unit transfer majors. Each college is to have TMCs for 100% of its majors by Fall, 2014. Eleven TMCs have been approved and 5 more are pending state approval.

The course identification numbers system is concomitant with the TMC. Course identification numbers facilitate transfer and articulation of courses between CHC and other institutions and are required for approval of AA-T and AS-T by the state.

Course repeatability was discussed. Students can repeat courses when repetition is necessary to meet major requirements for CSU, US or a Bachelor's degree, for intercollegiate athletics (up to 4 times), and for intercollegiate academic or vocational competition (up to 4 times). Repeatability has been

removed from PE activity courses, fine arts courses, fire and EMS, respiratory and special topic courses.

Research indicates that basic skills students take too many units and take too long to finish. CHC has addressed this issue by rewriting entry level curriculum so students can reach their goal in three semesters rather than four semesters. This is called curricular compression. If the college's results align with the research, positive results are expected. Support services, such as supplemental instruction, are built into this compression process. The Left Lane Project is an example of integrating curriculum with support services.

Dr. Henry asked how CHC was planning to increase its success rate in online courses. Dr. Marshall said instructors have to get better at teaching on-line courses, and the college needs to do better screening of students. Ms. Warren-Marlatt said the college needs to look carefully at courses that they don't want to deliver on-line. Most on-line courses at CHC are capped at 35 students. Success rate is defined as a grade of C or better.

The college is taking a proactive stance in K-12 alignment by reaching out to its feeder schools. It is important to get CHC faculty together with K-12 faculty so they can work together on the curriculum.

New facilities impact instruction and the curriculum. CHC has 4 new buildings coming on in the next few years. Renovation projects will be moving forward, also. The college will end up with between 45-60 remodeled rooms and approximately 15 additional rooms with the projects.

Dr. Henry said the presentations were informative and thanked everyone for the information.

12. APPROVAL OF MINUTES

Dr. Henry moved, Ms. Ferracone seconded, and the Board members voted as follows to approve the February 14, 2013 minutes:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Zoumbos,

NOES: None

ABSENT: Garcia (advisory), Hundley (advisory)

ABSTENTIONS: Williams

13. CONSENT AGENDA

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

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

14. ADJOURN

Dr. Singer adjourned the meeting at 6:35 p.m.

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: Dr. Glen Kuck, Interim President, SBVC
PREPARED BY: Dr. Haragewen Kinde, Interim Vice President, Instruction SBVC
DATE: March 14, 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
March 14, 2013

PROGRAM NAME CHANGE

The department of Physical Education (PE) is seeking to change its name to Kinesiology (KIN) to better represent the area of study we currently offer courses in, as well as the future courses, certificates and degrees we will offer.

Many of the larger community colleges, as well as 4-year institutions, have KIN departments and not PE (see below).

- Community Colleges: Mt. San Antonio, Citrus, Riverside, Pasadena, Antelope Valley, College of the Desert
- 4-year institutions: CSUSB, Cal Poly Pomona, Cal State Fullerton, Cal State Long Beach, Cal State Northridge

In addition, the department has met with the faculty chairs for the department of PE at Crafton Hills College. They are in agreement with this name change and are initiating this same change process at their campus.

As our department is currently in the process of creating a KIN TMC, researching potential certificates to offer, updating and creating new courses, now is the time to change our name to better reflect who we are. In addition, the change to KIN would give our department more credibility as well as allow us more freedom in adding new lines of study within the field.

The department has met and/or spoken with all of the full-time faculty members, both here and at Crafton Hills College, and everyone has agreed that the change to KIN is in the best interest of the department and the respective colleges.

The Curriculum Committee unanimously approved the change from Physical Education to Kinesiology.

Effective: FA14

NEW PREFIX

The Electrical/Electronic Department offers one class in OSHA 30 hour Construction Training (ELEC 090). The department is planning to create and offer more OSHA classes, specifically:

- OSHA 30 HOUR GENERAL INDUSTRY
- OSHA 10 HOUR CONSTRUCTION INDUSTRY
- OSHA 10 HOUR GENERAL INDUSTRY

In addition to the students enrolled in the Electronics program, students enrolled in other programs such as Water Supply Technology, Automotive Technology, Welding, and Inspection would find one or more OSHA classes useful for their career. It would be much easier for students to locate the OSHA class if it is listed as OSHA in the schedule and catalog than if it is listed as ELEC.

The division dean, faculty chair, full-time and part-time faculty have met to discuss the proposed new prefix and all are in agreement that this new prefix will benefit students.

The Curriculum Committee unanimously approved the prefix of OSHA.

Effective: FA14

Curriculum Meetings: 02-04-13

Conjoint Meeting: 02-18-13

Board of Trustees Meeting: March 14, 2013

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MODIFY COURSE

COURSE ID	COURSE TITLE
CRMJUS 059	BASIC LAW ENFORCEMENT ACADEMY-LEVEL I OF THE MODULE FORMAT

Course Title: RESERVE LEVEL I OFFICER

Catalog Description: This course is the third module in the Regular Basic Course Modular Format Training sequence. The intensive and disciplined instruction is designed to meet the minimum requirements of a full-time peace officer or level I reserve peace officer in the State of California. The course covers but is not limited to: professional orientation, victimology/crisis intervention, juvenile law, patrol techniques, domestic violence, traffic enforcement, lifetime fitness, defensive tactics and firearms. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES AND STATE SCREENING REQUIREMENTS.**

Schedule Description: This course is the third module in the Regular Basic Course Modular Format Training sequence. The intensive and disciplined instruction is designed to meet the minimum requirements of a full-time peace officer or level I reserve peace officer in the State of California. The course covers but is not limited to: professional orientation, victimology/crisis intervention, juvenile law, patrol techniques, domestic violence, traffic enforcement, lifetime fitness, defensive tactics and firearms. **REGISTRATION IS LIMITED TO STUDENTS WHO HAVE SUCCESSFULLY COMPLETED PROGRAM PREREQUISITES AND STATE SCREENING REQUIREMENTS.**

Rationale: Content review

Effective: FA14

CORRECTION

COURSE ID	COURSE TITLE
GEOL 112	HISTORICAL GEOLOGY

The January Board document contained the following error: **Prerequisites:** GEOL 101 **and** GEOL 111

The correction is as follows: **Prerequisites:** GEOL 101 **or** GEOL 111

Effective: FA13

Curriculum Meetings: 02-04-13

Conjoint Meeting: 02-18-13

Board of Trustees Meeting: March 14, 2013

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Geology A.S. Degree Major

The Geology Associate of Science Degree equips students with a comprehensive understanding of the Earth's history, structure, economic resources, climate, and environment. This degree program meets student needs for: (1) transfer into a geological, environmental, or Earth sciences program at a four-year institution, (2) preparing for a career within the geological sciences or related fields, including energy exploration and development, environmental protection and remediation, hydrology, meteorology, hazard analysis and mitigation, and secondary and higher education, (3) fulfilling the undergraduate general education science requirement, and (4) a better understanding of the integration of natural systems with human-environment interactions within and upon the Earth.

Students who wish to pursue a degree in geology should take GEOL 101 and 111 before enrolling in additional geology courses. GEOL 101 is a prerequisite for most geology courses offered at San Bernardino Valley College and GEOL 111 will give students a more hands-on, in-depth exposure to the geological and Earth sciences. To graduate with a specialization in geology, students must complete the following required courses plus the general breadth requirements for the Associate Degree (total = 60 units)

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

Choose two courses from the following:		Units
GEOL 122	Environmental Geology	3
GEOL 170	Geological History of the Great Basin Province	1
GEOL 201	Mineralogy	4
GEOL 250	Geology of California	3
GEOL 251	Geology of National Parks and Monuments	3
GEOL 260	Introduction to Field Geology	3
GEOL 270	Geology of the Eastern Sierra Nevada	1

Recommended Courses:		Units
BIOL 100	General Biology	4
	or	
BIOL 109	History of Life	4
	or	
BIOL 109H	History of Life - Honors	4
CS 110	Fundamentals of Computer Science	3
CS 190	Programming in C++	4
GEOG 110	Physical Geography	3
GIS 130	Introduction to Geographic Information Systems (GIS)	3
PHYSIC 150A	General Physics for the Life Sciences I	5

Curriculum Meetings: 02-04-13

Conjoint Meeting: 02-18-13

Board of Trustees Meeting: March 14, 2013

	and	
PHYSIC 150B	General Physics for the Life Sciences II	5
	or	
PHYSIC 200	Physics I	6
	and	
PHYSIC 201	Physics II	6

Total Units

28 - 33

Rationale: Content review

Effective: FA14

Curriculum Meetings: 02-04-13

Conjoint Meeting: 02-18-13

Board of Trustees Meeting: March 14, 2013

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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Cheryl A. Marshall, President, CHC
PREPARED BY: Rebeccah Warren-Marlatt, Interim Vice President of Student Services and Instruction, CHC
DATE: March 14, 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
March 14, 2013

NEW COURSES

DIVISION: Business, Economics and Information Technology
DEPARTMENT: Accounting
COURSE ID: ACCT 033
COURSE TITLE: Federal and State Income Tax Preparation
SEMESTER UNIT: 1
LAB: 3 contact hours per week
48 – 54 contact hours per semester
PREREQUISITE: ACCT 032
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Review of the principles and procedures of federal and state income taxation and survey of current-year tax code changes. Preparation of tax returns, emphasizing the individual taxpayer. Volunteer tax assistance is required.

SCHEDULE DESCRIPTION: Review of the principles and procedures of federal and state income taxation and survey of current-year tax code changes. Preparation of tax returns, emphasizing the individual taxpayer. Volunteer tax assistance is required.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Individuals, especially those interested in pursuing a career in business, must possess a basic knowledge of federal and state taxation. This course provides knowledge and skills regarding taxation and tax preparation to business students planning to transfer to a four-year institution; career-technical students in need of continuing education, career advancement or entrepreneurial application; as well as individual taxpayers. Students completing this course will possess the knowledge and skills necessary to pursue further training toward the goal of becoming a certified tax professional.

DIVISION: Business, Economics and Information Technology
DEPARTMENT: Accounting
COURSE ID: ACCT 248ABCD
COURSE TITLE: Special Studies in Accounting
SEMESTER UNIT: 3
INDEPENDENT STUDY: 11.25 contact hours per week
180 – 202.50 contact hours per semester

PREREQUISITE: None

COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: Successful completion of BUSAD 100 and ACCT 208

CATALOG DESCRIPTION: Independent projects for students with a special interest in accounting, emphasizing internship and work-based training opportunities. Projects to be determined jointly by the student and the instructor prior to registration.

SCHEDULE DESCRIPTION: Independent projects for students with a special interest in accounting, emphasizing internship and work-based training opportunities.

Note: Course does not currently equate with SBVC

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Effective: FA13

Rationale: The business world must continuously, efficiently, and effectively manage a set of scarce financial resources to maximize profits. Administrators, supervisors, and managers must have appropriate accounting skills and experiences to manage financial resources in a constantly changing business environment. This course will allow our students to gain exposure and experience in applying their educational experiences in a real-world setting.

DIVISION: Physical and Biological Sciences
DEPARTMENT: Anatomy
COURSE ID: ANAT 259
COURSE TITLE: Advanced Human Cadaver Dissection
SEMESTER UNIT: 1
LAB: 3 contact hours per week
48 – 54 contact hours per semester
PREREQUISITE: ANAT 159
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Advanced human cadaver dissection for students with a special interest in further anatomical studies with opportunities to guide and mentor others.

SCHEDULE DESCRIPTION: Advanced human cadaver dissection for students with a special interest in further anatomical studies with opportunities to guide and mentor others.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Every year a number of students express interest in specialized study in anatomy and physiology. ANAT 259 meets the need for such students who wish to further their experience and understanding in anatomy through cadaver dissection and laboratory preparation of the cadaver for prosection.

DIVISION: Fine Arts
DEPARTMENT: Art
COURSE ID: ART 103
COURSE TITLE: Art Appreciation
SEMESTER UNIT: 3
LECTURE: 3 contact hours per week
48 – 54 contact hours per semester
PREREQUISITE: None
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Introduction to the visual arts from a multicultural perspective, focusing on the technical, conceptual, cultural and historical aspects of art. Overview of vocabulary, design elements and principles, technique and materials, and movements in art. Emphasis on the development of students' visual and aesthetic awareness and literacy.

SCHEDULE DESCRIPTION: Introduction to the visual arts from a multicultural perspective, focusing on the technical, conceptual, cultural and historical aspects of art.

Note: Course will equate with ART 103 at SBVC

Effective: FA13

Rationale: ART 103 provides a general introduction to the visual arts and is a regular part of a comprehensive communication college art curriculum.

DIVISION: Fine Arts
DEPARTMENT: Art
COURSE ID: ART 121
COURSE TITLE: Foundations of Three-Dimensional Design
SEMESTER UNIT: 3
LECTURE: 2 contact hours per week
32 – 36 contact hours per semester
LAB: 4 contact hours per week
64 – 72 contact hours per semester
PREREQUISITE: None
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: Successful completion of ART 120

CATALOG DESCRIPTION: Introduction to elements and principles of design in three-dimensional space. Development of technical skill associated with the use of line, shape, form, space, texture, value, and color with consideration to contemporary conceptual approaches and practical application.

SCHEDULE DESCRIPTION: Introduction to elements and principles of design in three-dimensional space.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: A course that develops an understanding of and development of the foundational skills associated with the principles of three-dimensional design is the basis for the study of the studio arts and is a fundamental part of a comprehensive community college art curriculum.

DIVISION: Fine Arts
DEPARTMENT: Art
COURSE ID: ART 125
COURSE TITLE: Drawing II
SEMESTER UNIT: 3
LECTURE: 2 contact hours per week
32 – 36 contact hours per semester
LAB: 4 contact hours per week
64 – 72 contact hours per semester
PREREQUISITE: ART 124
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: A continuation of ART 124. Review of essential concepts and skills of drawing and development of intermediate-level drawing skills. Development of an individual thematic approach to drawing and study of complex subject matter, advanced compositional concerns, traditional and experimental media and color.

SCHEDULE DESCRIPTION: A continuation of ART 124. Review of essential concepts and skills of drawing and development of intermediate-level drawing skills.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: The course that develops intermediate drawing skills is a basis for further study in studio art and as such is a fundamental part of a comprehensive community college art curriculum.

DIVISION: Fine Arts
DEPARTMENT: Art
COURSE ID: ART 226
COURSE TITLE: Painting II
SEMESTER UNIT: 3
LECTURE: 2 contact hours per week
32 – 36 contact hours per semester
LAB: 4 contact hours per week
64 – 72 contact hours per semester
PREREQUISITE: ART 126
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: A continuation of ART 126. Review of essential concepts and skills of painting and development of intermediate-level painting skills. Development of an individual thematic approach to painting and study of complex subject matter, advanced compositional concerns and alternative and experimental surfaces and media.

SCHEDULE DESCRIPTION: A continuation of ART 126. Review of essential concepts and skills of painting and development of intermediate-level painting skills.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: A course that develops intermediate painting skills is a basis for further study in studio art and as such is a fundamental part of a comprehensive community college art curriculum.

DIVISION: Fine Arts
DEPARTMENT: Art
COURSE ID: ART 232
COURSE TITLE: Life Drawing II
SEMESTER UNIT: 3
LECTURE: 2 contact hours per week
32 – 36 contact hours per semester
LAB: 4 contact hours per week
64 – 72 contact hours per semester
PREREQUISITE: ART 132
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: A continuation of ART 132. Review of essential concepts of skills of figure drawing and development of intermediate-level figure drawing skills with an emphasis on accurate analysis of anatomy and essential structure. Development of an individual thematic approach to figure drawing and study of advanced compositional concerns, traditional and experimental media and color.

SCHEDULE DESCRIPTION: A continuation of ART 132. Review of essential concepts of skills of figure drawing and development of intermediate-level figure drawing skills with an emphasis on accurate analysis of anatomy and essential structure.

Note: Course does not currently equate with SBVC

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Effective: FA13

Rationale: A course that develops intermediate figure drawing skills is the basis for further study in studio art and as such is a fundamental part of a comprehensive community college art curriculum.

DIVISION: Business, Economics and Information Technology

DEPARTMENT: Business Administration

COURSE ID: BUSAD 248ABCD

COURSE TITLE: Special Studies in Business Administration

SEMESTER UNIT: 3

INDEPENDENT STUDY: 11.25 contact hours per week
180 – 202.50 contact hours per semester

PREREQUISITE: None

COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: Successful completion of BUSAD 100

CATALOG DESCRIPTION: Independent projects for students with a special interest in business, emphasizing internship and work-based training opportunities. Projects to be determined jointly by the student and the instructor prior to registration.

SCHEDULE DESCRIPTION: Independent projects for students with a special interest in business, emphasizing internship and work-based training opportunities.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: The business world must continuously, efficiently, and effectively manage a set of scarce financial, human and time resources to maximize profits. Administrators, supervisors, and managers must have appropriate business skills and experiences to accomplish these tasks in a constantly changing business environment. This course will allow our students to gain exposure and experience in applying their educational experiences in a real-world business setting.

DIVISION: Communication and Language

DEPARTMENT: Communication Studies

COURSE ID: COMMST 125H

COURSE TITLE: Critical Thinking Through Argumentation and Debate – Honors

SEMESTER UNIT: 3

LECTURE: 3 contact hours per week
48 – 54 contact hours per semester

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

COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: Successful completion of COMMST 100 or COMMST 100H

CATALOG DESCRIPTION: Study of critical thinking through oral advocacy and debate. Principles of effective argumentation including logic, reasoning, evidence, motivation, persuasion and refutation. Preparation and presentation of written and oral arguments and participation in individual and group debates. Substantial analytical reading is required. This course includes content and experiences appropriate for students wishing to earn honors credit.

SCHEDULE DESCRIPTION: Study of critical thinking through oral advocacy and debate. Principles of effective argumentation including logic, reasoning, evidence, motivation, persuasion and refutation. Preparation and presentation of written and oral arguments and participation in individual and group debates. Substantial analytical reading is required. This course includes content and experiences appropriate for students wishing to earn honors credit.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Argumentation is a core class for communication majors and is representative of the courses needed to maintain a complete speech communication curriculum.

DIVISION: Fine Arts
DEPARTMENT: Dance
COURSE ID: DANCE 174X4
COURSE TITLE: Dance Production Workshop
SEMESTER UNITS: 2
LECTURE: 1 contact hour per week
16 – 18 contact hours per semester
LAB: 3 contact hours per week
48 – 54 contact hours per semester
PREREQUISITE: None
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: Audition with instructor

CATALOG DESCRIPTION: Preparation, rehearsal, production and performance of dance pieces. This course may be taken four times. This course is also offered as THART 174X4.

SCHEDULE DESCRIPTION: Preparation, rehearsal, production and performance of dance pieces.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: The course is representative of the variety of course offerings necessary to maintain comprehensive physical education and dance programs.

DIVISION: Business, Economics and Information Technology
DEPARTMENT: Economics
COURSE ID: ECON 200H
COURSE TITLE: Principles of Macroeconomics – Honors
SEMESTER UNIT: 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 basic mechanisms of macroeconomics, including key underlying concepts, theories and institutions such as national income accounting, the Classical and Keynesian theories, the Federal Reserve System and commercial banking. An examination of various contemporary economic problems such as economic fluctuations, economic growth, unemployment, inflation, and budget deficit. Other topics including supply and demand, fiscal policy, and monetary policy are also examined. This course includes content and experiences appropriate for students wishing to earn honors credit.

SCHEDULE DESCRIPTION: Introduction to the basic mechanisms of macroeconomics, including key underlying concepts, theories and institutions such as national income accounting, the Classical and Keynesian theories, the Federal Reserve System and commercial banking. This course includes content and experiences appropriate for students wishing to earn honors credit.

Note: Course does not currently equate with SBVC

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Effective: FA13

Rationale: The course provides students with basic introduction to the principles of macroeconomics and as such is a necessary part of a comprehensive community college economics curriculum.

DIVISION: Business, Economics and Information Technology

DEPARTMENT: Economics

COURSE ID: ECON 201H

COURSE TITLE: Principles of Microeconomics – Honors

SEMESTER UNIT: 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: An introduction to economic principles that govern production, exchange, distribution and consumption in a capitalist economy. Topics include supply and demand, consumer theory, production theory, and price formation in competitive and noncompetitive markets, theory of comparative advantage and international trade. Issues including monopoly, public goods, unequal income distribution, and environmental problems are also examined. This course includes content and experiences appropriate for students wishing to earn honors credit.

SCHEDULE DESCRIPTION: An introduction to economic principles that govern production, exchange, distribution and consumption in a capitalist economy. This course includes content and experiences appropriate for students wishing to earn honors credit.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: The course provides students with basic introduction to the principles of microeconomics and as such is a necessary part of a comprehensive community college economics curriculum.

DIVISION: English and Reading

DEPARTMENT: English

COURSE ID: ENGL 128

COURSE TITLE: Intermediate Literary Magazine Production: The Sand Canyon Review

SEMESTER UNIT: 3

LAB: 9 contact hours per week
144 – 162 contact hours per semester

PREREQUISITE: ENGL 127

COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Intermediate study and production of the college literary magazine, including the study of the principles of short fiction, poetry, and drama, as well as the process of publishing, including selecting material, planning and executing format, defining and maintaining theme, developing design and layout, editing, and desktop publishing.

SCHEDULE DESCRIPTION: Intermediate study and production of the college literary magazine.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: The course creates an avenue for English, journalism, and other writing-related majors to develop their writing and publishing abilities, thereby filling a great need at the college. Currently,

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

there is no other forum on campus for students to develop their publishing skills. ENGL 128 offers students the chance to develop the skills necessary for publishing by giving them hands-on experience in the process. ENGL 128 offers an apprenticeship for any student interested in a publishing and/or writing major or career.

DIVISION: English and Reading
DEPARTMENT: English
COURSE ID: ENGL 227
COURSE TITLE: Advanced Literary Magazine Production: The Sand Canyon Review
SEMESTER UNIT: 3
LAB: 9 contact hours per week
144 – 162 contact hours per semester

PREREQUISITE: ENGL 128

COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Advanced study and production of the college literary magazine, including the study of the principles of short fiction, poetry, and drama, as well as the process of publishing, including selecting material, planning and executing format, defining and maintaining theme, developing design and layout, editing, and desktop publishing.

SCHEDULE DESCRIPTION: Advanced study and production of the college literary magazine.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: The course creates an avenue for English, journalism, and other writing-related majors to develop their writing and publishing abilities, thereby filling a great need at the college. Currently, there is no other forum on campus for students to develop their publishing skills. ENGL 227 offers students the chance to develop the skills necessary for publishing by giving them hands-on experience in the process. ENGL 227 offers an apprenticeship for any student interested in a publishing and/or writing major or career.

DIVISION: Tutoring Center
DEPARTMENT: Learning Recourses
COURSE ID: LRC 941
COURSE TITLE: Basic Math Skills
SEMESTER UNIT: 4
LECTURE: 2 contact hours per week
32 – 36 contact hours per semester
LAB: 6 contact hours per week
96 – 108 contact hours per semester

PREREQUISITE: None

COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: Eligibility for services provided by Disabled Students Programs and Services (DSPS)

CATALOG DESCRIPTION: Remediation and intervention strategies for students who have verified learning disabilities. Strategies for reading a mathematics text, coping with math anxiety, solving math word problems, and preparing for and taking math tests.

SCHEDULE DESCRIPTION: Remediation and intervention strategies for students who have verified learning disabilities. Strategies for reading a mathematics text, coping with math anxiety, solving math word problems, and preparing for and taking math tests.

Note: Course does not currently equate with SBVC

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Effective: FA13

Rationale: A large number of students with learning disabilities have difficulty with math. This course provides remediation and teaches compensatory strategies that will provide students with a solid foundation in basic math skills. Course will provide individualized, direct instruction and practice in target areas of weakness.

DIVISION: Business, Economics and Information Technology

DEPARTMENT: Marketing

COURSE ID: MARKET 248ABCD

COURSE TITLE: Special Studies Marketing

SEMESTER UNIT: 3

INDEPENDENT STUDY: 11.25 contact hours per week
180 – 202.50 contact hours per semester

PREREQUISITE: None

COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: Successful completion of BUSAD 100 and MARKET 100

CATALOG DESCRIPTION: Independent projects for students with a special interest in marketing, emphasizing internship and work-based training opportunities. Projects to be determined jointly by the student and the instructor prior to registration.

SCHEDULE DESCRIPTION: Independent projects for students with a special interest in marketing, emphasizing internship and work-based training opportunities.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: The business world must continuously, efficiently, and effectively manage a set of scarce financial resources to maximize profits. Administrators, supervisors, and managers must have appropriate marketing skills and experiences to convince prospective customers to use the products and services of the company. This course will allow our students to gain exposure and experience in applying their educational experiences in a real-world business setting.

DIVISION: Fine Arts

DEPARTMENT: Music

COURSE ID: MUSIC 133

COURSE TITLE: Guitar II

SEMESTER UNIT: 2

LECTURE: 1 contact hour per week
16 – 18 contact hours per semester

LAB: 3 contact hours per week
48 – 54 contact hours per semester

PREREQUISITE: MUSIC 132

COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Progressive study of the basic techniques of playing guitar. Second in a series of four courses designed to develop guitar proficiency. Intermediate instruction in chords, arpeggios, scales, improvisation, sight reading, and performance of many styles, including popular, folk, and classical. Students must provide their own instruments.

SCHEDULE DESCRIPTION: Progressive study of the basic techniques of playing guitar. Students must provide their own instruments.

Note: Course will equate with MUS 117X4 at SBVC

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Effective: FA13

Rationale: The course provides a necessary opportunity for music students to develop instrumental music performance skills.

DIVISION: Fine Arts
DEPARTMENT: Music
COURSE ID: MUSIC 136
COURSE TITLE: Piano II
SEMESTER UNIT: 2
LECTURE: 1 contact hour per week
16 – 18 contact hours per semester
LAB: 3 contact hours per week
48 – 54 contact hours per semester
PREREQUISITE: MUSIC 135
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Class instruction in piano, including scale techniques, reading, intermediate literature, and musicianship skills. Second in a series of four courses designed to develop piano proficiency.

SCHEDULE DESCRIPTION: Class instruction in piano, including scale techniques, reading, intermediate literature, and musicianship skills.

Note: Course will equate with MUS 134X3 at SBVC

Effective: FA13

Rationale: Instrumental music study is an enriching college experience and piano study is a critical part of collegiate music education.

DIVISION: Fine Arts
DEPARTMENT: Music
COURSE ID: MUSIC 232
COURSE TITLE: Guitar III
SEMESTER UNIT: 2
LECTURE: 1 contact hour per week
16 – 18 contact hours per semester
LAB: 3 contact hours per week
48 – 54 contact hours per semester
PREREQUISITE: MUSIC 133
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Progressive study of the intermediate techniques of playing the guitar. Third in a series of four courses designed to develop guitar proficiency. Advanced instruction in chords, arpeggios, scales, improvisation, sight reading, and performance of many styles, including popular, folk, and classical. Students must provide their own instruments.

SCHEDULE DESCRIPTION: Progressive study of the intermediate techniques of playing guitar. Students must provide their own instruments.

Note: Course will equate with MUS 117X4 at SBVC

Effective: FA13

Rationale: This course provides a necessary opportunity for music students to develop instrumental music performance skills.

DIVISION: Fine Arts
DEPARTMENT: Music
COURSE ID: MUSIC 233
COURSE TITLE: Guitar IV
SEMESTER UNIT: 2
LECTURE: 1 contact hour per week
16 – 18 contact hours per semester
LAB: 3 contact hours per week
48 – 54 contact hours per semester
PREREQUISITE: MUSIC 232
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Progressive study of the intermediate techniques of playing the guitar. Fourth in a series of four courses designed to develop guitar proficiency. Advanced instruction in chords, arpeggios, scales, improvisation, sight reading, and performance of many styles, including popular, folk, and classical. Students must provide their own instruments.

SCHEDULE DESCRIPTION: Progressive study of the intermediate techniques of playing guitar. Students must provide their own instruments.

Note: Course will equate with MUS 117X4 at SBVC

Effective: FA13

Rationale: This course provides a necessary opportunity for music students to develop instrumental music performance skills.

DIVISION: Fine Arts
DEPARTMENT: Music
COURSE ID: MUSIC 235
COURSE TITLE: Piano III
SEMESTER UNIT: 2
LECTURE: 1 contact hour per week
16 – 18 contact hours per semester
LAB: 3 contact hours per week
48 – 54 contact hours per semester
PREREQUISITE: MUSIC 136
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Class instruction in piano, including scale techniques, reading, intermediate literature, and musicianship skills. Third in a series of four courses designed to develop piano proficiency.

SCHEDULE DESCRIPTION: Class instruction in piano, including scale techniques, reading, intermediate literature, and musicianship skills.

Note: Course will equate with MUSIC 134X3 at SBVC

Effective: FA13

Rationale: Instrumental music study is an enriching college experience and piano study is a critical part of collegiate music education.

DIVISION: Fine Arts
DEPARTMENT: Music
COURSE ID: MUSIC 236
COURSE TITLE: Piano IV
SEMESTER UNIT: 2
LECTURE: 1 contact hour per week
16 – 18 contact hours per semester
LAB: 3 contact hours per week
48 – 54 contact hours per semester
PREREQUISITE: MUSIC 235
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Class instruction in piano, including scale techniques, reading, intermediate literature, and musicianship skills. Fourth in a series of four courses designed to develop piano proficiency.

SCHEDULE DESCRIPTION: Class instruction in piano, including scale techniques, reading, intermediate literature, and musicianship skills.

Note: Course will equate with MUSIC 135 at SBVC

Effective: FA13

Rationale: Instrumental music study is an enriching college experience and piano study is a critical part of collegiate music education.

DIVISION: Health and Physical Education
DEPARTMENT: Physical Education Individual and Group Activities
COURSE ID: PE/I 248
COURSE TITLE: Competitive Tennis
SEMESTER UNIT: 1
LAB: 3 contact hours per week
48 – 54 contact hours per semester
PREREQUISITE: None
COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: Competitive tennis experience in high school and/or USTA league/tournament play or play at a level that will support competitive play

CATALOG DESCRIPTION: Performance-based course designed for students who have the desire to advance their tennis game to a competitive level. Development of the psychological and performance skills associated with competitive tennis. Review of stroke mechanic principles, motor learning theory, practice session efficiency, preparation for tournament play, rules, and competitive play.

SCHEDULE DESCRIPTION: Performance-based course designed for students who have the desire to advance their tennis game to a competitive level. Development of the psychological and performance skills associated with competitive tennis.

Note: Course does not currently equate with SBVC

Effective: FA13

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Rationale: This course is part of a comprehensive physical education program. Students have expressed a desire for a performance-based, advanced level, competitive tennis class.

DIVISION: Public Safety and Services
DEPARTMENT: Public Safety and Services
COURSE ID: PBSF 170
COURSE TITLE: Lifeguarding
SEMESTER UNITS: 5
LECTURE: 4 contact hours per week
64 – 72 contact hours per semester
LAB: 2.5 contact hours per week
40 – 45 contact hours per semester
PREREQUISITE: Must be age 15 or older; swim continuously for 300 yards using front crawl, breaststroke or a combination of both without stopping to rest; tread water for two minutes; and swim 20 yards out to retrieve a ten pound weight within one minute and 40 seconds.
COREQUISITE: None
DEPARTMENTAL RECOMMENDATION: None
CATALOG DESCRIPTION: Knowledge and skills required for deep water lifeguarding, meeting the certificate requirements of the American Red Cross.
SCHEDULE DESCRIPTION: Knowledge and skills required for deep water life-guarding, meeting the certificate requirements of the American Red Cross.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Life-guarding and water safety are critically important skills for public safety. As a lifeguard the ability to identify potential water safety problems and to make timely decisions before or during a water emergency can affect life. This course meets the college mission and vision as a provider of public safety education and training. This course provides the basic foundational services necessary at any water complex.

DIVISION: Fine Arts
DEPARTMENT: Theatre Arts
COURSE ID: THART 245
COURSE TITLE: Advanced Theatre Practicum II
SEMESTER UNITS: 3
LECTURE: 1 contact hour per week
16 – 18 contact hours per semester
LAB: 6 contact hours per week
96 – 108 contact hours per semester
PREREQUISITE: THART 145
COREQUISITE: None
DEPARTMENTAL RECOMMENDATION: None
CATALOG DESCRIPTION: Participation in a variety of advanced activities associated with the preparation, rehearsal, production and performance of plays, musicals and dance performances including playwriting, performance, design or directing.
SCHEDULE DESCRIPTION: Participation in a variety of advanced activities associated with the preparation, rehearsal, production and performance of plays, musicals and dance performances including playwriting, performance, design or directing.

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: This course is essential for the study of technical production work, design and performance in the theatre arts and is representative of the variety of course offerings necessary to maintain a comprehensive community college theatre arts program.

DIVISION: Fine Arts
DEPARTMENT: Theatre Arts
COURSE ID: THART 250
COURSE TITLE: Advanced Summer Theatre Workshop
SEMESTER UNITS: 3
LAB: 9 contact hours per week
144 – 162 contact hours per semester
PREREQUISITE: THART 150
COREQUISITE: None
DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION: Advanced opportunity for student actors, theatre technicians or theatre management personnel to further develop and refine their skills in a functioning professional theatre setting in the context of pre-production, rehearsal and public performance under the supervision of a professional staff.

SCHEDULE DESCRIPTION: Advanced opportunity for student actors, theatre technicians or theatre management personnel to further develop and refine their skills in a functioning professional theatre setting in the context of pre-production, rehearsal and public performance under the supervision of a professional staff.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: A summer theatre workshop is a valuable part of a well-rounded theatre program. It enhances the variety of course offerings needed to maintain a comprehensive theatre arts program.

MODIFIED COURSES

COURSE ID	COURSE TITLE
ACCT 032X4	Federal and State Taxation

COURSE ID: ACCT 032

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
ANAT 159X4	Human Cadaver Dissection

COURSE ID: ANAT 159

COURSE TITLE: Introduction to Human Cadaver Dissection

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

CATALOG DESCRIPTION: Introduction to human cadaver dissection for students with a special interest in further anatomical studies.

SCHEDULE DESCRIPTION: Introduction to human cadaver dissection for students with a special interest in further anatomical studies.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability

COURSE ID	COURSE TITLE
ANTHRO 107	The United States and the North American Indians

DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101

CATALOG DESCRIPTION: History of the North American Indian from first contact through conquest and reservation life to the present. Examination of traditional cultural elements, American policies toward Native Americans, modern Indian communities and contemporary issues. This course is also offered as HIST 107.

SCHEDULE DESCRIPTION: History of the North American Indian from first contact through conquest and reservation life to the present.

Note: Course will equate with ANTHRO 107 at SBVC

Effective: FA13

Rationale: Curriculum update

COURSE ID	COURSE TITLE
ART 120X4	Basic Design

COURSE ID: ART 120

COURSE TITLE: Foundations of Two-Dimensional Design

CATALOG DESCRIPTION: Introduction to elements and principles of design on the two-dimensional plane. Development of technical skill associated with the use of line, shape, texture, value, color and spatial illusion with consideration to contemporary conceptual approaches and practical application.

SCHEDULE DESCRIPTION: Introduction to elements and principles of design on the two-dimensional plane.

Note: Course will equate with ART 120 at SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability.

COURSE ID	COURSE TITLE
ART 124X4	Drawing

COURSE ID: ART 124

COURSE TITLE: Drawing I

DEPARTMENTAL RECOMMENDATION: Successful completion of ART 120

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

CATALOG DESCRIPTION: Introduction to the basic skills, strategies and techniques of observational drawing, emphasizing an understanding and application of the elements and principles of basic design and the use of traditional drawing media and surfaces.

SCHEDULE DESCRIPTION: Introduction to the basic skills, strategies and techniques of observational drawing.

Note: Course currently equates with ART 124X4 at SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability. Course content is being leveled.

COURSE ID	COURSE TITLE
ART 126X4	Painting

COURSE ID: ART 126

COURSE TITLE: Painting I

DEPARTMENTAL RECOMMENDATION: Successful completion of ART 120 or ART 124

CATALOG DESCRIPTION: Introduction to the basic skills, strategies and techniques of oil and acrylic painting, emphasizing an understanding and application of the elements and principles of basic design and the use of traditional painting surfaces, tools and surface preparation.

SCHEDULE DESCRIPTION: Introduction to the basic skills, strategies and techniques of oil and acrylic painting.

Note: Course currently equates with ART 126X4 at SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability. Course content is being leveled.

COURSE ID	COURSE TITLE
ART 132X4	Life Drawing

COURSE ID: ART 132

COURSE TITLE: Life Drawing I

DEPARTMENTAL RECOMMENDATION: Successful completion of ART 124

CATALOG DESCRIPTION: Introduction to the skills, strategies and techniques for drawing the human figure, with a focus on traditional drawing media and surfaces. Includes an introduction to human anatomy and the historical and contemporary roles of figure drawing in the visual arts.

SCHEDULE DESCRIPTION: Introduction to the skills, strategies and techniques for drawing the human figure.

Note: Course currently equates with ART 132X4 at SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability. Course content is being leveled.

COURSE ID	COURSE TITLE
ART 175X4	Sculpture

COURSE ID: ART 175

DEPARTMENTAL RECOMMENDATION: Successful completion of ART 121

CATALOG DESCRIPTION: Study of the fundamentals practices of sculpture. Exploration of form and space, using stone, wood, clay, and plaster. Development of skills required for carving and modeling methods typically employed in these media.

SCHEDULE DESCRIPTION: Study of the fundamentals practices of sculpture. Exploration of form and space, using stone, wood, clay, and plaster.

Note: Course currently equates with ART 175X4 at SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability.

COURSE ID	COURSE TITLE
ART 200X4	Printmaking

COURSE ID: ART 200

DEPARTMENTAL RECOMMENDATION: Successful completion of ART 120

CATALOG DESCRIPTION: Introduction to the skills, strategies and techniques of printmaking with a focus on intaglio processes, relief processes, serigraph and alternative processes.

SCHEDULE DESCRIPTION: Introduction to the skills, strategies and techniques of printmaking with a focus on intaglio processes, relief processes, serigraph and alternative processes.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability.

COURSE ID	COURSE TITLE
ART 204X4	Contemporary Topics in American Art

COURSE ID: ART 204

CATALOG DESCRIPTION: Studio course exploring trends, underlying issues and the alternative techniques, forms and media of contemporary art in America.

SCHEDULE DESCRIPTION: Studio course exploring trends, underlying issues and the alternative techniques, forms and media of contemporary art in America.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability.

COURSE ID	COURSE TITLE
ART 247X4	Special Projects in Art

COURSE ID: ART 247ABCD

PREREQUISITE: Successful completion of any course in Art

DEPARTMENTAL RECOMMENDATION: None

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

CATALOG DESCRIPTION: Independent study for advanced and self-motivated art students with projects determined jointly by the student and instructor. Requires faculty approval prior to registration and a contract outlining the goals and content of the project(s) to be undertaken.

SCHEDULE DESCRIPTION: Independent study for advanced and self-motivated art students with projects determined jointly by the student and instructor.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Course has been split into four courses to comply with Title 5 regulations regarding course repeatability and all references of "X4" are being removed.

COURSE ID	COURSE TITLE
ART 275X4	Contemporary Sculpture Techniques

COURSE ID: ART 275

DEPARTMENTAL RECOMMENDATION: Successful completion of ART 121

CATALOG DESCRIPTION: Exploration of form and space employing non-traditional materials and unorthodox sculptural techniques. Study and application of concepts relevant to contemporary art practices such as site-specific art, minimalism, installation, recycling, earth-works, sound-scape and/or sustainability while exploring memory, gravity, cultural diversity and the complexities of a contemporary global community within a historical context.

SCHEDULE DESCRIPTION: Exploration of form and space employing non-traditional materials and unorthodox sculptural techniques.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability.

COURSE ID	COURSE TITLE
ASTRON 160	Astronomy Laboratory

COREQUISITE: ASTRON 150 or ASTRON 150H

Effective: FA13

Rationale: Curriculum update. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
CD 182	Teaching in a Diverse Society

CATALOG DESCRIPTION: Designed to assist students in becoming teachers who can explore and address diversity in ways that enhance the development of children in early childhood environments. The course addresses attitudes and behaviors toward children and adults in the areas of culture, race, gender, age and abilities etc. The course will also address the development of anti-biased curriculum as well as the analysis of the classroom environment for culturally relevant and diverse materials and resources, as well as highlighting developmental issues and advocacy.

SCHEDULE DESCRIPTION: Designed to assist those in Early Learning environments in exploration of culturally relevant and diverse issues. Addresses attitudes and behaviors toward others as well as anti-bias curriculum and advocacy.

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Note: Course will equate with CD 138 at SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
CHC 099X4	Learning Community Seminar

COURSE ID: CHC 099

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
CIS 062	Introduction to Online Learning

COURSE ID: CHC 062

CATALOG DESCRIPTION: Includes basics of e-mail, discussion boards, Internet access, equipment needs, software skills, learning styles and strategies for becoming a successful online learner. **NOTE:** This course should be taken before enrolling in an online course. Graded on a Pass or No Pass basis only. Formally offered as CIS 062.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
COMMST 100H	Elements of Public Speaking – Honors

DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101 or concurrent enrollment in ENGL 010

Note: Course currently equates with COMMST 100H at SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
COMMST 111	Interpersonal Communication

DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101

Note: Course currently equates with COMMST 111 at SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
COMMST 111H	Interpersonal Communication – Honors

DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
COMMST 125	Critical Thinking Through Argumentation and Debate

PREREQUISITE: ENGL 101 or ENGL 101H

DEPARTMENTAL RECOMMENDATION: Successful completion of COMMST 100 or COMMST 100H

Note: Course currently equates with COMMST 125 at SBVC

Effective: FA13

Rationale: Adding prerequisites

COURSE ID	COURSE TITLE
COMMST 140	Small Group Communication

DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101

Note: Course currently equates with COMMST 140 at SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
COMMST 246ABCD	Special Studies in Communication

CATALOG DESCRIPTION: Independent projects for students with a special interest in communication involving assigned readings, research, internships, conferences, and/or public speaking. Projects to be determined jointly by the student and instructor prior to registration. Students may enroll a maximum of four times and earn a maximum of six units in special studies coursework.

*UC will determine units granted AFTER transfer.

SCHEDULE DESCRIPTION: Independent projects for students with a special interest in communication involving assigned readings, research, internships, conferences, and/or public speaking. Projects to be determined jointly by the student and instructor prior to registration.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Curriculum update

COURSE ID	COURSE TITLE
COMMST 247ABC	Special Studies in Communication

CATALOG DESCRIPTION: Independent projects for students with a special interest in communication involving assigned readings, research, internships, conferences, and/or public speaking. Projects to be determined jointly by the student and instructor prior to registration. Students may enroll a maximum of four times and receive a maximum of six units for special studies coursework.

*UC will determine units granted AFTER transfer.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Curriculum update

COURSE ID	COURSE TITLE
COMMST 248AB	Special Studies in Communication

CATALOG DESCRIPTION: Independent projects for students with a special interest in communication involving assigned readings, research, internships, conferences, and/or public speaking. Projects to be determined jointly by the student and instructor prior to registration. Students may enroll a maximum of four times and receive a maximum of six units for special studies coursework.

*UC will determine units granted AFTER transfer.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Curriculum update

COURSE ID	COURSE TITLE
CSCI 110	Introduction to Computer Science I

PREREQUISITE: MATH 102 or MATH 160 or eligibility for MATH 250 as determined through the Crafton Hills College assessment process

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: The course was originally Board Approved on October 25, 2012 but is being revised because MATH 102 is not a prerequisite for MATH 160.

COURSE ID	COURSE TITLE
CSCI 120	Introduction to Computer Science II

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: The course was approved as a new course on October 25, 2012 but is being revised to align with the C-ID Descriptor and AS-T requirement at the state level.

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

COURSE ID	COURSE TITLE
DANCE 130X4	Jazz Dance

COURSE ID: DANCE 130

CATALOG DESCRIPTION: REMOVE: This course may be taken four times. ADD: This course is also offered as PE/I 130.

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
DANCE 143X4	Funk/Hip Hop Dance

COURSE ID: DANCE 143

CATALOG DESCRIPTION: REMOVE: This course may be taken four times. ADD: This course is also offered as PE/I 143.

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
DANCE 163X4	Ballroom/Swing/Salsa

COURSE ID: DANCE 163

CATALOG DESCRIPTION: REMOVE: This course may be taken four times. ADD: This course is also offered as PE/I 163

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
ECON 200	Principles of Macroeconomics

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

CATALOG DESCRIPTION: Introduction to the basic mechanisms of macroeconomics, including key underlying concepts, theories and institutions such as national income accounting, the Classical and Keynesian theories, the Federal Reserve System and commercial banking. An examination of various contemporary economic problems such as economic fluctuations, economic growth, unemployment, inflation, and budget deficit. Other topics including supply and demand, fiscal policy, and monetary policy are also examined.

SCHEDULE DESCRIPTION: Introduction to the basic mechanisms of macroeconomics, including key underlying concepts, theories and institutions such as national income accounting, the Classical and Keynesian theories, the Federal Reserve System and commercial banking.

Note: Course currently equates with ECON 200 at SBVC

Effective: FA13

Rationale: Six-year revision

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

COURSE ID	COURSE TITLE
ECON 201	Principles of Microeconomics

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

CATALOG DESCRIPTION: An introduction to economic principles that govern production, exchange, distribution and consumption in a capitalist economy. Topics include supply and demand, consumer theory, production theory, and price formation in competitive and noncompetitive markets, theory of comparative advantage and international trade. Issues including monopoly, public goods, unequal income distribution, and environmental problems are also examined.

Note: Course currently equates with ECON 201 at SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
EDU 290	Introduction to Education

DEPARTMENTAL RECOMMENDATION: Successful completion of CD 105

CATALOG DESCRIPTION: Introduction to the field of education designed to familiarize students with the broad aspects of the profession, philosophy, and principles of teaching school age children. This class is required for all students transferring to CSUSB seeking a multiple subject credential.

SCHEDULE DESCRIPTION: Introduction to the field of education designed to familiarize students with the broad aspects of the profession, philosophy, and principles of teaching school age children.

Note: Course currently equates with EDU 290 at SBVC

Effective: FA13

Rationale: To align with the C-ID Descriptor and AS-T requirement at the state level.

COURSE ID	COURSE TITLE
EMS 020	Emergency Medical Technician-I/EMT-Basic

COREQUISITES: EMS 021, EMS 022, EMS 023, and meet U.S. DOT Requirements

Effective: FA13

Rationale: Curriculum update. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
EMS 022	Basic Life Support for Emergency Medical Technician-I/EMT-Basic

COREQUISITES: EMS 020, EMS 021, and EMS 023

Effective: FA13

Rationale: Curriculum update. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
EMS 023	Hazardous Materials First Responder Awareness for Emergency Medical Technician-I/EMT-Basic

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

COREQUISITES: EMS 020, EMS 021, and EMS 022

Effective: FA13

Rationale: Curriculum update. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
EMS 931X20	Advanced Cardiac Life Support Provider (Recertification)

COURSE ID: EMS 931

PREREQUISITE: Provide a copy of a current American Heart Association (AHA), Advanced Cardiac Life Support (ACLS) Healthcare Provider card

CATALOG DESCRIPTION: The Advanced Cardiac Life Support (ACLS) provider recertification course is designed for individuals who possess a current American Heart Association (AHA) Advanced Cardiac Life Support (ACLS) Provider card to update their knowledge and skills. Graded on a Pass or No Pass basis only.

SCHEDULE DESCRIPTION: The Advanced Cardiac Life Support (ACLS) provider recertification course is designed for individuals who possess a current American Heart Association (AHA) Advanced Cardiac Life Support (ACLS) Provider card to update their knowledge and skills.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision. Removal of all references of "X20" to comply with Title 5 regulations regarding course repeatability.

COURSE ID	COURSE TITLE
ENGL 108	World Drama I

CATALOG DESCRIPTION: Survey of the history of theatre from its earliest origins in 6th century B.C.E to the Elizabethan period in the 1500-1600's. Focus on important plays, playwrights and the development of theatre practices and techniques. This course is also offered as THART 108.

SCHEDULE DESCRIPTION: Survey of the history of theatre from its earliest origins in 6th century B.C.E to the Elizabethan period in the 1500-1600's.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
ENGL 109	World Drama II

CATALOG DESCRIPTION: Survey of the history of the theatre from the 1600's to the present. Focus on important plays, playwrights and techniques of theater presentation. This course is also offered as THART 109.

SCHEDULE DESCRIPTION: Survey of the history of the theatre from the 1600's to the present.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

COURSE ID	COURSE TITLE
ENGL 127X4	Literary Magazine Production: The Sand Canyon Review

COURSE ID: ENGL 127

COURSE TITLE: Introductory Literary Magazine Production: The Sand Canyon Review

CATALOG DESCRIPTION: Introductory study and production of the college literary magazine, including the study of the principles of short fiction, poetry, and drama, as well as the process of publishing, including selecting material, planning and executing format, defining and maintaining theme, developing design and layout, editing, and desktop publishing.

SCHEDULE DESCRIPTION: Introductory study and production of the college literary magazine.

Note: Course currently equates with ENGL 125 at SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability.

COURSE ID	COURSE TITLE
ENGL 226	Play and Screenplay Analysis

PREREQUISITE: ENGL 010 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process

CATALOG DESCRIPTION: Techniques of analysis necessary to understand the structure, construction and formats of plays and screenplays. Includes the study of the elements of plot, character, dialogue and theme in plays in a diverse selection of periods and styles and the structure and form of screenplays in diverse genres. This course is also offered as THART 226.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
FIRET 060AX3	Selected Topics in Fire Technology

COURSE ID: FIRET 060A

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 060BX3	Selected Topics in Fire Technology

COURSE ID: FIRET 060B

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

COURSE ID	COURSE TITLE
FIRET 060K – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 060K-Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of “X3” to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 220AX3	Selected Topics in Fire Technology

COURSE ID: FIRET 220A

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of “X3” to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 220BX3	Selected Topics in Fire Technology

COURSE ID: FIRET 220B

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of “X3” to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 220D – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 220D – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of “X3” to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 221B – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 221B – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 222C – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 222C – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 223BX3	Selected Topics in Fire Technology

COURSE ID: FIRET 223B

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 223D – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 223D – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 224D – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 224D – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 225AX3	Selected Topics in Fire Technology

COURSE ID: FIRET 225A

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 225BX3	Selected Topics in Fire Technology

COURSE ID: FIRET 225B

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 225D – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 225D – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 226AX3	Selected Topics in Fire Technology

COURSE ID: FIRET 226A

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 226E – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 226E – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 227D – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 227D – Z

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 228AX3	Selected Topics in Fire Technology

COURSE ID: FIRET 228A

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 228BX3	Selected Topics in Fire Technology

COURSE ID: FIRET 228B

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 228CX3	Selected Topics in Fire Technology

COURSE ID: FIRET 228C

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 228E – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 228E – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 229AX3	Selected Topics in Fire Technology

COURSE ID: FIRET 229A

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 229E – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 229E – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 230A-ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 230A – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 231AX3	Selected Topics in Fire Technology

COURSE ID: FIRET 231A

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 231BX3	Selected Topics in Fire Technology

COURSE ID: FIRET 231B

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of "X3" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 231E – ZX3	Selected Topics in Fire Technology

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

COURSE ID: FIRET 231E – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of “X3” to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 232D – ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 232D – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of “X3” to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 233A-ZX3 – 245A-ZX3	Selected Topics in Fire Technology

COURSE ID: FIRET 233A-Z – 245A-Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Rationale: Removal of all references of “X3” to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 500X4	Swiftwater Rescue

COURSE ID: FIRET 500

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

Effective: FA13

Rationale: Removal of all references of “X4” to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 501X4	Trench Rescue

COURSE ID: FIRET 501

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

Effective: FA13

Rationale: Removal of all references of “X4” to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 502X20	First Responder Operations: Decontamination

COURSE ID: FIRET 502

CATALOG DESCRIPTION: REMOVE: This course may be taken twenty times.

Effective: FA13

Rationale: Removal of all references of "X20" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 503X4	Confined Space Rescue Operations

COURSE ID: FIRET 503

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 530X2	Resource Ordering and Status System (ROSS Dispatcher)

COURSE ID: FIRET 530

CATALOG DESCRIPTION: REMOVE: This course may be taken two times.

Effective: FA13

Rationale: Removal of all references of "X2" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 531X20	Annual Fire Safety Refresher Training

COURSE ID: FIRET 531

CATALOG DESCRIPTION: REMOVE: This course may be taken twenty times.

Effective: FA13

Rationale: Removal of all references of "X20" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
FIRET 902X4	Firefighter Physical Agility Preparation

COURSE ID: FIRET 902

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
GEOG 119X4	Selected Topics in Geography

COURSE ID: GEOG 246ABCD

PREREQUISITE: GEOG 102 or GEOG 102H or GEOG 110 or GEOG 110H

CATALOG DESCRIPTION: Independent projects for students interested in the enrichment of their knowledge of geography. Assigned topics will involve research and/or field work.

SCHEDULE DESCRIPTION: Independent projects for students interested in the enrichment of their knowledge of geography.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Course has been split into four courses to comply with Title 5 regulations regarding course repeatability and all references of "X4" are being removed.

COURSE ID	COURSE TITLE
GEOL 246X4	Special Problems in Geology

COURSE ID: GEOL 246ABCD

CATALOG DESCRIPTION: Independent projects for students interested in the enrichment of their knowledge of geology. Assigned topics will involve research and/or field work.

SCHEDULE DESCRIPTION: Independent projects for students interested in the enrichment of their knowledge of geology.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Course has been split into four courses to comply with Title 5 regulations regarding course repeatability and all references of "X4" are being removed.

COURSE ID	COURSE TITLE
HIST 107	The United States and the North American Indians

DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101

CATALOG DESCRIPTION: History of the North American Indian from first contact through conquest and reservation life to the present. Examination of traditional cultural elements, American policies toward Native Americans, modern Indian communities and contemporary issues. This course is also offered as ANTHRO 107.

SCHEDULE DESCRIPTION: History of the North American Indian from first contact through conquest and reservation life to the present.

Note: Course will equate with HIST 107 at SBVC

Effective: FA13

Rationale: Curriculum update

COURSE ID	COURSE TITLE
HUM 101	The Humanities I: Prehistoric to Medieval

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

COURSE ID	COURSE TITLE
HUM 102	The Humanities II: Renaissance to Post Modern

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
HUM 140	Humanities Through the Arts

DEPARTMENTAL RECOMMENDATION: Eligibility for ENGL 101

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
LRC 925X4	Access Technology Support Lab

COURSE ID: LRC 925

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

Note: Course will equate with SDEV 901X3 at SBVC

Effective: FA13

Rationale: Curriculum update and the removal of all references of "X4. "

COURSE ID	COURSE TITLE
LRC 960X4	Developmental Study Techniques

COURSE ID: LRC 960

DEPARTMENTAL RECOMMENDATION: Eligibility for services provided by Disabled Students Programs and Services (DSPS)

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

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Curriculum update and the removal of all references of "X4."

COURSE ID	COURSE TITLE
MATH 090	Elementary Algebra

PREREQUISITE: MATH 952 or MATH 953 or MATH 962 or eligibility for MATH 090 as determined through the Crafton Hills College assessment process

SCHEDULE DESCRIPTION: Manipulation of algebraic expressions including ones with integer exponents and factoring, solving increasingly difficult equations and their applications, graphing lines and drawing conclusions from the graph. Introduction of rational expressions. Students are expected

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

to be proficient with the arithmetic of positive and negative numbers including fractions upon entering MATH 090. If purchasing a used book new software access may need to be purchased at an additional expense. Ask instructor for details.

Note: Course currently equates with MATH 090 at SBVC.

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
MATH 250	Single Variable Calculus I

PREREQUISITE: MATH 160 or eligibility for MATH 250 as determined through the Crafton Hills College assessment process or MATH 102 with a grade of A and MATH 103 with a grade of A or B or MATH 102 with a grade of B and MATH 103 with a grade of A

SCHEDULE DESCRIPTION: Introduction to differential and integral calculus; including limits and continuity; algebraic and transcendental functions, and applications of differentiation. If purchasing a used textbook, new software access may need to be purchased at an additional expense. Ask instructor for details.

Note: Course currently equates with MATH 250 at SBVC.

Effective: FA13

Rationale: The prerequisite is being revised as a result of data.

COURSE ID	COURSE TITLE
MICRO 247X4	Special Problems in Microbiology

COURSE ID: MICRO 247ABCD

CATALOG DESCRIPTION: Independent projects for selected students with a special interest in microbiology, involving library research and/or laboratory projects. Students may enroll a maximum of four times in special problems coursework.

*UC schools will determine units granted AFTER transfer.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Course has been split into four courses to comply with Title 5 regulations regarding course repeatability and all references of "X4" are being removed.

COURSE ID	COURSE TITLE
MICRO 248X4	Special Problems in Microbiology

COURSE ID: MICRO 248ABCD

CATALOG DESCRIPTION: Independent projects for selected students with a special interest in microbiology, involving library research and/or laboratory projects. Students may enroll a maximum of four times in special problems coursework.

*UC schools will determine units granted AFTER transfer.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Course has been split into four courses to comply with Title 5 regulations regarding course repeatability and all references of "X4" are being removed.

COURSE ID	COURSE TITLE
MUSIC 132X4	Guitar

COURSE ID: MUSIC 132

COURSE TITLE: Guitar I

LECTURE: 1 contact hour per week
16 – 18 contact hours per semester

LAB: 3 contact hours per week
48 – 54 contact hours per semester

CATALOG DESCRIPTION: Progressive study of the basic techniques of playing guitar. First in a series of four courses designed to develop guitar proficiency. Beginning instruction in chords, arpeggios, scales, improvisation, sight reading, and performance of many styles, including popular, folk, and classical. Students must provide their own instruments.

SCHEDULE DESCRIPTION: Progressive study of the basic techniques of playing guitar. Students must provide their own instruments.

Note: Course will equate with MUS 117X4 at SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability.

COURSE ID	COURSE TITLE
MUSIC 134	Jazz History

CATALOG DESCRIPTION: Historical survey of Jazz music and musicians. Study of the birth and evolution of jazz as an American musical art form, the key historical figures in Jazz, and the major components of Jazz music.

Note: Course will equate with MUS 134 at SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
MUSIC 135X4	Piano

COURSE ID: MUSIC 135

COURSE TITLE: Piano I

DEPARTMENTAL RECOMMENDATION: Successful completion of MUSIC 100

CATALOG DESCRIPTION: Class instruction in piano, including scale techniques, reading, basic literature, keyboard techniques, and musicianship skills. First in a series of four courses designed to develop piano proficiency.

SCHEDULE DESCRIPTION: Class instruction in piano, including scale techniques, reading, basic literature, keyboard techniques, and musicianship skills. First in a series of four courses.

Note: Course will equate with MUS 133 at SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability.

COURSE ID	COURSE TITLE
MUSIC 247X4	Special Projects in Music

COURSE ID: MUSIC 247ABCD

DEPARTMENTAL RECOMMENDATION: Successful completion of or concurrent enrollment in MUSIC 101

CATALOG DESCRIPTION: Independent study for advanced students in any area of music with projects determined jointly by student and instructor. Requires faculty approval prior to registration and a contract outlining the goals and content of the project(s) to be undertaken.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Course has been split into four courses to comply with Title 5 regulations regarding course repeatability and all references of "X4" are being removed.

COURSE ID	COURSE TITLE
PE/I 070X4	Fitness Evaluation

COURSE ID: PE/I 070

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 105X4	Aerobics

COURSE ID: PE/I 105

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 106X4	Total Body Fitness

COURSE ID: PE/I 106

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

COURSE ID	COURSE TITLE
PE/I 108X4	Weight Training

COURSE ID: PE/I 108

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 120X4	Golf

COURSE ID: PE/I 120

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 127X4	Walking for Fitness

COURSE ID: PE/I 127

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 130X4	Jazz Dance

COURSE ID: PE/I 130

CATALOG DESCRIPTION: REMOVE: This course may be taken four times. ADD: This course is also offered as DANCE 130

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 143X4	Funk/Hip Hop Dance

COURSE ID: PE/I 143

CATALOG DESCRIPTION: REMOVE: This course may be taken four times. ADD: This course is also offered as DANCE 143.

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

COURSE ID	COURSE TITLE
PE/I 148X4	Tennis

COURSE ID: PE/I 148

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 155X4	Conditioning with the Pilates Method

COURSE ID: PE/I 155

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 159X4	Karate

COURSE ID: PE/I 159

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 163X4	Ballroom/Swing/Salsa

COURSE ID: PE/I 163

CATALOG DESCRIPTION: REMOVE: This course may be taken four times. ADD: This course is also offered as DANCE 163

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 164X4	Swimming

COURSE ID: PE/I 164

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

Effective: FA13

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 168X4	Yoga

COURSE ID: PE/I 168

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 173X4	Water Aerobics and Deep Water Exercise

COURSE ID: PE/I 173

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 190X4	Tai Chi

COURSE ID: PE/I 190

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 191X4	Hiking for Fitness

COURSE ID: PE/I 191

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/I 200H – ZX3	Selected Topics in Physical Education

COURSE ID: PE/I 200H – Z

CATALOG DESCRIPTION: REMOVE: This course may be taken three times.

Effective: FA13

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Rationale: Removal of all references of "X3" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
PE/T 130X4	Team Sports (CO-ED)

COURSE ID: PE/T 130

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulations regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
POLIT 104	Introduction to Comparative Politics

DEPARTMENTAL RECOMMENDATION: Successful completion of POLIT 100 or POLIT 100H.
Eligibility for ENGL 101

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
POLIT 106	Introduction to World Politics

DEPARTMENTAL RECOMMENDATION: Successful completion of POLIT 100 or POLIT 100H.
Eligibility for ENGL 101

Note: Course currently equates with POLIT 204 at SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
POLIT 110	Introduction to Political Theory

DEPARTMENTAL RECOMMENDATION: Successful completion of POLIT 100 or POLIT 100H.
Eligibility for ENGL 101

Note: Course currently equates with POLIT 110 at SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
SOC 150	Gerontology

CATALOG DESCRIPTION: REMOVE: This course is also offered as PSYCH 150

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

Effective: FA13

Rationale: PSYCH 150 is being deleted.

COURSE ID	COURSE TITLE
SPAN 101	College Spanish I

Effective: FA13

Rationale: The course was approved on November 15, 2012 as a six-year revision. The course is being revised within the course content. Item Y needs to be Preterit tense of regular verbs to match the C-ID Descriptor. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
THART 108	World Drama I

CATALOG DESCRIPTION: Survey of the history of theatre from its earliest origins in 6th century B.C.E to the Elizabethan period in the 1500-1600's. Focus on important plays, playwrights and the development of theatre practices and techniques. This course is also offered as ENGL 108.

SCHEDULE DESCRIPTION: Survey of the history of theatre from its earliest origins in 6th century B.C.E to the Elizabethan period in the 1500-1600's.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
THART 109	World Drama II

CATALOG DESCRIPTION: Survey of the history of the theatre from the 1600's to the present. Focus on important plays, playwrights and techniques of theater presentation. This course is also offered as ENGL 109.

SCHEDULE DESCRIPTION: Survey of the history of the theatre from the 1600's to the present.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
THART 145X4	Advanced Theatre Workshop

COURSE ID: THART 145

COURSE TITLE: Advanced Theatre Practicum I

PREREQUISITE: None

DEPARTMENTAL RECOMMENDATION: Successful completion of THART 140X2 or THART 134X4

CATALOG DESCRIPTION: Participation in a variety of advanced activities associated with the preparation, rehearsal, production and performance of plays, musicals and dance performances including playwriting, performance, design or directing.

SCHEDULE DESCRIPTION: Participation in a variety of advanced activities associated with the preparation, rehearsal, production and performance of plays, musicals and dance performances including playwriting, performance, design or directing.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability

COURSE ID	COURSE TITLE
THART 150X4	Summer Theatre Workshop

COURSE ID: THART 150

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

Effective: FA13

Rationale: Removal of all references of "X4" to comply with Title 5 regulation regarding course repeatability. No changes are being made to the equate codes.

COURSE ID	COURSE TITLE
THART 174X4	Dance Production Workshop

DEPARTMENTAL RECOMMENDATION: Audition with instructor

CATALOG DESCRIPTION: ADD: This course is also offered as DANCE 174X4

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: The crosslisted course of PE/I 174X4 was deleted. THART 174X4 will be crosslisted with DANCE 174X4.

COURSE ID	COURSE TITLE
THART 226	Play and Screenplay Analysis

PREREQUISITE: ENGL 010 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process

CATALOG DESCRIPTION: Techniques of analysis necessary to understand the structure, construction and formats of plays and screenplays. Includes the study of the elements of plot, character, dialogue and theme in plays in a diverse selection of periods and styles and the structure and form of screenplays in diverse genres. This course is also offered as ENGL 226.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Six-year revision

COURSE ID	COURSE TITLE
THART 246X4	Special Projects in Theatre Arts

COURSE ID: THART 246ABCD

Curriculum Meeting: 01/28/13, 02/11/13, 02/25/13 (academic programs to follow)

Conjoint Meeting: 02/26/13

Board of Trustees Meeting: 03/14/13

PREREQUISITE: None

CATALOG DESCRIPTION: Laboratory projects for selected students in any area of theatre, with projects determined jointly by instructor and student.

Note: Course does not currently equate with SBVC

Effective: FA13

Rationale: Course has been split into four courses to comply with Title 5 regulations regarding course repeatability and all references of "X4" are being removed.

COURSE DELETIONS

COURSE ID	COURSE TITLE
ART 202X4	Intermediate Topics in Painting
ART 247X4	Special Projects in Art
GEOG 119X4	Selected Studies in Geography
GEOL 246X4	Special Problems in Geology
MICRO 247X4	Special Problems in Microbiology
MICRO 248X4	Special Problems in Microbiology
MUSIC 154X4	College Singers I
MUSIC 156X4	College Singers II
MUSIC 176X4	Jazz Combo I
MUSIC 177X4	Jazz Combo II
MUSIC 247X4	Special Projects in Music
PSYCH 150	Gerontology
THART 246X4	Special Projects in Theatre Arts

Effective: FA13

Rationale: Most of the courses are being replaced to comply with Title 5 requirements regarding course repeatability and other courses are no longer being offered.

DISTANCE EDUCATION

COURSE ID	DE TYPE
ART 120	100% online
CHC 062	100% online
ECON 200	100% online
ECON 201	100% online
HUM 140	100% online
MUSIC 134	100% online

Effective: FA13

Rationale: To increase Distance Education course offerings

CHC GENERAL EDUCATION

D4. Critical Thinking and Information Literacy

REMOVE: PBSF 127X2, PSYCH 127X2

ADD: PBSF 127

E. Health and Wellness

REMOVE: PE/I 105X4, 106X4, 108X4, 120X4, 127X4, 130X4, 143X4, 148X4, 155X4, 159X4, 163X4, 168X4, 190X4, 200G-ZX3; PE/T 130X4; THART 130X4, 163X4

ADD: PE/I 105, 106, 108, 120, 127, 130, 143, 148, 155, 159, 163, 168, 190, 248; 200H-Z; PE/T 130; DANCE 130, 143, 163

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: March 13, 2013

SUBJECT: Consideration of Approval of Classified Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Bernnae Thomure, Clerical Assistant II, SBVC, Timothy Hosford, Library Media Clerk, SBVC, and Phuong D. Nguyen, Tool Room Specialist, SBVC.

OVERVIEW

The employees on the attached list are submitted for approval.

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.

Thomure, Bernnae, Clerical Assistant II, Financial Aid, SBVC, 12-month, full-time position, Classified Salary Schedule, Range 25, Step A, \$2,431.00 per month, effective April 1, 2013. Replacement for Karla Ybarra.

Hosford, Timothy, Library Media Clerk, SBVC, 12-month, full-time position, Classified Salary Schedule, Range 26, Step A, \$2,491.00 per month, effective April 1, 2013. Replacement for Dawn Williams.

Nguyen, Phuong D., Tool Room Specialist (47.5%, 10 months), SBVC, Classified Salary Schedule Range 26, Step A, \$1,183.23 per month, effective April 1, 2013. New position.

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: March 14, 2013

SUBJECT: Consideration of Approval of Tuition Reimbursement for Classified
Confidential Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve tuition reimbursement for Ashley Lucht, Human Resources Generalist, District.

OVERVIEW

Ashley Lucht is requesting tuition reimbursement to obtain a Master's in Business Administration from the University of Redlands.

ANALYSIS

This request is in compliance with Board Policy 7260 which states that confidential personnel shall be eligible for tuition cost and reimbursement from an accredited institution and no tuition cost paid by the District is to exceed 80% of a per unit basis cost of similar course work at the University of California.

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: March 14, 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

Professional Expert Hourly Employees

March 14, 2013

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Acosta, Jhoann	FNX	DIST	Editor	3/18/13	6/30/13	\$25.00
Adame, Daniel A	KVCR	DIST	Editor	3/18/13	6/30/13	\$18.00
Bozar, Christine W	Office of Resource Development and Grants	CHC	Grant Writer	3/16/13	6/30/13	\$30.00
Cundieff, Eric L	Criminal Justice Division	SBVC	Facilitator/ Evaluator/ Safety Facilitator	3/15/13	6/30/13	\$35/\$105 (Per session)/\$25
Davila Jr, Rodolfo	FNX	DIST	Content Specialist	3/18/13	6/30/13	\$25.00
Gustuson, Rachael M	President's Office	CHC	Staff Writer/ Photographer	3/15/13	6/30/13	\$20.00
Hesterly, Alison L	Fire Technology Program	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	3/18/13	6/30/13	\$30/\$23/\$22.50
Jabr, Alexandra	Public Safety & Emergency Service	CHC	Lab Instr / Primary Instr / EMS Specialist	3/18/13	6/30/13	\$20.00/ \$25./ \$30.00
Lopez, Nathanael J	Fire Technology Program	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	3/18/13	6/30/13	\$30/\$23/\$22.50
Oliver, Laura L	President's Office	CHC	Staff Writer / Photographer	3/15/13	6/30/13	\$16.00
Sigo, Christopher L	FNX	DIST	Special Events Planner	3/18/13	6/30/13	\$25.00
Stine, Robert D	Public Safety & Emergency Service	CHC	Lab Instr / Primary Instr / EMS Specialist	3/18/13	6/30/13	\$20.00/ \$25./ \$30.00
Walters, Elizabeth L	Public Safety & Emergency Service	CHC	Lab Instr / Primary Instr / EMS Specialist	3/18/13	6/30/13	\$20.00/ \$25./ \$30.00

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

Groff, Rick	Fire Technology Program	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	1/2/13	1/13/13	\$30/\$23/\$22.50
Gustuson, Rachael M	President's Office	CHC	Staff Writer/ Photographer	1/11/13	3/14/13	\$20.00
Oliver, Laura L	President's Office	CHC	Staff Writer / Photographer	1/11/13	3/14/13	\$16.00
Solometo, Richard	Fire Technology Program	CHC	Fire Tech Specialist/ Tactical Officer/ Safety Officer	1/2/13	1/13/13	\$30/\$23/\$22.50
Xayaphanthong, Soutsakhone	Counseling	CHC	Counseling Intern	12/13/12	12/21/12	\$12.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Short-Term Hourly Employees

March 14, 2013

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Espy, Nicholas	Health & Physical Education	CHC	Lifeguard	3/15/13	6/30/13	\$10.00
Fellenz, Joshua	Health & Physical Education	CHC	Lifeguard	3/15/13	6/30/13	\$10.00
Gallardo, Roy L	Art Department	CHC	Model (Undraped)	3/15/13	5/23/13	\$15.00
Green, Suzanne	Theatre Arts	CHC	Project Assistant II	3/15/13	6/30/13	\$11.00
Henry, Lisa K	English Department	SBVC	Tutor III	3/15/13	6/30/13	\$13.00
Kelley, Catherine A	English Department	SBVC	Tutor III	3/15/13	6/30/13	\$13.00
Kinzer, Iryna	Student Success Center	SBVC	Tutor III	3/15/13	6/30/13	\$13.00
Lovell, Jeanne-Marie	Art Department	SBVC	Model (Undraped)	3/15/13	5/15/13	\$15.00
Martinez, Patrick	Student Success Center	SBVC	Tutor III	3/15/13	6/30/13	\$13.00
Pham, Chung Thuy	Student Success Center	SBVC	Tutor III	3/15/13	6/30/13	\$13.00

Ruvalcaba, Ruben	English Department	SBVC	Tutor III	3/15/13	6/30/13	\$13.00
Saldana, Christabel	Student Success Center	SBVC	Tutor III	3/15/13	6/30/13	\$13.00
Silva, Robert	Student Success Center	SBVC	Tutor III	3/15/13	6/30/13	\$13.00
Taylor, Miles	Health & Physical Education	CHC	Lifeguard	3/15/13	6/30/13	\$10.00
Trehwella, Donnamaria	KVCR	DIST	Project Assistant III	3/15/13	6/30/13	\$13.00
Zuick, Nhan	Student Success Center	SBVC	Tutor III	3/15/13	6/30/13	\$13.00

Ratification is request the department to ratify employment for the employees listed below who worked prior to being approved by the Board of Trustees.

Trehwella, Donnamaria	KVCR	DIST	Project Assistant III	1/1/13	3/14/13	\$13.00
Duenas, Kevin A	Alternative Text Production	DIST	Project Assistant II	1/1/13	6/30/13	\$11.00
Harrison, Rebekah	Alternative Text Production	DIST	Project Assistant II	1/1/13	6/30/13	\$11.00
Melgoza, Jorge G	Alternative Text Production	DIST	Project Assistant II	1/1/13	6/30/13	\$11.00
Prado, Vanessa	Alternative Text Production	DIST	Project Assistant II	1/1/13	6/30/13	\$11.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Substitute Employees

March 14, 2013

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Cooper, Katie Jo	Police	DIST	Dispatch Clerk	3/8/13	5/1/13	\$15.81
Falcon, Jonathan	Police	DIST	College Security Officer	1/31/13	3/30/13	\$15.43
Heard, David R	Police	DIST	College Security Officer	2/28/13	4/29/13	\$15.43
Herrera, Claudia	Library	SBVC	Library Media Clerk	3/8/13	4/2/13	\$14.31
Johnson, Daniel	Custodial	CHC	Custodian	1/7/13	3/7/13	14.68/Day 15.05/Swing
Lopez, Richard E	Custodial	CHC	Custodian	2/2/13	4/2/13	14.68/Day 15.05/Swing
Manuel, Anand	KVCR	DIST	Web Developer	1/14/13	2/28/13	\$28.59
Martinez, Anabel	Accounting	DIST	Account Clerk II	2/11/13	4/11/13	\$15.81
McCartney, Karen A	Biology	CHC	Lab Technician	12/11/12	2/10/13	\$19.25
Medina, Miguel	Police	DIST	College Police Officer	2/28/13	4/29/13	\$22.33
Nguyen, Phuong	Tool Room	SBVC	Tool Room Specialist	3/5/13	5/5/13	\$14.31
Rosales Jr, Manuel	KVCR	DIST	Broadcast Operator	12/20/12	2/20/13	\$19.25
Scudder, Robert	Distributed Education	DIST	Instructional Support Specialist	2/12/13	4/12/13	\$28.59
Smith, Sally	Payroll	DIST	Account Clerk II	2/4/13	4/4/13	\$15.81
Thomure, Bernnae	Financial Aid	SBVC	Clerical Assistant II	3/3/13	5/3/13	\$13.97
Webber, Ian	Culinary Arts	SBVC	Lab Technician, Restaurant Manager	2/9/13	4/9/13	\$19.25
Willming, Aaron	Police	DIST	College Security Officer	3/8/13	5/1/13	\$15.43

Amend Board of February 14, 2013 to read as follows; Site was submitted incorrectly

St. Jean, Cyndie	Grant & Resource Development	SBVC	Secretary II	1/28/13	3/28/13	\$17.02
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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: March 14, 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.

**Crafton Hills College
Adjunct & Substitute Academic Employees
Spring 2013**

NAME	DISCIPLINE
Cuevas, Dion	Art
Hawkins, Judy	English
Segura, Danielle	Art
Snow, Stephen	Art
Sutter, Oliver	Art

**San Bernardino Valley College
Adjunct & Substitute Academic Employees
Academic Year 2012-2013**

NAME	DISCIPLINE
Cisneros, Maribel	Student Development
Dutton, Debra	Biology
Golchert, Kory	Chemistry
Lim, Sunggon	Chemistry
Roy, Aaron J.	Physics
Saad, Nancy	Biology
Schwartz, Rebecca	Water Supply Technology
Sherrill, Daniel	Geography

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: March 14, 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.

**San Bernardino Valley College
Non-Instructional Pay
Academic Year 2012-2013
March 14, 2013**

Dunn, Natalia, panelist and workshop facilitator at the Celebrating Women in Mathematics and Science Day, 3-15-13, not to exceed 6 hours at \$43.16 per hour.

Engstrom, Vanessa, supporting the Water Supply Technology/Professional Development Center Program funded through a grant from the Applied Technology Training Center, 03-15-13 to 05-24-13, not to exceed 10 hours, at \$43.16 per hour.

Krizek, Jeffrey, supporting the Water Supply Technology/Professional Development Center Program funded through a grant from the Applied Technology Training Center, 03-15-13 to 05-24-13, not to exceed 10 hours, at \$43.16 per hour.

Vasquez, Tatiana, supporting the MSEIP (Minority Science Engineering Improvement Program) by developing the SI (Supplemental Instruction) program, 01-07-13 to 05-31-13, not to exceed 60 hours at \$43.16 per hour. This is an amendment to increase non-instructional hours from 20 to 60 hours. This was previously approved at the December 13, 2013 board for 20 hours.

Herrera, Jamie, Adjunct Counselor, Transfer & Career Services, 1/7/2013--6/30/2013, not to exceed 257 hours per spring semester, at \$43.16 per hour.

**CHC
Non Instructional Pay
Spring 2013**

Allen, Denise, Promote CHC Career Technical Education programs through outreach directed toward the community, secondary schools, secondary school teachers and counselors. Hourly rate of \$43.16 not to exceed 30 hours, 03/14/13 – 06/30/13.

Contreras, Amber, Promote CHC Career Technical Education programs through outreach directed toward the community, secondary schools, secondary school teachers and counselors. Hourly rate of \$43.16 not to exceed 30 hours, 03/14/13 – 06/30/13.

Franklin, Brad, Promote CHC Career Technical Education programs through outreach directed toward the community, secondary schools, secondary school teachers and counselors. Hourly rate of \$43.16 not to exceed 30 hours, 03/14/13 – 06/30/13.

Hunter, Morris, Promote CHC Career Technical Education programs through outreach directed toward the community, secondary schools, secondary school teachers and counselors. Hourly rate of \$43.16 not to exceed 30 hours, 03/14/13 – 06/30/13.

Jones, JoAnn, Promote CHC Career Technical Education programs through outreach directed toward the community, secondary schools, secondary school teachers and counselors. Hourly rate of \$43.16 not to exceed 30 hours, 03/14/13 – 06/30/13.

McLaren, Meridyth, Promote CHC Career Technical Education programs through outreach directed toward the community, secondary schools, secondary school teachers and counselors. Hourly rate of \$43.16 not to exceed 30 hours, 03/14/13 – 06/30/13.

Reese, Gary, Promote CHC Career Technical Education programs through outreach directed toward the community, secondary schools, secondary school teachers and counselors. Hourly rate of \$43.16 not to exceed 30 hours, 03/14/13 – 06/30/13.

Sullivan, Dan, Promote CHC Career Technical Education programs through outreach directed toward the community, secondary schools, secondary school teachers and counselors. Hourly rate of \$43.16 not to exceed 30 hours, 03/14/13 – 06/30/13.

Word, Dan, Promote CHC Career Technical Education programs through outreach directed toward the community, secondary schools, secondary school teachers and counselors. Hourly rate of \$43.16 not to exceed 30 hours, 03/14/13 – 06/30/13.

Yau, Margaret, Promote CHC Career Technical Education programs through outreach directed toward the community, secondary schools, secondary school teachers and counselors. Hourly rate of \$43.16 not to exceed 30 hours, 03/14/13 – 06/30/13.

Ratification is requested for instructors who were inadvertently left off the February 14, Board of Trustees meeting list for developing Learning Communities for the Left Lane Project, STEM Pathways Curriculum Review and Development, and participating in the STEM Pathways SciFri Event, CHC.

Kapoor, Anil, STEM Pathways SciFri Event Stipend, \$400.00, 02/01/13.

Purves, Dianne, STEM Pathways SciFri Event Stipend, \$400.00, 02/01/13.

Roche, Joshua, STEM Pathways SciFri Event Stipend, \$400.00, 02/01/13.

Roche, Joshua, STEM Pathways Curriculum Review and Development Stipend, \$1,000.00, 01/14/13 – 05/24/13.

Walker, Laura, Left Lane Project Learning Communities Stipend, \$600.00, 01/14/13 – 05/23/13.

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: March 14, 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 individuals will serve as assistant coaches for the Spring 2013 Season: Giancarlo Botello, Assistant Coach, Men/Women Track & Field, \$2,081.00 and Omar Shaheed, Assistant Coach, Men/Women Track & Field, \$4,162.00

ANALYSIS

Coaches are routinely hired for sports 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: Dr. Cheryl Marshall
President, CHC

DATE: March 14, 2013

SUBJECT: Consideration of Approval to Grant Tenure

RECOMMENDATION

It is recommended that the Board of Trustees approve tenure for academic employees.

OVERVIEW

The Tenure Review Committee at Crafton Hills College was convened as per Agreement between the San Bernardino Community College District and the San Bernardino Community College District Chapter CTA/NEA, and is recommending approval of tenure to faculty members to the following employees: Amber Contreras, Respiratory Care, and Michael Sheahan, Respiratory Care.

ANALYSIS

Per Article 16, Evaluation Procedure, Section (f), of the CTA Agreement, upon completion of four consecutive satisfactory evaluations, the Tenure Review Committee shall recommend faculty members for tenure.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

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. Cheryl Marshall, President, CHC

DATE: March 14, 2013

SUBJECT: Consideration of Approval of One and Two Year Contract Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve tenure track contracts for academic employees.

OVERVIEW

The following employees on the attached list have been recommended by their division chair/manager to enter into one-year and two-year contracts.

ANALYSIS

The Board of Trustees regularly grants one-year contracts to first year contract employees and two-year contracts to second year faculty per AB-1725.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

**Crafton Hills College
One & Two Year Contract Academic Employees
March 14, 2013**

The following contract employees have been recommended by their division chair/manager to continue first-year probationary status:

Rivera, Ernesto STEM Pathways Coordinator

The following first-year contract employees have been recommended by their division dean/manager to receive second-year probationary status:

Andrews, Breanna American Sign Language
Menchaca, Patricia STEM Pathways Coordinator
Papas, Dean English

The following second-year contract employees have been recommended by their division chair/manager to enter into a two-year contract:

Marino, Mariana Transfer Center Coordinator
Yau, Margaret Computer Information Systems

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: March 14, 2013

SUBJECT: Consideration of Approval of Unpaid Leave of Absence for Academic Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve an unpaid leave of absence for Willene Nelson, Associate Professor, Counseling, SBVC.

OVERVIEW

Willene Nelson requests up to a 5-month extension of her current extended illness leave which will be exhausted March 20, 2013. The unpaid leave of absence would be effective March 21, 2013, and end on or before September 23, 2013.

ANALYSIS

Willene Nelson has exhausted all available leaves and is requesting a five-month unpaid leave of absence per Article 18, Leaves of Absence, Section 12 (a) of the CTA Agreement.

BOARD IMPERATIVE

III – Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Adjunct will be hired which will result in savings to the general fund.

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: March 14, 2013

SUBJECT: Consideration of Approval of Sabbatical Leaves for the 2013-2014
Academic Year

RECOMMENDATION

It is recommended that the Board of Trustees approve 2013-2014 sabbatical leaves for academic employees.

OVERVIEW

The District Sabbatical Leave Committee is scheduled to meet to review the requests and forward their recommendations to the Chancellor. The approved sabbatical leaves will be submitted as an addendum to the March 14, 2013 Board Meeting.

ANALYSIS

On December 13, 2012, the Board of Trustees granted one sabbatical leave for each college for the 2013-2014 academic year. The Sabbatical Leave Committee at each campus met and forwarded their recommendations to the District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

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

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

DATE: March 14, 2013

SUBJECT: Consideration of Approval of Revised Management Job Descriptions

RECOMMENDATION

It is recommended that the Board of Trustees approve the revised management job descriptions for Aquatics Director, Emergency Preparedness Manager and Director, Fiscal Services.

OVERVIEW

The Aquatics Director is responsible for the daily operation, planning, organization, and administration of the Crafton Hills College Aquatics Center. The Emergency Preparedness Manager oversees, coordinates, develops, implements, promotes, evaluates and manages the District's disaster, emergency preparedness and response program and activities. The Director, Fiscal Services, directs, manages, supervises and coordinates assigned activities and operations of the Fiscal Services Department.

ANALYSIS

The revised job descriptions will provide a clear and more defined clarification for the positions and meet the needs of the campus and District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

AQUATICS DIRECTOR

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class.*

SUMMARY DESCRIPTION

Under the general direction of the Vice President of Administrative Services, the Aquatics Director is responsible for the daily operation, planning, organization, and administration of the Crafton Hills College Aquatics Center.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Plans, directs, supervises and assumes primary responsibility for the safe and efficient conduct of all events in the Aquatics Center.
2. Develop, implement, and market aquatic programming, which may include: swimming lessons, competitions, private lessons, arthritis aquatics, water fitness, lifeguard classes, special events, and the summer activity.
3. Manage and maintain required training for Aquatics Center staff.
4. Supervises aquatic staff including pool attendants, lifeguards, seasonal employees, maintenance staff and volunteers.
5. Plans and organizes workloads and staff assignments.
6. Selects, trains, motivates and evaluates assigned staff; reviews progress and directs changes as needed.
7. Directs the patrolling of the pool and the enforcement of safety rules and regulations.
8. Develop, maintain, revise, and enforce pool policies and procedures.
9. Provides leadership and direction in the development of short and long range plans. Gathers, interprets, and prepares data for studies, reports and recommendations.
10. Assures that assigned areas of responsibility are performed within budget, and performs cost control activities.
11. Monitors revenues and expenditures in assigned area to assure sound fiscal control and prepares annual budget requests.
12. Assures effective and efficient use of budgeted funds, personnel, materials, facilities, and time.
13. Researches, plans and implements fee structures for aquatic facilities.
14. Plans, develops and implements aquatic programs and coordinates staff in the implementation of the programs.
15. Prepares for publication a variety of brochures, calendars, letters, posters, news releases, flyers, and related communications promoting aquatic programs and facilities.
16. Reviews existing aquatic programs and revises or changes programs as needed.

17. Approves the scheduling of all aquatic activities in accordance with the District Civic Center Policy through the Facilities Use office.
18. Responds to public inquiries about aquatics programs made by telephone, correspondence, or during public meetings.
19. Promotes interest and provides information regarding aquatics programs to District and campus administration and management, community organizations, community service groups, other departments, and the general public.
20. Assures the facility is in compliance with local, state, and federal regulations.
21. Collect and provide statistical data related to aquatics and facilities.
22. Develop and implement the master pool schedule with campus departments and community users of the aquatics facilities.
23. Oversee daily physical operation of the pool, including pool chemistry, maintenance, pool cleaning and chemical purchases.
24. Maintain regular communication with Maintenance and Operations regarding mechanical issues and cleaning of the facility.
25. Spend time on pool deck as necessary (i.e. fill in for pool attendants, during large events, etc.).
26. Develop, maintain, and improve aquatics portion of the CHC website in collaboration with web development staff.
27. Oversee the scheduling of lifeguards, aquatic staff, and facility supervisors as necessary.
28. Work cooperatively with college departmental user groups, clubs, local municipalities, and community organizations to logistically schedule the pool facility.
29. Inform appropriate parties of rental groups, special events, etc. Coordinate such activities as required.
30. Works closely with the Crafton Hills College Foundation to plan, organize and conduct a variety of special events and fundraising efforts on behalf of the campus.
31. Performs a variety of miscellaneous duties such as answering phone, typing correspondence, running errands, picking up supplies needed for activities, helping set up for classes, events, etc.
32. Supports the mission, vision, and goals of the campus, participating in professional development activities, campus governance by serving on college committees, and participating in and attending all department and division meetings in accordance with college policies.
33. Performs other related duties as assigned.
34. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
35. Performs related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Operational characteristics, services, and activities of an aquatics program.
Pool equipment, mechanical equipment, and chemical treatment systems.
Principles and practices of program development and administration.
Principles and practices of budget preparation and administration.

Principles of supervision, training, and performance evaluation.
Pertinent federal, state, and local laws, codes, and regulations related to health and safety.

Ability to:

Oversee and participate in the management of a comprehensive aquatics program.
Oversee, direct, and coordinate the work of lower level staff.
Participate in the selection and recommendation, supervision, training, and evaluation of staff.
Participate in the development and administration of goals, objectives, and procedures for assigned area.
Gather and analyze data and situations and make appropriate decisions.
Prepare and present comprehensive, concise, clear oral and written reports.
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
Interpret and apply California Education Code, Title 5, federal, state, and local policies, laws, and regulations as it relates to the position.
Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.
Demonstrate professionalism, fairness and honesty in all aspects of the performance of duties.
Provide leadership based on ethics and principles as they relate to the assigned functions and operations.
Communicate clearly and concisely, both orally and in writing.
Respond immediately to critical incidents and physical ability to act swiftly in an emergency situation.
Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

A Bachelor's degree from an accredited college or university.

Required Experience:

Two (2) years of aquatics work experience and two (2) years of administrative and supervisory responsibility in an aquatics facility.

License or Certification:

1. Current lifeguard certification or the ability to obtain within the first 30 days of employment.
2. Current lifeguard instructor or water safety instructor or swim coach certification from a nationally recognized program or the ability to obtain within the first 30 days of employment.
3. Current CPR and First Aid certifications or the ability to obtain within the first 30 days of employment.
4. Ability to obtain a Certified Pool Operator or Aquatics Facility Operator within the first four (4) months of employment.

Preferred Education & Experience:

1. A Bachelor's degree in recreation, physical education, sports administration or related field from an accredited college or university.
2. Experience in facility management or pool operations.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in an outdoor setting.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.

Board Approved: July 12, 2012

Revised: March 14, 2013

Range: 9

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

EMERGENCY PREPAREDNESS MANAGER

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class.*

SUMMARY DESCRIPTION

Under the direction of the Chief of Police, the Emergency Preparedness Manager oversees, coordinates, develops, implements, promotes, evaluates and manages the District's disaster, emergency preparedness and response program and activities. This position works closely with the District's Environmental Health & Safety Administrator and Campus/District Safety Officers. The Emergency Preparedness Manager provides leadership, expertise and professional consultation to the District in all phases of emergency management, which includes mitigation, preparedness, response and recovery.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Develops, implements, promotes, evaluates and manages the District's emergency preparedness and response program and activities to comply with federal, state, and local regulations.
2. Develops, coordinates, facilitates and conducts all disaster, emergency preparedness and response related trainings and workshops/seminars for staff, faculty and students.
3. Develops educational, technical and promotional materials, posters, brochures, newsletters etc. to create and increase the District's emergency preparedness awareness.
4. Advises management on technical and administrative matters related to disaster, emergency preparedness and response management programs.
5. Conduct assessments of all disaster equipment and supplies; and implement a system to maintain adequate inventory of equipment and supplies.
6. Recommend resource allocations and prepare budget proposals for funding, staffing, and supplies.
7. Identifies availability of state and federal funds; research, prepare and write grant proposals and reports.
8. Coordinate all emergency planning efforts with medical, health, and public safety agencies throughout the city, county, state, and federal governments.
9. Participates in the assignment of campus/District Office Community Emergency Response Training (CERT) teams and building captains for each site; coordinate and facilitate training and exercises.
10. Responds to and assists in the management of events leading up to and including Emergency Operations Center (EOC) activations, and when needed, serves as EOC Coordinator in an advisory capacity providing technical assistance and support for the Chancellor or designee during emergency and EOC operations.
11. Serves on the District's Safety Committee; participates as needed in campus Safety Committee meetings; and assists in safety planning and preparation.
12. Serves as the District's liaison with governmental and regulatory agencies; participates in county, regional and state disaster, emergency preparedness and responses.

13. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
14. Performs related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Operational characteristics, services, and activities of a disaster, emergency preparedness and response program, including Incident Command System (ICS), Statewide Emergency Management System (SEM), and National Incident Management System (NIMS).
Principles and practices of disaster and emergency management.
Methods, techniques and practices of emergency response master plans required for public safety.
Principles, procedures and practices relating to building and campus safety and security.
Principles and practices of program development and administration.
Principles and practices of budget preparation and administration.
Principles of supervision, training, and performance evaluation.
Pertinent federal, state, and local laws, codes, and regulations relating to public safety, disaster, and emergency preparedness and response.
Reporting protocols and deadlines associated with the California Office of Emergency Services (OES) and Federal Emergency Management Agency (FEMA).

Ability to:

Oversee and participate in the management of a comprehensive public safety, disaster, and emergency preparedness and response program.
Oversee, direct, and coordinate the work of lower level staff.
Participate in the selection and recommendation, supervision, training, and evaluation of staff.
Participate in the development and administration of goals, objectives, and procedures for assigned area.
Gather and analyze data and situations and make appropriate decisions.
Prepare and present comprehensive, concise, clear oral and written reports.
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
Interpret and apply California Education Code, Title 5, Occupation Safety and Health Administration (OSHA) federal, state, and local policies, laws, and regulations as it relates to the position.
Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.
Demonstrate professionalism, fairness and honesty in all aspects of the performance of duties.
Provide leadership based on ethics and principles as they relate to disaster, emergency preparedness and response functions and operations.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

~~A Bachelor's~~ An Associates degree from an accredited college or university.

Required Experience:

Two (2) years of responsible disaster, emergency preparedness and/or response experience.

Certificate, License or Registration:

1. A valid California Driver's License and proof of a good driving record upon appointment.

Preferred Experience:

3. ~~2-(two)~~ Two (2) years experience working in a California community college.
4. Experience in developing emergency preparedness and/or multi-jurisdictional hazard mitigation plans.
5. Experience in writing and managing emergency preparedness grants.
6. Certified Emergency Manager (CEM) certification is desirable.
7. A Bachelor's degree or higher from an accredited college or university.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull up to 25 pounds; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

DIRECTOR, OF FISCAL SERVICES

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class.*

SUMMARY DESCRIPTION

~~Under administrative direction of the Vice Chancellor, Fiscal Services, directs, manages, supervises and coordinates assigned activities and operations of the Fiscal Services Department including the Director of Fiscal Services is responsible for the management of District-wide budget and accounting and payroll functions, assists in the preparation and control of District budgets, prepares or supervises the preparation of financial reports, provides analysis and interpretation of accounting data; and reports, coordinates assigned activities with other departments, divisions, and outside agencies; and provides highly responsible and complex administrative support to the administration Vice Chancellor, Fiscal Services assists administrative staff members on accounting matters and performs related duties as required.~~

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

- ~~1. Plans, organizes and directs the work of the district's accounting and payroll departments.~~
- ~~2. Assists in the preparation of district budget and preparation of budget documents as required.~~
- ~~3. Approves transfers among accounts, checks receivables, abatements, payables and adjustments and prepares explanatory materials and instructions.~~
- ~~4. Provides technical advice and information to administrators and staff members on financial and budgeting matters.~~
- ~~5. Prepares or reviews all financial reports.~~
- ~~6. Assists the Business Manager on the procurement of supplies, equipment, materials and services in accordance with the state and local laws, rules and regulations.~~
- ~~7. Works with federal, state and local agencies on technical accounting issues.~~
- ~~8. Participates in the ongoing review, update, formulation and implementation of business procedures.~~
- ~~9. Assists in the development of district financial and budgeting policies.~~
- ~~10. Maintains proper internal accounting control to safeguard district assets, establish accuracy and reliability of financial data and ensures compliance with prescribed managerial policies.~~
- ~~11. Plans, organizes and oversees external audits of district operations.~~
- ~~12. Trains, supervises and instructs subordinate staff.~~
- ~~13. Handles special assignments and assists in analyzing other business services activities as directed.~~

Management

1. Manage the operations of the budget and accounting, and payroll departments.
2. Monitors and analyzes revenue and expenditures, monitors cash balances to assure cash availability to meet District needs.

3. Selects, trains, motivates, and evaluates assigned personnel; assigns work activities, projects, and programs; reviews and evaluates work products, methods, and procedures; meets with personnel to identify and resolve problems.
4. Monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; recommends appropriate service and staffing levels.
5. Recommends and administers a system of accounting policies and procedures.
6. Provides technical advice and information to administrators and staff members on financial and budgeting matters
7. Serves on a variety of committees; serves as a liaison for the Fiscal Service Department with other departments, divisions, and outside agencies.
8. Attends and participates in professional group meetings; maintains awareness of new trends and development in the field of accounting and financial management; incorporates new developments as appropriate.
9. Reviews and approves employee requisitions for funding
10. Responds to and resolves difficult and sensitive inquiries and complaints.
11. Handles special assignments and performs other related duties as assigned.

Transactions

1. Assures timely and accurate preparation and distribution of warrants to District employees and vendors.
2. Operate the District's accounting software package.
3. Maintain a chart of accounts that fulfills the record keeping needs of the District.
4. Maintain an orderly filing system for all accounting records, including a system of document archiving and destruction; provides assistance to others in the development and maintenance of accounting records.

Reporting

1. Compile and issue accurate financial statements on a timely basis.
2. Measure the financial and operational performance of the business and report this information in ongoing reports to management.
3. Conducts a variety of organizational studies, investigations, and operational studies, prepares various financial analyses for management; recommends modifications to accounting programs.
4. Assist in the preparation of other District reports as directed.
5. Provide information needed by outside auditors to examine the company's financial statements and accounting system; directs the closing of the fiscal year; implements auditor's recommendations.

Planning

1. Coordinate the preparation of the District-wide annual budget and other related budget documents, as well as testing it for achievability.
2. Oversees and participates in the development and administration of the Fiscal Services' department annual budget; participates in forecasts of funds needed for staffing, equipment, materials, and supplies; monitors and approves expenditures; implements adjustments.

3. Manages and participates in the development and implementation of goals, objectives, and priorities for assigned areas and programs.

Compliance

1. Maintain proper internal accounting controls over all accounting functions to safeguard District assets; establish accuracy and reliability of financial data and ensure compliance with District policies and procedures.
2. Monitor compliance with Generally Accepted Accounting Principles.
3. Comply with any filing requirements imposed by local, state, or federal governing authorities; file all reports and claims for cash advances and reimbursements.
4. Comply with all tax reporting and payment requirements.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

~~Policies, procedures, principles and practices used in accounting and financial record keeping especially as they pertain to governmental and school district operations.~~

~~State accounting and reporting requirements.~~

~~Principles of California Community College finance, business office management, supervision and training.~~

Operational characteristics, services, and activities of an accounting program pertinent to college district including those related to categorically funded programs.

Advanced principles and practices of professional accounting, finance, budgeting and auditing.

~~Advanced methods and techniques of processing payroll for classified and certificated employees.~~

Principles and practices of program development and administration.

Methods and techniques of internal control, cash flow and funds management.

Principles and business applications of data processing.

State accounting and reporting requirements.

Methods and techniques governing the design and development of financial systems.

Principles and practices of budget preparation and administration.

Principles of supervision, training, and performance evaluation.

Pertinent federal, state, and local laws, codes, and regulations.

Ability to:

~~Direct, coordinate and control the operations of the accounting and payroll departments.~~

~~Supervise and perform professional accounting, statistical and auditing work.~~

~~Set up and maintain a fiscal record keeping system in a school district.~~

~~Analyze financial and statistical data.~~

~~Train and supervise professional and support personnel.~~

~~Meet deadlines.~~

~~Speak and write effectively.~~

~~Understand and carry out oral and written directions; establish and maintain cooperative working relationships with others.~~

Oversee and participate in the management of a comprehensive accounting and fiscal services program.

Oversee, direct, and coordinate the work of lower level staff.

Select, supervise, train, and evaluate staff.

Participate in the development and administration of goals, objectives, and procedures for assigned area.

Assist in the preparation and administration of the District budget.

Prepare clear and concise administrative and financial reports.

Supervise and perform professional accounting, statistical and auditing work involving the establishment, maintenance, and interpretation of interrelated financial policies and procedures.

Assemble, analyze, and interpret data, and make appropriate recommendations for fiscal and budget actions.

Oversee and ensure accurate processing of classified and certificated payroll.

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.

Coordinate and oversee internal and external audits.

Research, analyze, and evaluate new service delivery methods and techniques.

Interpret and apply federal, state, and local policies, laws, and regulations.

Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

A Bachelor's degree from an accredited college or university with major course work preferably in accounting, business administration or a related field.

Required Experience:

Five (5) years of increasingly responsible experience in general accounting, including three (3) years at a managerial/supervisory level in general accounting and/or payroll preferably in a college or government setting.

Preferred Experience:

1. A Master's degree from an accredited college or university with major course work preferably in accounting, business administration or a related field.
2. A Certified Public Accountancy (CPA) certificate.
3. Experience in a community college setting.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.

Board Approved: August 4, 1995

Revised: March 14, 2013

Range: 19

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: March 14, 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.

San Bernardino Valley College
 Volunteers
 Academic Year 2012-2013
 March 14, 2013

NAME	ASSIGNMENT	DATE
Adame, Daniel	Arts & Humanities/Radio, TV & Film	03/15/2013-05/23/2013
Aguliar, Hermelinda	Social Sciences/CDC	03/15/2013-06/30/2013
Alanis, Vivian	Social Sciences/CDC	03/15/2013-06/30/2013
Allen, Amanda	Student Services/Police Academies	03/15/2013-06/30/2013
Allen, Deyon	Social Sciences/CDC	03/15/2013-06/30/2013
Alvarado, Samatha	Social Sciences/CDC	03/15/2013-06/30/2013
Alvarez, Isela	Social Sciences/CDC	03/15/2013-06/30/2013
Alvarez, Janel	Social Sciences/CDC	03/15/2013-06/30/2013
Alvarez, Raelynn	Social Sciences/CDC	03/15/2013-06/30/2013
Alvarez, Xochitl	Social Sciences/CDC	03/15/2013-06/30/2013
Amaro, Chloe	Social Sciences/Athletics	03/15/2013-06/30/2013
Amaro, Mia Z.	Social Sciences/Athletics	03/15/2013-06/30/2013
Ana, Estela	Social Sciences/CDC	03/15/2013-06/30/2013
Arellano, Yesenia	Social Sciences/CDC	03/15/2013-06/30/2013
Arias, Jessica	Social Sciences/CDC	03/15/2013-06/30/2013
Arias, Mirna	Social Sciences/CDC	03/15/2013-06/30/2013
Armstrong, Heather	Social Sciences/CDC	03/15/2013-06/30/2013
Arzate, Julio C.	Social Sciences/CDC	03/15/2013-06/30/2013
Avila, Ana	Social Sciences/CDC	03/15/2013-06/30/2013
Baber, Candice	Social Sciences/CDC	03/15/2013-06/30/2013
Baklanova, Natalia	Social Sciences/CDC	03/15/2013-06/30/2013
Balbuena, Noemi	Social Sciences/CDC	03/15/2013-06/30/2013
Barajas, Mariah	Social Sciences/CDC	03/15/2013-06/30/2013
Barrera, Ronald	Social Sciences/CDC	03/15/2013-06/30/2013
Beavais, Alfred	Arts & Humanities/Art	03/15/2013-05/23/2013
Blackcloud, Brandi	Social Sciences/CDC	03/15/2013-06/30/2013
Bocanegra, Clinton T.	Social Sciences/Athletics	03/15/2013-06/30/2013
Boyd, Jr., Lafayette	Social Sciences/CDC	03/15/2013-06/30/2013
Brown, Autumn	Social Sciences/CDC	03/15/2013-06/30/2013
Burks, Andrea	Social Sciences/CDC	03/15/2013-06/30/2013
Burquez, Edgardo	Student Services/Police Academies	03/15/2013-06/30/2013
Canales, Leslie	Social Sciences/CDC	03/15/2013-06/30/2013
Cano, Sharon	Social Sciences/CDC	03/15/2013-06/30/2013
Cardenas, Melissa	Social Sciences/CDC	03/15/2013-06/30/2013
Caulk, Roger	Arts & Humanities/Art	03/15/2013-05/23/2013
Ceballos, Celeste	Social Sciences/CDC	03/15/2013-06/30/2013
Cerda, Claudia	Social Sciences/CDC	03/15/2013-06/30/2013
Chacon, Elaine	Social Sciences/CDC	03/15/2013-06/30/2013
Contreras, Jessica	Social Sciences/CDC	03/15/2013-06/30/2013
Coopergreen, Millie	Social Sciences/CDC	03/15/2013-06/30/2013
Cordeno, Claudia	Social Sciences/CDC	03/15/2013-06/30/2013
Cortez, Katrina	Social Sciences/CDC	03/15/2013-06/30/2013
Cruz, Laura M	Social Sciences/CDC	03/15/2013-06/30/2013

Dallas, Christopher	Social Sciences/CDC	03/15/2013-06/30/2013
De La Cruz, Maria	Social Sciences/CDC	03/15/2013-06/30/2013
De La Luz Flores, Maria	Social Sciences/CDC	03/15/2013-06/30/2013
Delgado, Maria	Social Sciences/CDC	03/15/2013-06/30/2013
Duncan, Corina	Social Sciences/CDC	03/15/2013-06/30/2013
Ebarra, Stephany	Social Sciences/CDC	03/15/2013-06/30/2013
Echevaria, Alicia	Social Sciences/CDC	03/15/2013-06/30/2013
Eddy, Adrienne	Social Sciences/CDC	03/15/2013-06/30/2013
Edwards, Frances	Social Sciences/CDC	03/15/2013-06/30/2013
Elias, Megan	Social Sciences/CDC	03/15/2013-06/30/2013
Elliott, Elissa N.	Social Sciences/CDC	03/15/2013-06/30/2013
Esparza, Teresa	Social Sciences/CDC	03/15/2013-06/30/2013
Espinoza, Juan	Social Sciences/CDC	03/15/2013-06/30/2013
Etheridge, Ricardo	Social Sciences/Athletics	03/15/2013-06/30/2013
Flores, Jeanette	Social Sciences/CDC	03/15/2013-06/30/2013
Flores, Lorena	Social Sciences/CDC	03/15/2013-06/30/2013
Franco, Nayroui	Social Sciences/CDC	03/15/2013-06/30/2013
Funn, Wayne	Applied Technology/Automotive	03/15/2013-05/16/2013
Gahr, Gabriele	Social Sciences/CDC	03/15/2013-06/30/2013
Galeana, Julieta	Social Sciences/CDC	03/15/2013-06/30/2013
Garcia, Angela	Social Sciences/CDC	03/15/2013-06/30/2013
Garcia, Diana G. Ayon	Social Sciences/Athletics	03/15/2013-06/30/2013
Garcia, Olivia	Social Sciences/CDC	03/15/2013-06/30/2013
Garcia, Patricia	Social Sciences/CDC	03/15/2013-06/30/2013
Garcia, Veronica	Social Sciences/CDC	03/15/2013-06/30/2013
Gastelum, Elizabeth	Social Sciences/CDC	03/15/2013-06/30/2013
Gatlin, Sharon B.	Social Sciences/CDC	03/15/2013-06/30/2013
Gautschi, Robyn	Social Sciences/CDC	03/15/2013-06/30/2013
Gloria, Jeanine	Social Sciences/CDC	03/15/2013-06/30/2013
Gomez, Celina	Social Sciences/CDC	03/15/2013-06/30/2013
Gomez, Cohinda	Social Sciences/CDC	03/15/2013-06/30/2013
Gonzales, Fallon	Social Sciences/CDC	03/15/2013-06/30/2013
Gonzales, Vivian	Social Sciences/CDC	03/15/2013-06/30/2013
Gonzalez, Areli	Social Sciences/CDC	03/15/2013-06/30/2013
Gonzalez, Laura	Social Sciences/CDC	03/15/2013-06/30/2013
Gonzalez, Raquel	Social Sciences/CDC	03/15/2013-06/30/2013
Gracia, April	Social Sciences/CDC	03/15/2013-06/30/2013
Granado, Katrina	Social Sciences/CDC	03/15/2013-06/30/2013
Groves-Sykes, Krystle	Social Sciences/CDC	03/15/2013-06/30/2013
Gutierrez, Cristina	Social Sciences/CDC	03/15/2013-06/30/2013
Gutierrez, Courtney	Social Sciences/CDC	03/15/2013-06/30/2013
Gutierrez, Mayra	Social Sciences/CDC	03/15/2013-06/30/2013
Hageman, Pamela	Social Sciences/CDC	03/15/2013-06/30/2013
Harper, Lolita	Math/STEM Pass Go	03/15/2013
Harris, Jaquira	Social Sciences/CDC	03/15/2013-06/30/2013
Hernandez, Yolanda	Social Sciences/CDC	03/15/2013-06/30/2013
Herrera, Darlene P.	Social Sciences/CDC	03/15/2013-06/30/2013
Herrera, Minerva	Social Sciences/CDC	03/15/2013-06/30/2013
Hill, Skip	Social Sciences/Athletics	03/15/2013-06/30/2013
Holguin,Paul Ricardo	Social Sciences/CDC	03/15/2013-06/30/2013
Housel, Sherrie	Arts & Humanities/Art	03/15/2013-05/23/2013

Humphreys, Eric	Social Sciences/CDC	03/15/2013-06/30/2013
Hunt, Ezra	Arts & Humanities/Art	03/15/2013-05/23/2013
Hutchinson, Serina	Social Sciences/CDC	03/15/2013-06/30/2013
Infante, Janet	Social Sciences/CDC	03/15/2013-06/30/2013
Islas, Cosme	Social Sciences/CDC	03/15/2013-06/30/2013
Jackson, Erica M.	Social Sciences/Athletics	03/15/2013-06/30/2013
Jasso, Gabriel	Student Services/Police Academies	03/15/2013-06/30/2013
Jeffries, Desmond I.	Social Sciences/Athletics	03/15/2013-06/30/2013
Jimenez, Patricia	Social Sciences/CDC	03/15/2013-06/30/2013
Jimenez, Yadira	Social Sciences/CDC	03/15/2013-06/30/2013
Joya, Mayra	Social Sciences/CDC	03/15/2013-06/30/2013
Keith, Lawrence	Social Sciences/CDC	03/15/2013-06/30/2013
Kinzer, Iryna	Math/STEM Pass Go	03/15/2013
Koch, Brandon	Student Services/Police Academies	03/15/2013-06/30/2013
Kuck, Kathleen	Social Sciences/CDC	03/15/2013-06/30/2013
Lansky, Tami	Social Sciences/CDC	03/15/2013-06/30/2013
Lara, Marcela	Social Sciences/CDC	03/15/2013-06/30/2013
Liabeuf, Amanda	Student Services/Police Academies	03/15/2013-06/30/2013
Limon, Nereyela	Social Sciences/CDC	03/15/2013-06/30/2013
Livoni, Cathy	Arts & Humanities/Art	03/15/2013-05/23/2013
Llamas, Kayleen	Social Sciences/CDC	03/15/2013-06/30/2013
Loaiza, Pricsilia	Social Sciences/CDC	03/15/2013-06/30/2013
Long, Sherie	Social Sciences/CDC	03/15/2013-06/30/2013
Lopez, Alma	Social Sciences/CDC	03/15/2013-06/30/2013
Lopez, Ana	Social Sciences/CDC	03/15/2013-06/30/2013
Lopez, Angelina	Social Sciences/CDC	03/15/2013-06/30/2013
Lopez, Gloria	Social Sciences/CDC	03/15/2013-06/30/2013
Lopez, Stephanie	Social Sciences/CDC	03/15/2013-06/30/2013
Loza, Nereida	Social Sciences/CDC	03/15/2013-06/30/2013
Lqoez, Norma	Social Sciences/CDC	03/15/2013-06/30/2013
Luna, Edgar	Student Services/Police Academies	03/15/2013-06/30/2013
Machen, Margo	Math/STEM Pass Go	03/15/2013
Macias, Nathaly	Social Sciences/CDC	03/15/2013-06/30/2013
Macias, Rosa Irene	Social Sciences/CDC	03/15/2013-06/30/2013
Maestas, Anna	Social Sciences/CDC	03/15/2013-06/30/2013
Maldonado, Yamileth	Social Sciences/CDC	03/15/2013-06/30/2013
Malijan, Caroline	Social Sciences/CDC	03/15/2013-06/30/2013
Mancia, Gabriel A.	Social Sciences/Athletics	03/15/2013-06/30/2013
Marin, Edith	Social Sciences/CDC	03/15/2013-06/30/2013
Martinez, Juana	Social Sciences/CDC	03/15/2013-06/30/2013
Matthews, Robin	Social Sciences/CDC	03/15/2013-06/30/2013
Matus, Edward	Social Sciences/Athletics	03/15/2013-06/30/2013
Mays, Jennifer	Social Sciences/CDC	03/15/2013-06/30/2013
Medina, Marylou	Social Sciences/CDC	03/15/2013-06/30/2013
Medrano, Amelia	Social Sciences/CDC	03/15/2013-06/30/2013
Mejia, Rosemary	Social Sciences/CDC	03/15/2013-06/30/2013
Menchaca, Nayeli	Social Sciences/CDC	03/15/2013-06/30/2013
Mendez, Emily O.	Social Sciences/CDC	03/15/2013-06/30/2013
Mendez, Noelia	Social Sciences/CDC	03/15/2013-06/30/2013
Mendonza, Gabriela A.	Math/STEM Pass Go	03/15/2013
Mendoza, Brandie C.	Social Sciences/CDC	03/15/2013-06/30/2013

Mendoza, Lisa	Social Sciences/CDC	03/15/2013-06/30/2013
Meyer, Sarah	Social Sciences/CDC	03/15/2013-06/30/2013
Meza, Olivia G.	Social Sciences/Athletics	03/15/2013-06/30/2013
Miller, Sherell	Social Sciences/CDC	03/15/2013-06/30/2013
Molina, Vanessa	Social Sciences/CDC	03/15/2013-06/30/2013
Montes, Karla	Social Sciences/CDC	03/15/2013-06/30/2013
Montufar, Rosendo	Social Sciences/CDC	03/15/2013-06/30/2013
Morales, Esther	Social Sciences/CDC	03/15/2013-06/30/2013
Moreno, Alejandra	Social Sciences/CDC	03/15/2013-06/30/2013
Moreno, Christine	Social Sciences/CDC	03/15/2013-06/30/2013
Moreno, Marcela	Social Sciences/CDC	03/15/2013-06/30/2013
Morris, Wayneleathe	Social Sciences/CDC	03/15/2013-06/30/2013
Moses, Rosa	Social Sciences/CDC	03/15/2013-06/30/2013
Munoz, Maribel	Social Sciences/CDC	03/15/2013-06/30/2013
Najera, Stephanie	Social Sciences/CDC	03/15/2013-06/30/2013
Nash, Joshua, A.	Social Sciences/Athletics	03/15/2013-06/30/2013
Nava, Mayra	Social Sciences/CDC	03/15/2013-06/30/2013
Navarrete, Alexsa	Social Sciences/CDC	03/15/2013-06/30/2013
Newcomb, Sheila	Social Sciences/CDC	03/15/2013-06/30/2013
Nolin, Shannon C.	Social Sciences/Athletics	03/15/2013-06/30/2013
Ohayon, Jonathan	Arts & Humanities/Art	03/15/2013-05/23/2013
Oldaz, Griselda	Social Sciences/CDC	03/15/2013-06/30/2013
Olivas, Daniella	Social Sciences/CDC	03/15/2013-06/30/2013
Orozco, Yury	Social Sciences/CDC	03/15/2013-06/30/2013
Ortiz, Ashley	Social Sciences/CDC	03/15/2013-06/30/2013
Osuna, Jaidie	Social Sciences/CDC	03/15/2013-06/30/2013
Paine, Kristy	Student Services/Police Academies	03/15/2013-06/30/2013
Pascua, Eric	Social Sciences/Athletics	03/15/2013-06/30/2013
Patel, Andy	Social Sciences/CDC	03/15/2013-06/30/2013
Patel, Ragini	Social Sciences/CDC	03/15/2013-06/30/2013
Peeters, Grant	Arts & Humanities/Art	03/15/2013-05/23/2013
Perez, Rosemary	Social Sciences/Athletics	03/15/2013-06/30/2013
Perez, Veronica	Social Sciences/CDC	03/15/2013-06/30/2013
Pham, Laura	Social Sciences/CDC	03/15/2013-06/30/2013
Pineda, Lizzet	Social Sciences/CDC	03/15/2013-06/30/2013
Pino, Michelle	Social Sciences/CDC	03/15/2013-06/30/2013
Pulvers, Charles	Student Services/DSP&S	03/18/2013-06/30/2013
Purdy, Stephanie L.	Social Sciences/CDC	03/15/2013-06/30/2013
Quiroz, Luvia	Social Sciences/CDC	03/15/2013-06/30/2013
Raigoza, Nicolas	Applied Technology/Automotive	03/15/2013-05/16/2013
Rencher, Ashlee	Social Sciences/CDC	03/15/2013-06/30/2013
Reyes, Leticia	Social Sciences/CDC	03/15/2013-06/30/2013
Rivas, Ashley	Social Sciences/CDC	03/15/2013-06/30/2013
Rodriguez, Carla	Social Sciences/CDC	03/15/2013-06/30/2013
Rodriguez, Irma	Social Sciences/CDC	03/15/2013-06/30/2013
Rodriguez, Marleny	Social Sciences/CDC	03/15/2013-06/30/2013
Rubio, Consuelo	Social Sciences/CDC	03/15/2013-06/30/2013
Sanchez, Eduardo	Student Services/Police Academies	03/15/2013-06/30/2013
Sanchez, Evelyn	Social Sciences/CDC	03/15/2013-06/30/2013
Sanchez, Lidia	Social Sciences/CDC	03/15/2013-06/30/2013
Sandoval, Delores	Social Sciences/CDC	03/15/2013-06/30/2013

Santos, Norma	Social Sciences/CDC	03/15/2013-06/30/2013
Seda, Francis	Social Sciences/CDC	03/15/2013-06/30/2013
Sereno III, Ronald L.	Social Sciences/Athletics	03/15/2013-06/30/2013
Sergura, Isamar	Social Sciences/CDC	03/15/2013-06/30/2013
Serrano, Angelina	Social Sciences/CDC	03/15/2013-06/30/2013
Shafer, Raymond	Arts & Humanities/Art	03/15/2013-05/23/2013
Shaheed, Fanzana	Social Sciences/CDC	03/15/2013-06/30/2013
Solis, Marcelina	Social Sciences/CDC	03/15/2013-06/30/2013
Soria, Johana	Social Sciences/CDC	03/15/2013-06/30/2013
Soto, Susan	Social Sciences/CDC	03/15/2013-06/30/2013
Tapia, Maria	Social Sciences/CDC	03/15/2013-06/30/2013
Terrell, Nakeshia	Social Sciences/CDC	03/15/2013-06/30/2013
Thomas, Songaya	Social Sciences/CDC	03/15/2013-06/30/2013
Torres, Nichole	Social Sciences/CDC	03/15/2013-06/30/2013
Vargas, Mildred	Social Sciences/CDC	03/15/2013-06/30/2013
Vera, Favian	Student Services/Police Academies	03/15/2013-06/30/2013
Wade, Jasmyne	Social Sciences/CDC	03/15/2013-06/30/2013
Watanabe, Kanako	Social Sciences/CDC	03/15/2013-06/30/2013
Webster, Valerie	Social Sciences/CDC	03/15/2013-06/30/2013
Wentworth, Katherine	Social Sciences/CDC	03/15/2013-06/30/2013
Wilson, Frederick	Social Sciences/CDC	03/15/2013-06/30/2013
Wyles, Rachel	Social Sciences/CDC	03/15/2013-06/30/2013
Yan, Mon Djou	Social Sciences/CDC	03/15/2013-06/30/2013
Ybarra, Veronica	Social Sciences/CDC	03/15/2013-06/30/2013
Zelaya, Felicia	Social Sciences/CDC	03/15/2013-06/30/2013
Zemel, Grant	Student Services/Police Academies	03/15/2013-06/30/2013

CRAFTON HILLS COLLEGE

Volunteers

Board of Trustees Meeting: March 14, 2013

Durham, Matthew	Public Safety & Emergency Services	3/15/2013-6/30/2013
Easley, Amber	Art	3/15/2013-6/30/2013
Hesterly, Alison	Public Safety & Emergency Services	3/15/2013-6/30/2013
Kittel, Jordan	Tutoring Center	3/15/2013-6/30/2013

DISTRICT

Volunteers

Reynolds, Derek	KVCR-FM	3/15/2013-6/30/2013
Guilhern, Matt	KVCR-FM	3/15/2013-6/30/2013
Linder, Jonathan	KVCR-TV	3/15/2013-6/30/2013
Giese, Charles Scott	KVCR-Development	3/15/2013-5/16/2013
Eickman, Patricia	KVCR- Development	3/15/2013-6/30/2013
Garcia, Javier	KVCR –Development	3/15/2013-6/30/2013
Garcia, Sharon	KVCR-Development	3/15/2013-6/30/2013
Dozier, Monica	KVCR-Development	3/15/2013-6/30/2013
Stiller, Diana	KVCR-Development	3/15/2013-6/30/2013

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: March 14, 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.

Routine Contracts and Agreements

Scheduled Board Date 3/14/2013

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>CalWorks Child Care</i>				
Ark Christian Preschool, The	(8944) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Castro, Yvette Term: 2/14/2013 - 6/30/2013 01-46-02-8120-0266-7600.00-7320 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: CalWorks	Calworks/CHC	\$174.15 Weekly	SSutorus
Moreno, May	(8943) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Moreno, Lorena Term: 2/14/2013 - 6/30/2013 01-46-01-8120-0266-7600.00-7320 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: CalWorks	Calworks/SBVC	\$95.62 Weekly	SSutorus
Tillett, Beverly	(8922) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Zelaya, Felicia Term: 2/15/2013 - 6/30/2013 01-46-01-8120-0266-7600.00-7320 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: CalWorks	Calworks/SBVC	\$369.81 Weekly	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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CalWorks Child Care

SubTotal for CalWorks Child Care: 3

Clinicals

Dignity Health	(8920) Clinical Site for Allied Health Programs - St Bernardine Medical Center location Term: 1/1/2013 - 12/31/2014 Funding Source: N/A	Nurse/SBVC	No Cost	SSutorus
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Totally Kids Specialty Healthcare	(6681) Clinical Site Agreement - Child Development, EMS, Allied Health Programs; Amendment 1 - to include site as available for both colleges for all programs Term: 7/1/2010 - 6/30/2015 Funding Source: N/A	CTE/CHC/SBVC	No Cost	SSutorus
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SubTotal for Clinicals: 2

General

American Public Media (APM)	(8923) Broadcast rights and content carriage agreement for radio programs to be aired on KVCR-FM Term: 7/1/2012 - 6/30/2013 74-00-03-8109-0303-5831.80-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - Grant Funds	KVCR - FM/SBCCD	\$38,998.00	SSutorus
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<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	Boyd, Gyda Deahn Dee	(8952) Services for Mental Health project consisting of surveying, research, paperless medical record implementation and reviewing data on grant events Term: 3/15/2013 - 6/30/2013 01-00-01-9016-0436-5113.00-6440 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Federal Grant	Health Services/SBVC	\$8,000.00	SSutorus
	Dewey Pest Control	(8933) Treatment for drywood termites in the Snyder Gym Term: 2/14/2013 - 6/30/2013 01-00-01-9508-0000-5113.00-6770 Funding Source: General Funds	Maintenance/SBVC	\$275.00	SSutorus
	ETD Creative Services	(8935) Assist in video production and interviews with attendees at the Sherman Alexie Lecture Term: 2/5/2013 - 2/5/2013 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

<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>					
	Fontana Unified School District	(8949) MOU to establish a combined program and shared resources for the Radio Television and Film programs offered at each district Term: 12/15/2012 - 5/31/2015 Funding Source: N/A	Telecommunications/SBVC	No Cost	SSutorus
	Hilton - San Bernardino	(8926) Room rental and catering for Foster and Kinship Care Conference Term: 4/25/2013 - 4/25/2013 01-00-01-8306-0209-5809.00-1305 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Student Life/SBVC	\$9,926.60	SSutorus
	Hilton - San Bernardino	(8962) Service - Catering and room rental for retreat Term: 3/25/2013 - 3/25/2013 01-00-03-9000-0000-5610.00-6600 01-00-03-9000-0000-5200.00-6600 Funding Source: General Funds	Chancellor/SBCCD	\$600.00	BBaron
	Inland Empire Tours & Transportation	(8939) Bus rental for field trip to Diamond Valley Lake Term: 3/9/2013 - 3/9/2013 01-00-02-4651-0000-5611.00-1914 Funding Source: General Funds	Geology/CHC	\$680.00	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>				
Inland Empire Tours & Transportation	(8938) Bus Rental for field trip to Mill Creek and Forest Falls Term: 2/22/2013 - 2/22/2013 01-00-02-4651-0000-5611.00-1914 Funding Source: General Funds	Geology/CHC	\$632.50	SSutorus
Inland Empire Tours & Transportation	(8948) Rental of three buses for student field trip to the "March in March" in Sacramento, California Term: 3/3/2013 - 3/5/2013 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Trust Account	Student Life/SBVC	\$8,874.00 Student Rep Fee	SSutorus
Innov8 Creative Group	(8929) Assist in production of ten public affairs oriented shows Term: 3/20/2013 - 6/1/2013 74-00-35-8110-0000-5113.00-7099 Funding Source: KVCR - Gen Funds	KVCR-TV/SBCCD	\$25,000.00	SSutorus
Lipscomb, Martha Detema	(8941) Assist in sustaining the American Graduate Project Term: 3/1/2013 - 7/1/2013 74-00-03-8110-0303-5113.81-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - Grant Funds	KVCR-TV/SBCCD	\$4,000.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	Loma Linda University - School of Public Health	(8942) Speaker - A presentation on local air pollution and its health implications Term: 4/22/2013 - 4/22/2013 01-00-01-3578-0000-5113.00-6010 Funding Source: General Funds	Arts & Lecture/SBVC	\$500.00	SSutorus
	Medical Billing Technologies, Inc	(7044) Service - Provide medical billing services under the Family Pact program: Rate Schedule - 15% of the Family PACT approved claims submitted by CHC Health and Wellness Center: Annaully not to exceed rate increased Term: 12/17/2010 - 6/30/2015 01-00-02-8210-0000-5120.00-6440 Funding Source: General Funds	Health Center/CHC	\$9,000.00 Not to exceed annually	SSutorus
	Multin Electric, Inc	(8964) Identify circuits in the Computer Science Building on the SBVC campus that are not on battery backup Term: 2/28/2013 - 6/30/2013 01-00-03-9010-0000-5113.00-6780 Funding Source: General Funds	DETS/SBCCD	\$146.00	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>					
	National Center for American Indian Enterprises	(8954) Booth rental fees for "2013 RES Las Vegas Conference" Term: 3/11/2013 - 3/14/2013 74-00-03-8110-0172-5610.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR-FNX/SBCCD	\$2,398.00	SSutorus
	National Indian Gaming Association	(8953) Booth rental fees for the "Indian Gaming Trade Show" Term: 3/24/2013 - 3/27/2013 74-00-03-8110-0172-5610.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - San Manuel	KVCR-FNX/SBCCD	\$4,900.00	SSutorus
	Pat's Pots	(8945) Rental - Rental of two portable toilets for graduation Term: 5/22/2013 - 5/22/2013 01-00-02-8211-0000-5610.00-6499 Funding Source: General Funds	Student Life/CHC	\$165.00	SSutorus
	Riverside, County of	(8925) Fire Science students to use Ben Clark Training Center for training exercise Term: 3/11/2013 - 3/15/2013 01-12-02-6691-0457-5610.00-2133 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Program Development/CHC	\$321.45	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>					
	Samuel French, Inc	(8963) Licensing agreement for the student production of "Noises Off" Term: 3/6/2013 - 3/10/2013 01-00-01-3576-0000-5831.00-1007 Funding Source: General Funds	Theater Arts/SBVC	\$600.00	SSutorus
	San Bernardino, County of	(8924) Transitional assistance to CalWorks participants to assist eligible participants with employment services to become self-sufficient Term: 1/1/2013 - 12/31/2016 Funding Source: N/A	Calworks/SBVC	No Cost	SSutorus
	Shalimar Tours & Charter	(8934) Bus rental for field trip to U.C. San Diego Term: 4/5/2013 - 4/5/2013 01-76-01-8207-0232-5611.00-6320 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Career Center/SBVC	\$587.14	SSutorus
	Shred-It	(7562) Service - Document shredding for Admissions and Records Term: 7/25/2011 - 6/30/2014 01-00-01-8201-0000-5120.00-6200 Note: Resubmitted with term date correction Funding Source: General Funds	Admissions & Records/SBVC	\$780.00 Not to Exceed	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>				
Small Manufacturers' Institute (SMI)	(8246) Provide assistance with grant applications to Southern California Logistics Technology Collaborative: Amendment 1 - contract to extend four months to 06/30/2013 and compensation increased by \$28,000 Term: 7/1/2012 - 6/30/2013 01-00-35-8115-0476-5113.00-6899 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Federal Grant	PDC/SBCCD	\$84,000.00 Not to Exceed	SSutorus
Total Compensation Systems, Inc	(8965) Prepare updated retiree health valuation report Term: 3/14/2013 - 6/30/2013 01-00-03-9004-0000-5113.00-6730 Funding Source: General Funds	Human Resources/SBCCD	\$1,800.00	SSutorus
Walton, Edward D.	(8932) Evaluation services for the Minority Science and Engineering Improvement Program Term: 2/15/2013 - 12/31/2015 01-00-01-9016-0173-5113.00-6199 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Federal Grant	Grants/SBVC	\$14,924.00	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>					
	Wolpe, Lisa	(8921) Performance of a one-woman show of Shakespeare's plays Term: 3/12/2013 - 3/12/2013 01-00-01-9021-0000-5113.00-6760 Funding Source: General Funds	Arts & Lecture/SBVC	\$800.00	SSutorus
<i>SubTotal for General: 27</i>					
<u>Income - Facilities Use</u>					
	Yucaipa Athletic Soccer Club	(8928) Use of soccer field for practice Term: 1/1/2013 - 9/30/2013 Funding Source: N/A	Administrative Services/CHC	\$423.00	SSutorus
	Yucaipa-Calimesa Joint USD	(8937) Use of CHC parking lots for Yucaipa High School Graduation parking Term: 6/12/2013 - 6/12/2013 Funding Source: N/A	Administrative Services/CHC	No Charge	SSutorus
<i>SubTotal for Income - Facilities Use: 2</i>					

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Income - Grant</i>				
California Department of Education	(8309) Grant - General Child Care and Developmental Programs FY 2012-2013: Amendment 3 - Increase in minimum child days of enrollment requirement to 14,805 and increase in funding by \$157,103 Term: 7/1/2012 - 6/30/2013 72-00-01-8306-0203-8624.00-0000 Funding Source: N/A	Child Care Center/SBVC	\$508,982.00 Revised Funding	SSutorus
California Department of Education	(8437) Grant CSPP-2422 - State Preschool Grant; Amendment 3 - Increase in minimum child days of enrollment requirement to 382,677 and increase in funding by \$138,540 Term: 7/1/2012 - 6/30/2013 72-00-01-8306-0205-8624.00-0000 Funding Source: N/A	Child Care Center/SBVC	\$1,454,148.00	SSutorus
California, State of	(8144) Department of Rehabilitation - Grant for Workability III program; Amendment 1 - To increase certified expenditure to \$79,908.30 and scope of work language clarification Term: 7/1/2012 - 6/30/2013 01-11-01-8204-0212-8621.00-0000 Funding Source: N/A	Calworks/SBVC	\$222,670.00 Total Value	SSutorus
<i>SubTotal for Income - Grant: 3</i>				

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Maintenance Agreement</u>				
Kone, Inc	(8346) Maintenance agreement on SBVC elevators: \$2,035 per month for 36 months; Amendment 1 - to shorten term date to only 12 months Term: 7/1/2012 - 6/30/2013 01-00-01-9508-0000-5630.00-6770 01-00-01-9508-0000-5640.00-6770 Funding Source: General Funds	Maintenance/SBVC	\$73,260.00	SSutorus
<i>SubTotal for Maintenance Agreement: 1</i>				
<u>Program Acquisition</u>				
Brazeal, Brian	(8959) Programming acquisition rights for "Bound to Tradition" and "A Man Called Ish" Term: 2/17/2013 - 2/16/2016 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
Cedar Root Television and Film Productions Inc	(8961) Programming acquisition rights for "Creative Native" season 3-6 and "First Talk" season 1-3 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	\$29,400.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Program Acquisition</u>				
Espresso TV	(8955) Programming acquisition rights for "Back in the Day" 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	\$3,900.00	BBaron
Indigenous Cuisine International Inc	(8950) Programming acquisition rights for "Cooking with the Wolfman" 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	\$20,800.00	SSutorus
Mix 3 Productions, The	(8956) Programming acquisition rights for "The Mix" Term: 12/15/2012 - 12/14/2015 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	\$3,900.00	BBaron

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Program Acquisition</u>					
	Mushkeg Media Inc	(8951) Programming acquisition rights for "Finding Our Talk" seasons 1-3 and "Living the Language" 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	\$6,900.00	BBaron
	Picture Box Distribution, Inc	(8957) Programming acquisition rights for "Bizou" Term: 2/15/2013 - 2/14/2016 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	\$10,800.00	BBaron
	Rowell, Donna	(8958) Programming acquisition rights for "Vanishing Link: A Spiritual Return of the Kiowa Way" 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	\$400.00	BBaron

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Program Acquisition</u>					
	Vision Maker Media	(8960) Programming acquisition rights for "For the Rights of All," "Weaving Words," "Good Meat," "Indian Country Diaries," "Hand Game," "For the Generations," "Video Letters from Prison," "Grab," "Racing the Rez," "Smokin' Fish" and "Sacred Stick" Term: 2/21/2013 - 2/20/2017 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	\$10,530.00	Bbaron
<i>SubTotal for Program Acquisition: 9</i>					
<u>Software/Online Services</u>					
	ComputerLand of Silicon Valley	(8936) Software License for Adobe Media Pro to enable EduStream to stream videos via the internet Term: 11/1/2011 - 10/31/2013 01-00-03-8103-0236-5830.00-6150 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	DETS/SBCCD	\$1,827.08	SSutorus
	Educause	(8946) Software - Registration of domain name "SBCCD.EDU" for one year Term: 3/1/2013 - 2/28/2014 01-00-03-9010-0000-5830.00-6780 Funding Source: General Funds	DETS/SBCCD	\$40.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Software/Online Services</u>				
ENCO Systems, Inc	(8940) Software renewal for on-air automation of program broadcasts Term: 3/16/2013 - 3/15/2014 74-00-03-8109-0303-5830.80-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - Grant Funds	KVCR-TV/SBCCD	\$1,907.40	SSutorus
Masstech Group	(8931) Software License for programs/shows archive management software Term: 3/1/2013 - 2/28/2014 74-00-03-8110-0114-5830.00-7099 Note - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: KVCR - Grant Funds	KVCR-TV/SBCCD	\$6,192.63	SSutorus
SofterWare	(8927) Software license for Wealth Engine's Find Wealth online access for one year Term: 1/24/2013 - 1/23/2014 01-00-01-9019-0000-5830.00-6750 Funding Source: General Funds	Foundation/SBVC	\$4,250.00	SSutorus
<i>SubTotal for Software/Online Services: 5</i>				
<i>Grand Total Contracts for Board Date 3/14/2013: 52</i>				

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: March 14, 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.

SBCCD BUDGET ADJUSTMENT

M3

Date	Location	Responsibility	President
10/1/2012	CHC	Karen Childers <i>Karen Childers</i>	Cheryl A. Marshall <i>Cheryl Marshall</i>

INCOME

Fund	Lf	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	02	9016	0151	8199.00	0000	Other Federal Revenues	60,000.00
								60,000.00

EXPENSE

Fund	Lf	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	02	8100	0151	1300.00	1112	Instructors Day/Hourly	4716.00
01	00	02	8100	0151	3xxx.00	1112	Benefits	510.00
01	00	02	9016	0151	5113.00	1112	Consultants and Other Services	24,000.00
01	00	02	8106	0151	6300.00	1112	Library Books - Expansion	2500.00
01	00	02	3560	0151	1480.00	6199	Noninstructional Hourly	2500.00
01	00	02	3560	0151	4500.00	6199	Noninstructional Supplies	500.00
01	00	02	9016	0151	5880.00	1112	Endowment	25,274.00
								60,000.00

JUSTIFICATION

Award of National Endowment for the Humanities Challenge Grant for Arabic Studies

Controller	Chancellor	Board Action Date
<i>Amour</i>		3/14/13

Batch Transfer #/Ref #	Posted By	Date

3/30/13

BUDGET ADJUSTMENT

MS

Date	Location	Responsibility Center Manager	President
1/25/13	CHC	Karen Childers <i>Karen Childers</i>	Cheryl Marshall <i>Cheryl Marshall</i>

INCOME

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	02	9016	0172	8890.00	0000	Other Local Revenues	72,000

EXPENSE

01	00	02	9016	0172	2380.00	6430	EOPS	5,760.00
01	00	02	9016	0172	2380.00	4930	General Studies/Tutoring	20,160.00
01	00	02	9016	0172	2380.00	6450	Student Personnell Admin	14,400.00
01	00	02	9016	0172	2380.00	6310	Counseling	23,040.00
01	00	02	9016	0172	2380.00	6420	DSPS	5,760.00
01	00	02	9016	0172	2380.00	6199	Other Instr Support Svs	2,880.00

JUSTIFICATION

To fund student employment strand for the San Manuel Grant 2013 (CHC Foundation)

Controller	Chancellor	Board Action Date
<i>Cheryl Marshall</i>		3/14/13

Batch Transfer #/Ref #	Posted By	Date

SM 1/30/13

Budget Adjustment 2012-2013

Date 1/14/2013	Location Crafton Hills	Responsibility Center Manager <i>Rejoice C. Chavira</i> Rejoice C. Chavira Kirsten S. Colvey <i>Rejoice C. Chavira Marshall</i> for K. Colvey INCOME	President Dr. Cheryl Marshall <i>Cheryl Marshall</i>
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Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	13	02	8209	0200	8629.00	0000	Income	\$ (4,995.00)
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
TOTAL								\$ (4,995.00)

EXPENSES

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	13	02	8209	0200	2385.00	6430	HR Substitute Addtl Cost	\$ (1,250.00)
01	13	02	8209	0200	4500.00	6430	Noninstructional Supplies	\$ (247.00)
01	13	02	8209	0200	4551.00	6430	Printing	\$ (500.00)
01	13	02	8209	0200	5809.00	6430	Other Expenses	\$ (2,736.00)
01	13	02	8209	0200	7600.00	6430	Other Student Aid	\$ (262.00)
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
TOTAL								\$ (4,995.00)

JUSTIFICATION

Adjust CARE budget to reflect CARE funds returning to State.

Controller <i>Chavira</i>	Chancellor	Board Action Date 3/14/13
Batch Transfer Number/Reference #	Posted By:	Date:

JACK
1/22/13

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
1/14/13	CHC	Mike Strong <i>MS</i>	Cheryl Marshall

ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
INCOME								
01	00	02	9506	0000	8890.00	0000	Other local revenue	429.20

EXPENSE								
01	00	02	9506	0000	5640.00	6510	Maintenance & Repairs	429.20

JUSTIFICATION

Recycling rebate for Maintenance & Operations.

Fiscal Services		Board Action Date <i>2/14/13</i>
<i>C. Jones</i>		<i>3/14/13</i>
Batch Transfer Number/Reference #	Posted By:	Date:

Budget Adjustment 2013

Date	Location	Responsibility Center Manager	
2/11/2013	KVCR	<i>Kenn Cough</i>	

INCOME

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
74	00	03	8109	0135	8890.00	0000	Other Local Revenues	\$ (15,000.00)
								\$ (15,000.00)

EXPENSES

74	00	03	8109	0135	5310.00	7099	Dues and Membership	\$ (11,500.00)
74	00	03	8109	0135	5540.00	7099	Telephone	\$ (1,500.00)
74	00	03	8109	0135	5809.00	7099	Other Expenses & Fees	\$ (2,000.00)
								\$ (15,000.00)

JUSTIFICATION

To decrease subprogram 0135 to zero out budget due to no longer eligible to receive the FM CSG Grant

Controller	Chancellor	Board Action Date
<i>Cunnean</i>		3/14/13
Batch Transfer Number/Reference #	Posted By:	Date:

Budget Adjustment 2013

Date 2/12/2013	Location KVCR	Responsibility Center Manager <i>Kenneth Couch</i>	
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INCOME

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
74	00	03	8110	0303	8890.00	0000	Other Local Revenues	\$ (1,350,000.00)
74	00	03	8110	0303	8820.00	0000	Contributions, Gifts, Grants	\$ 950,000.00
74	00	03	8110	0303	8850.00	0000	Rentals & Leases	\$ 350,000.00
74	00	03	8110	0303	8892.00	0000	Underwriting Income	\$ 50,000.00

\$ -

EXPENSES

74	00	03	8110	0303	2101.00	7099	Classified Supervisor	\$ (45,000.00)
74	00	03	8110	0303	2181.00	7099	Class Unit Member Noninstructional	\$ (100,000.00)
74	00	03	8110	0303	2380.00	7099	Part-time/Overtime/Student	\$ (10,000.00)
74	00	03	8110	0303	2386.00	7099	Substitutie, No Add. Cost	\$ (5,000.00)
74	00	03	8110	0303	5113.81	7099	Consultant & Other Services - Prod	\$ (20,000.00)
74	00	03	8110	0303	5113.83	7099	Consultant & Other Services - Dev	\$ (50,000.00)
74	00	03	8110	0303	5200.81	7099	Travel-Productions	\$ (5,000.00)
74	00	03	8110	0303	5200.82	7099	Travel-Engineering	\$ (2,000.00)
74	00	03	8110	0303	5200.83	7099	Travel-Development	\$ (2,000.00)
74	00	03	8110	0303	5310.00	7099	Dues and Membership	\$ (14,000.00)
74	00	03	8110	0303	5637.00	7099	Maint Agree - Office Equip	\$ (1,500.00)
74	00	03	8110	0303	5640.80	7099	Repairs/Maintenance-Programming	\$ (6,000.00)
74	00	03	8110	0303	5640.81	7099	Repairs/Maintenance-Production	\$ (5,000.00)
74	00	03	8110	0303	5640.83	7099	Repairs/Maintenance-Development	\$ (3,000.00)
74	00	03	8110	0303	5801.00	7099	Advertising	\$ (3,000.00)
74	00	03	8110	0303	5830.80	7099	Software/On-site/Internet - Prog	\$ (61,000.00)
74	00	03	8110	0303	5830.83	7099	Software/On-site/Internet - Dev	\$ (11,000.00)
74	00	03	8110	0303	5832.81	7099	Program Elem License - Prod	\$ (4,500.00)
74	00	03	8110	0303	6400.00	7099	Equip/Furniture	\$ (5,000.00)
74	00	03	8110	0303	6400.81	7099	Equip/Furniture - Prod	\$ (4,000.00)
74	00	03	8110	0303	6400.82	7099	Equip/Furniture - Eng	\$ (9,000.00)
74	00	03	8110	0303	7200.00	7099	Intrafund Transfer Out	\$ 366,000.00

\$ -

JUSTIFICATION

To correct budget for Subprogram 0303

Controller <i>[Signature]</i>	Chancellor	Board Action Date 3/14/13
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: March 14, 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: Kenn Couch and Karen Tallman
DEPARTMENT: KVCR-TV/FM (FNX)
CONFERENCE: Denver March Pow Wow
DATES: March 21-24, 2013
LOCATION: Denver, Colorado
PURPOSE: This Pow Wow will introduce FNX to the Rocky Mountain communities
ESTIMATED COST: \$1,500.00 each
FUNDING SOURCE: First Nations Experience

NAME: Frank Blanquet
DEPARTMENT: KVCR-TV/FM (FNX)
CONFERENCE: FNX Road Trip leading to Denver March Pow Wow
DATES: March 18-28, 2013
LOCATION: Nevada, Utah, New Mexico, Arizona & Denver, Colorado
PURPOSE: Shoot segments for FNX Now program to reach destination of Denver, Colorado to attend Pow Wow that will introduce FNX to the Rocky Mountain communities
ESTIMATED COST: \$3,000.00
FUNDING SOURCE: First Nations Experience

NAME: Frank Blanquet, Eli Semotiuk and James Walker
DEPARTMENT: KVCR-TV/FM (FNX)
CONFERENCE: National Association of Broadcasters (NAB)
DATES: April 7-11, 2013
LOCATION: Las Vegas, Nevada
PURPOSE: Annual conference for Broadcasters to network with vendors and other industry professionals.
ESTIMATED COST: \$500.00 each
FUNDING SOURCE: KVCR General Fund and First Nations Experience

NAME: Kenn Couch and Benjamin Holland
DEPARTMENT: KVCR-TV/FM
CONFERENCE: 2013 PBS Annual Meeting
DATES: May 13-16, 2013
LOCATION: Miami Beach, Florida
PURPOSE: This conference is for PBS member stations to network with other PBS affiliates.

ESTIMATED COST: \$2,500.00 each
FUNDING SOURCE: KVCR General Fund

NAME: Alan Braggins
DEPARTMENT: Economic Development and Corporate Training
CONFERENCE: National Center for Supply Chain Technology Education
DATES: April 3-5, 2013
LOCATION: Denver, Colorado
PURPOSE: To promote the sustainability of logistic technology.
BENEFIT: Participation in discussions to help form the future of supply chain technology.
ESTIMATED COST: \$900.00
FUNDING SOURCE: Logistics Program grant

NAME: Charlie Ng
DEPARTMENT: Fiscal Services
CONFERENCE: Government Finance Officers Association Annual Conference
DATES: May 31-June 5, 2013
LOCATION: San Francisco, California
PURPOSE: To meet with thousands of industry professionals to share ideas.
BENEFIT: Affords the District access to trends and innovations in the fields of government accounting, auditing, financial reporting, budgeting, debt management, and economic development.
ESTIMATED COST: \$2,660
FUNDING SOURCE: Fiscal Services General Fund

NAME: Sandra Greenberg
DEPARTMENT: Alternative Text Production Center
CONFERENCE: Braille Authority of North America Board Meeting
DATES: April 11-14, 2013
LOCATION: Gaithersburg, Maryland
PURPOSE: As a voting Board member, Ms. Greenberg will deliberate on Braille code changes and implementation
BENEFIT: An implementation plan for the new Braille codes.
ESTIMATED COST: \$1,440.00
FUNDING SOURCE: Alternative Text Production grant funds.

NAME: Sandra Greenberg
DEPARTMENT: Alternative Text Production Center
CONFERENCE: National Braille Association conference
DATES: April 18-20, 2013
LOCATION: Gaithersburg, Maryland
PURPOSE: To attend workshops on Braille code, tactile graphics creation and best practices for visually impaired reading materials.
BENEFIT: To learn the latest on Braille procedures and disseminate them to the Alternative Text Production Centers contractors. To meet potential Braille contractors for future Alternative Text Production Center production.
ESTIMATED COST: \$1,550.00
FUNDING SOURCE: Alternative Text Production grant funds.

NAME: Andrew Chang
DEPARTMENT: EduStream
CONFERENCE: 2013-2014 Chief Information Officers Certification Program
DATES: May 31-June 2, 2013; September 27-29, 2013;
December 6-8, 2013
LOCATION: Sacramento, CA
PURPOSE: To sharpen skills for a successful career managing it in the California Community Colleges and to gain recognition as a well informed and knowledgeable Chief Information Systems Officer candidate.
BENEFIT: To expand and enhance technical leadership for the EduStream project and to Network with Senior Technical leaders for opportunities within the California Community College system.
ESTIMATED COST: \$1,275.00
FUNDING SOURCE: EduStream grant funds

NAME: Jeremy Sims
DEPARTMENT: District Computing Services
CONFERENCE: 2013-2014 Chief Information Officers Certification Program
DATES: May 31-June 2, 2013; September 27-29, 2013;
December 6-8, 2013
LOCATION: Sacramento, CA
PURPOSE: To sharpen skills for a successful career managing it in the California Community Colleges and to gain recognition as a well informed and knowledgeable Chief Information Systems Officer candidate.

BENEFIT: To expand and enhance technical leadership for the District and to Network with Senior Technical leaders for opportunities within the California Community College system.
ESTIMATED COST: \$1,275.00
FUNDING SOURCE: District computing Services general funds

SBVC

NAME: Dr. Stephanie Briggs
DEPARTMENT: Mathematics/Student Success Center
CONFERENCE: Annual Hispanic Serving Institute (HSI)/Title V Best Practice Conference
DATES: March 10-13, 2013
LOCATION: Jersey City, New Jersey
PURPOSE: As a Hispanic Serving Institute (HSI) Project Manager, participants will gain a variety of information about best practices. During this conference, attendee will also serve as facilitator for a presentation on "Student to Student Connection: A Project Manager's Resource Kit".

BENEFIT: To better prepare to manage the Hispanic Serving Institute (HSI) Project.
ESTIMATED COST: \$1,849.28
FUNDING: Hispanic Serving Institute (HSI) grant funds

NAME: Achala D. Chatterjee
DEPARTMENT: Applied Technology, Transportation & Culinary Arts
CONFERENCE: California Community College Association for Occupational Education (CCCAOE) Conference
DATES: March 19-22, 2013
LOCATION: Oakland, California
PURPOSE: To be able to identify Career Technical Education (CTE) and Economic Workforce Development (EWD) programs within our respective colleges, trace how those programs are funded and understand associated reporting requirements.

BENEFIT: To maximize the effectiveness of programs at our college through management of available resources.
ESTIMATED COST: \$1,626.58
FUNDING: Perkins grant funds

NAME: James Dulgeroff
DEPARTMENT: Social Sciences, Human Development & Physical Education
CONFERENCE: National Technology and Social Science Conference

DATES: March 24-26, 2013
LOCATION: Las Vegas, Nevada
PURPOSE: To present the paper Mr. Dulgeroff has written regarding extended use of computer based technology using Science, Technology, Engineering, and Mathematics (STEM) techniques of instruction.
BENEFIT: The publication of Mr. Dulgeroff's paper in Cabell's directory journal will enhance the academic prestige of San Bernardino Valley College.
ESTIMATED COST: \$750.00
FUNDING: Professional Development general fund account

NAME: Dr. Susan Bangasser
DEPARTMENT: Science
CONFERENCE: US Department of Education Project Directors Meeting
DATES: March 24-28, 2013
LOCATION: Washington, D.C.
PURPOSE: As a project director for the Minority Science and Engineering Improvement Program (MSEIP), Dr. Bangasser is required to attend this meeting to learn the standards of conduct and expectations.
BENEFIT: To better prepare to manage the Minority Science and Engineering Improvement Program (MSEIP) grant.
ESTIMATED COST: \$2,948.18
FUNDING: Minority Science and Engineering Improvement Program (MSEIP) grant funds

NAME: Karen Dixon
DEPARTMENT: Office of Student Life/Foster & Kinship Care Education
CONFERENCE: 2013 Foster & Kinship Care Education (FKCE) Curriculum Institute Conference
DATES: April 10 – 12, 2013
LOCATION: Burlingame, California
PURPOSE: To develop new curriculum with other Instructional Specialists and trainers and receive updates on legislation and database changes.
BENEFIT: To meet with representatives from other colleges, receive new information and contracts which will assist with the implementation of the Foster & Kinship Care Education (FKCE) program at San Bernardino Valley College .
ESTIMATED COST: \$1,164.00
FUNDING: Foster & Kinship Care Education (FKCE) categorical fund account

NAME: Melinda Moneymaker
DEPARTMENT: Human Services
CONFERENCE: California Alcohol and Drug Educator Association (CAADE) Conference
DATES: April 17-20, 2013
LOCATION: Reno, Nevada
PURPOSE: To build and expand a network of communication among state leaders in the field of Alcohol and Drug programs.
BENEFIT: To provide enhanced governance and leadership by representing San Bernardino Valley College in this type of forum.
ESTIMATED COST: \$0.00
FUNDING: No funding source is needed as it is a time only request.

NAME: James S. Robinson
DEPARTMENT: Human Services
CONFERENCE: California Association for Alcohol/Drugs Education (CAADE) Conference
DATES: April 18-20, 2013
LOCATION: Reno, Nevada
PURPOSE: Mr. Robinson serves on the California Association for Alcohol/Drugs Education (CAADE) board of Directors and represents Valley College.
BENEFIT: To learn information regarding Alcohol/Drug issues that impact our students from the perspective at the state level.
ESTIMATED COST: \$770.00
FUNDING: Professional Development general fund account

CHC

NAME: Breanna Andrews
DEPARTMENT: Arts & Sciences
CONFERENCE: 2013 American Sign Language Teachers Association Conference
DATES: June 29-July 8, 2013
LOCATION: Charlotte, North Carolina
PURPOSE: To gain information on the latest teaching techniques specific to ASL, assessment methods and standards.
BENEFIT: To network with ASL professionals from all over the U.S.
ESTIMATED COST: \$500.00
FUNDING SOURCE: Professional Development general fund

NAME: Robin Bishop
DEPARTMENT: Public Safety & Services
CONFERENCE: Pediatric Neonatal Critical Care Transport
DATES: April 4-14, 2013
LOCATION: Baltimore, Maryland
PURPOSE: To receive training on new pediatric neonatal assessment and skills.
BENEFIT: Information acquired will be used in the classroom to enhance student success.
ESTIMATED COST: \$2,395.00
FUNDING SOURCE: Perkin's Grant

NAME: T L Brink
DEPARTMENT: Human Development
CONFERENCE: Sun Conference on Education
DATES: February 27-March 3, 2013
LOCATION: El Paso, Texas
PURPOSE: To attend workshops on approaches to effective teaching, learning challenges in the classroom and community/experience-based and computer-based courses. Dr. Brink will be presenting at the conference.
BENEFIT: Campus representation.
ESTIMATED COST: No expense to CHC

NAME: T L Brink
DEPARTMENT: Human Development
CONFERENCE: Western Psychological Association Conference
DATES: April 24-28, 2013
LOCATION: Reno, Nevada
PURPOSE: Dr. Brink will be presenting with a colleague and students at the conference.
BENEFIT: Campus representation.
ESTIMATED COST: No expense to CHC

NAME: Troy Dial
DEPARTMENT: Counseling
CONFERENCE: 2013 Annual California Intersegmental Articulation Council Conference
DATES: April 22-27, 2013
LOCATION: Sacramento, CA

PURPOSE: To gain knowledge and updates on articulation standards.
BENEFIT: To increase knowledge regarding articulation.
ESTIMATED COST: \$1,500.00
FUNDING SOURCE: Title V Grant

NAME: Jim Holbrook
DEPARTMENT: Public Safety & Services
CONFERENCE: 6th Annual High Reliability Organizing Conference
DATES: April 8-12, 2013
LOCATION: Midland, Michigan
PURPOSE: To share progress from CHC with the international community on decision making.
BENEFIT: To interface and promote CHC programs.
ESTIMATED COST: No expense to CHC

NAME: Michelle Martinez & Mariano Moreno
DEPARTMENT: Title V
CONFERENCE: 2013 On-Course National Conference
DATES: April 25-27, 2013
LOCATION: Costa Mesa, CA
PURPOSE: Training in strategies focusing on student success and retention.
BENEFIT: To increase knowledge regarding aiding students in identifying their educational performance and goals.
ESTIMATED COST: \$1,200.00 per person
FUNDING SOURCE: Title V Grant

NAME: Dianne Purves
DEPARTMENT: Physical & Biological Sciences
CONFERENCE: Yosemite Field Trip
DATES: April 6-9, 2013
LOCATION: Yosemite, CA
PURPOSE: To apply class principles of geology and ecology in a field situation.
BENEFIT: Develop contacts with UC Merced and Yosemite National Park for future visits.
ESTIMATED COST: \$1,000
FUNDING SOURCE: Student Club Fund

NAME: Jimmy Urbanovich
DEPARTMENT: Communication and Language
CONFERENCE: Western States Communication Association
DATES: February 16-20, 2013
LOCATION: Reno, Nevada
PURPOSE: To attend workshops on Media Literacy and Global Communication, Writing Assignments, and Teaching Rhetorical Criticism.
BENEFIT: Information acquired will be used in the classroom to enhance student success.
ESTIMATED COST: \$500.00
FUNDING SOURCE: Professional Development general fund account.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: March 14, 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: Time for Change Foundation Awards Luncheon
DATE: April 11, 2013
AMOUNT: \$425.00 program ad and 3 individual luncheon tickets
ITEM: This organization provides safe and supportive housing to homeless women and children. The luncheon honors outstanding community members.

Funding source is the Chancellor's General Fund.

EVENT: Commencement Regalia
DATE: May 23-24, 2013
AMOUNT: \$500.00
ITEM: Cap and Gown Rentals

Funding source is the Chancellor's and Boards' General Fund.

EVENT: City of Redlands Human Relations Commission Breakfast
DATE: March 28, 2013
AMOUNT: \$500.00
ITEM: Business card advertisement in program and display ad in the Redlands Daily Facts.

Funding source is the Public Relations General Fund.

SBVC

EVENT: "Remembering the DREAM" Breakfast
DATE: February 22, 2013
AMOUNT: \$3,500.00
ITEM: Refreshments, Give-Aways, Decorations, Honorariums, Entertainment, Awards and Printing
Sponsored by the Arts, Lecture and Diversity Committee and Black Faculty and Staff Association, this event will honor Martin Luther King, Jr. Anticipated attendance is 220 community members and staff. This item is being amended to show the event/item title change. It was originally board approved on February 14, 2013.

Funding source is the Diversity and Equity general fund account.

EVENT: 6th Annual Umoja Community Regional Symposia

DATE: March 15, 2013

AMOUNT: \$1,085.00

ITEM: Bus Rental and Registration Fees

Sponsored by the Tumaini Program, the Tumaini Program will be traveling from San Bernardino Valley College to participate in the 6th Annual Umoja Community Regional Symposia at North Orange County Community College District in Anaheim where the Tumaini Program students will interact in Cultural enrichment for the learning community cohort. Anticipated attendance is approximately 19 students and staff members. Chaperones will be Kathy Kafela, Charles Murillo and Sandra Flowers-Blackman.

Funding source is the Tumaini Program categorical funds.

EVENT: Celebrating Women in Mathematics and Science Day

DATE: March 15, 2013

AMOUNT: \$3,000.00

ITEM: Supplies, Consulting, Handouts, Refreshments, and Memorabilia

Sponsored by the SBVC Hispanic Serving Institute (HSI) PASS GO Science, Technology, Engineering, and Mathematics (STEM) team, this event, which is a part of our high school and college outreach, is designed to inform and engage women about opportunities available to those that major in a STEM field. Anticipated attendance is approximately 200 young women, faculty and STEM guest panelists.

Funding source is the PASS GO Hispanic Serving Institute (HSI) Science, Technology, Engineering, and Mathematics (STEM) grant fund.

EVENT: SBVC Men's Cross Country Banquet

DATE: March 15, 2013

AMOUNT: \$540.00

ITEM: Refreshments and Supplies

This event recognizes the achievements and contributions of the Men's Cross Country Team, coaches and staff for this year's track season. Anticipated attendance is approximately 35 student athletes, coaches and staff.

Funding source is the Track/Cross Country trust fund.

EVENT: SBVC Baseball Banquet

DATE: March 15, 2013

AMOUNT: \$780.00

ITEM: Refreshments and Supplies

This event recognizes the achievements and contributions of the Baseball Team, coaches and staff for this year's Baseball season. Anticipated attendance is approximately 50 student athletes, coaches and staff.

Funding source is the Baseball trust fund.

EVENT: American Psychological Association Conference

DATE: March 27-31, 2013

AMOUNT: \$3,750.00

ITEM: Registration, Transportation and Lodging

Sponsored by the Philosophy Club, the American Psychological Association Conference (APA) located in San Francisco, CA give students the chance to attend clinics, trainings and hear key note speakers pertaining to their field. This conference offers learning and networking opportunities beyond the traditional sessions and workshops. Anticipated attendance is 11 students and an advisor. Chaperone will be Leonard Lopez.

Funding source is the Philosophy Club trust account.

EVENT: SBVC Women's Basketball Banquet

DATE: March 29, 2013

AMOUNT: \$480.00

ITEM: Refreshments, Supplies and Awards

This event recognizes the achievements and contributions of the Women's Basketball Team, coaches and staff for this year's Basketball season. Anticipated attendance is approximately 25 students, coaches and staff.

Funding source is the Women's Basketball trust fund.

EVENT: Area D Meeting – Academic Senate

DATE: March 30, 2013

AMOUNT: \$1,500.00

ITEM: Refreshments

SBVC has been chosen to facilitate the Academic Senate Area D meeting. The colleges in Area D are located in southern California and include community college districts in Imperial, Los Angeles, Orange, Riverside, San Bernardino and San Diego counties. Anticipated attendance is approximately 50 faculty from SBVC and faculty from other representatives from Area D colleges.

Funding source is the Academic Senate general fund account.

EVENT: Alcohol Awareness Month Prevention

DATE: April 1-30, 2013

AMOUNT: \$800.00

ITEM: Printing, Supplies, Prizes, Giveaways and Decorations

Sponsored by the Human Services Club, Alcohol Awareness Month Prevention events are held on campus to provide information to the students on campus about safe alcohol use and the danger of alcohol abuse, as well as information on resources for families and individuals in the community who need assistance and support. This is a campus wide event, serving the entire student body, faculty, staff and community members. This event runs concurrently with the Health Center Safety and Wellness Fair and will include agency forums, club competitions, and speakers on addiction. Anticipated attendance is 500 students, faculty, and staff and one advisor Melinda Moneymaker.

Funding source is the Human Services Club trust account.

EVENT: Art Club Gallery Reception

DATE: April 2, 2013

AMOUNT: \$500.00

ITEM: Refreshments

Sponsored by the Art Club at SBVC, 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 community members have the opportunity on these special evenings to meet the artists and learn more about the art work. Anticipated attendance is 100 students, faculty, staff and general advisors.

Funding source is the Art Club trust account.

EVENT: University of California San Diego

DATE: April 5, 2013

AMOUNT: \$860.00

ITEM: Bus Rental

Sponsored by the Transfer and Career Services, this event will expose SBVC students to UCSD's unique programs and services and will give them an insight into the history of the University of California San Diego. Anticipated attendance is approximately 45 students and two faculty members. Chaperones will be Kathy Kafela and Jamie Herrera.

Funding source is the Transfer Center general fund and the Matriculation categorical fund.

EVENT: Career Technical Education (CTE) Articulation Meeting
DATE: April 9, 2013
AMOUNT: \$300.00
ITEM: Refreshments

Sponsored by the Career Technical Education (CTE), this event, which is part of a cooperative project between participating school districts, adult education centers, and regional occupational programs and community colleges aimed at fostering students' access to higher education. CTE Transition Articulation is a planned process that links two or more educational institutions together to facilitate a smooth transition for students from one course, program or educational institutions together to facilitate a smooth transition aimed to minimize or eliminate course repetition. Anticipated attendance is approximately 40-50 staff and faculty from SBVC, Regional Occupation Program and area High Schools.

Funding source is the Career Technical Education (CTE) Transition Allocation grant fund.

EVENT: Alpha Gamma Sigma 87th Annual State Convention
DATE: April 13, 2013
AMOUNT: \$1,660.00
ITEM: Registration and Transportation

Sponsored by Alpha Gamma Sigma, Delta Chapter at San Bernardino Valley College, this annual convention being held in Ontario, CA honors students from all chapters of the statewide society meet to learn about academic and professional development, network, and receive scholarships. It is one of three annual events in which at least the advisor is required to attend. Anticipated attendance is twelve students and one advisor. Chaperone will be Joe Notarangelo.

Funding source is the Alpha Gamma Sigma trust account.

EVENT: Youth Empowerment Strategies for Success/Independent Living Program (YESS/ILP) Graduation Ceremony
DATE: April 17, 2013
AMOUNT: \$376.70
ITEM: Refreshments and Game Cards

Sponsored by the Youth Empowerment Strategies for Success/Independent Living Program (YESS/ILP), the YESS/ILP graduation/celebration is held for the foster youth who have successfully completed the fourteen-week Independent Living Program Life Skills classes which consist of four modules: Daily Living Skills, Education, Employment and Financial Literacy. The celebration will take place in Ontario, CA. Anticipated attendance will be 20 students, faculty, and

community members. The funding source is Youth Empowerment Strategies for Success/Independent Living Program (YESS/ILP) categorical fund.

EVENT: California Association of Alcohol and Drug Educators (CAADE) Conference

DATE: April 17-20, 2013

AMOUNT: \$4,416.00

ITEM: Registration, Lodging, Refreshments and Transportation

Sponsored by the Human Services Club, the CAADE conference is an educational networking conference being held in Reno, Nevada for professionals and students in the alcohol and drug treatment field and is attended by community college students, instructors, and treatment professionals. It features workshops, speakers, displays and events that give our students an opportunity to learn about the latest research and development within the field of alcohol and drug studies. Anticipated attendance is 8 students and faculty members. Chaperones are Melinda Moneymaker and James Robinson.

Funding source is the Human Services Club trust account.

EVENT: Art Club Bus Trip to Norton Simon Museum

DATE: April 20, 2013

AMOUNT: \$2,005.00

ITEM: Bus Rental

Sponsored by the Art Club at SBVC, the Art Club is organizing a bus trip to the Norton Simon Museum in Pasadena, CA. The trip will help promote the Art Club as well as provide a learning experience in the Arts. Anticipated attendance is 107 students, staff, faculty and community members. Chaperones will be James Stewart and Clara Gresham.

Funding source is the SBVC Art Club trust account.

EVENT: "Earth Day" Week

DATE: April 22-25, 2013

AMOUNT: \$700.00

ITEM: Guest Speakers

Sponsored by the Arts, Lectures and Diversity Committee, guest speakers will address the campus in honor of "Earth Day" during the week. Guest speakers for this event will be Rhonda Spencer and Sant Khalsa. Anticipated attendance is 50 students, faculty, staff and community members, per activity.

Funding source is the Arts and Lectures general fund account.

EVENT: STOMP Conference at UCLA

DATE: April 26, 2013

AMOUNT: \$1,047.38

ITEM: Bus Rental

Sponsored by the Puente Project, SBVC Puente students and their instructors will attend the Student Transfer outreach & Mentorship Program (STOMP) at UCLA. This outreach effort invites community college students, particularly those from underrepresented populations, interested in pursuing higher education in the UC system. Students will learn about strategies and resources for a successful university transfer experience. Workshops will include Housing & Financial Aid; AB-540 information; Admission selection & criteria; Admissions updates for counselors; a UC Panel; and information on College Honors. Anticipated attendance is 30 students and two staff members. Chaperones will be Mary Copeland and Laura Gomez.

Funding source is the Puente Project categorical fund.

EVENT: 18th Annual "Spotlighting Our Success" Faculty and Staff Awards Celebration

DATE: April 26, 2013

AMOUNT: \$6,000.00

ITEM: Refreshments, Decorations, Awards, Supplies

SBVC will host this annual awards event recognizing employees for outstanding service, honoring new retirees, and celebrating employee anniversaries. Anticipated attendance is 225 staff, faculty and community members.

Funding sources are the SBVC Foundation - President's Special Projects/Pepsi fund account and the Faculty Association account.

EVENT: Science and Technology Days

DATE: May 3, 2013

AMOUNT: \$5,000.00

ITEM: Supplies, Lunch, Refreshments and Memorabilia

Students from Richardson Prep Middle School will participate in activities and workshops in the areas of biotechnology, physics, chemistry, geography, biology, astronomy and health sciences. Mr. Garner Holt, from Garner Holt Productions, will speak to the students. Anticipated attendance is 200 eighth graders, 10-12 faculty and staff.

Funding sources are the Minority, Science, and Engineering Improvement Program (MSEIP) grant fund and Financial Aid general fund accounts.

EVENT: Inland Empire Media Academy Film Festival

DATE: May 3 & 4, 2013

AMOUNT: \$2,500.00

ITEM: Refreshments, Supplies, Speakers and Mailing Costs

The annual Inland Empire Media Academy Film Festival will bring artists from high schools, community colleges and universities together for workshops and screenings. Industry professionals will facilitate the workshops. Anticipated attendance is 200 students, faculty and staff.

Funding source is the Inland Empire Media Academy/SBVC Foundation account fund.

EVENT: Survival Kit Giveaway

DATE: May 13-15, 2013

AMOUNT: \$2,500.00

ITEM: Refreshments and Supplies

Sponsored by the Inter Club Council, this event will supply students with school materials for finals week. Each "survival kit" will include a scantron, blue book, pens, pencils, water and a snack. This event is designed to enhance school spirit and provide students with the necessary items for their final exams. Anticipated attendance is 500 students and one advisor.

Funding source is the Inter Club Council trust account.

EVENT: Coffee and Donuts Giveaway

DATE: May 16, 2013

AMOUNT: \$600.00

ITEM: Refreshments

Sponsored by the Inter Club Council, this event will provide students with a quick breakfast before they head to their first final exam. This event is designed to enhance campus spirit and promote Associated Student Government. Anticipated attendance is 500 students and one advisor.

Funding source is the Inter Club Council trust account.

EVENT: SBVC Women's Soccer Banquet

DATE: May 24, 2013

AMOUNT: \$900.00

ITEM: Refreshments, Supplies and Awards

This event recognizes the achievements and contributions of the Women's Soccer Team, coaches and staff for this year's soccer season. Anticipated attendance is approximately 40 student athletes, coaches and staff.

Funding source is the Women's Soccer trust fund.

CHC

EVENT: Yosemite Field Trip

DATE: April 6-9, 2013

AMOUNT: \$1,000.00

ITEM: Van Rental

The CHC Biology Club and TIC Club will be taking a field trip to Yosemite National Park for a 2-day educational tour of the park, led by a park naturalist. Students will learn about the ecology and geology of the park.

Funding source is the Student Senate Club Account.

EVENT: Student Recognition Dinner

DATE: May 3, 2013

AMOUNT: \$1,500.00

ITEM: Awards/Plaques

Recognition awards will be presented to students being recognized for outstanding achievement.

Funding source is the Student Life general fund.

EVENT: Scholars Convocation

DATE: May 16, 2013

AMOUNT: \$600.00

ITEM: Awards/Plaques

Recognition awards will be presented to students who have distinguished themselves as scholars, as active members of the college community, and as emerging leaders.

Funding source is the Presidents general fund.

EVENT: Transfer Recognition Ceremony

DATE: May 17, 2013

AMOUNT: \$1,000.000

ITEM: Refreshments

Sponsored by the Transfer Center, the recognition ceremony will celebrate students who have achieved transfer success from CHC.

Funding source is the Transfer Center general fund.

EVENT: CHC Commencement
DATE: May 23, 2013
AMOUNT: \$500.00
ITEM: Commencement Speaker

Funding source is the Commencement general fund.

EVENT: CHC Commencement
DATE: May 23, 2013
AMOUNT: \$2,500.00
ITEM: Rentals (Chairs & Portable Toilets)

Funding source is the Commencement general fund.

EVENT: CHC Commencement
DATE: May 23, 2013
AMOUNT: \$800.00
ITEM: Music

Funding source is the Commencement general fund.

EVENT: CHC Commencement
DATE: May 23, 2013
AMOUNT: \$4,000.00
ITEM: Cap & Gown Rental

Funding source is the Commencement general fund.

EVENT: CHC Commencement
DATE: May 23, 2013
AMOUNT: \$3,500.00
ITEM: Flowers

Funding source is the Marketing general fund & Student Life general fund

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: March 14, 2013
SUBJECT: Consideration of Approval of Donation - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees accept the following donation to support the Theatre Department within the Arts & Humanities Division at SBVC.

OVERVIEW

A donation of a sewing machine, valued at \$300.00, is being made to the Theatre Department:

Item	Source
Sewing Machine	Ms. Mary Phillips

ANALYSIS

The Theatre Department is being donated a sewing machine for us in costume creation for theatre productions.

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: Steven Sutorus, Business Manager
DATE: March 14, 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
March 14, 2013

Asset Number	Date Retired	Location	Description	Date In Service	Initial Value	Current Value
0034710	2/20/2013	CRAFTON HILLS COLLEGE	AMLAF Fire Truck	12/4/2003	\$3,000.00	\$0.00
					Total:	\$0.00

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: March 14, 2013
SUBJECT: Consideration of Approval of Surplus Property and Authorize Donation to Victor Valley Unified High School District

RECOMMENDATION

It is recommended that the Board of Trustees approve the surplus and donation of an air compressor to Victor Valley Unified High School District (VVUHSD).

OVERVIEW

SBVC Technical Division wishes to surplus an Air Techniques air compressor (serial no. 263). Education Code 81450.5 provides that the governing board may, by unanimous vote, declare property of insignificant value as surplus and donate the surplus property to a school district. VVUHSD has examined the property and will utilize the property to replace a broken air compressor at the Victor Valley High School auto shop program.

ANALYSIS

The air compressor is obsolete for SBVC auto collision repair courses. SBVC articulates with the Victor Valley High School auto shop program, and the donation will help prepare feeder high school students to enroll in the SBVC advanced level auto collision repair courses and complete certifications in a timely manner.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

VVUHSD is covering all costs to transfer the items.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: March 14, 2013
SUBJECT: Consideration of Approval of Individual Memberships

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached request for individual memberships.

ANALYSIS

Individual memberships related to job duties are submitted when institutional memberships are not available.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2012-2013 budget.

CHC

EMPLOYEE: John Boatman, Tony Carillo, Larry Cook, Javier Davila, Patrick Kirkhart,
Rick Kirkhart

DUES: Pesticide Applicator Professional Association (PAPA)

AMOUNT: \$45.00 each

The State of California requires all individuals who handle pesticides to be certified to ensure that pesticides are used properly, all applicable regulations are adhered to and all required reports are submitted. The state requires the individual to be certified, not the institution. Funding source is the Grounds Department general fund.

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: March 14, 2013

SUBJECT: Consideration of Acceptance of Academic Retirements

RECOMMENDATION

It is recommended that the Board of Trustees accept the retirement of Millie Douthit, Learning Disabilities Specialist, CHC, Marion Meines, Nursing Instructor, SBVC, and Ed Szumski, Electronics Professor, SBVC.

OVERVIEW

Ms. Douthit has submitted her letter of intent to retire effective June 30, 2013, after 24 years of service to the District. Ms. Meines submitted her letter of retirement effective February 28, 2013, which was her last date of employment, after 12 years of service to the District. Mr. Szumski submitted his letter of intent to retire effective at the close of business His retirement start date is May 25, 2013.

ANALYSIS

The Human Resources Department has provided employees acceptance of their retirement.

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

None.

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: February 28, 2013

SUBJECT: Consideration of Acceptance of Management Retirement

RECOMMENDATION

It is recommended that the Board of Trustees accept the retirement of Crispina Ongoco, Director, Fiscal Services, District.

OVERVIEW

Ms. Ongoco has submitted her letter of intent to retire effective March 5, 2013, after 26 1/2 years of service to the District.

ANALYSIS

The Human Resources Department has provided employee acceptance of her retirement.

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

None.

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: March 14, 2013

SUBJECT: **Presentation of the San Bernardino Community College District Teachers Association, CTA/NEA, Initial Proposal to the District for Negotiation of the SBCCD CTA/NEA – District Collective Bargaining Agreement for the Period July 1, 2013 through June 30, 2014, Submitted for Official Receipt and Public Hearing**

RECOMMENDATION

It is recommended that:

1. The attached initial proposal from the San Bernardino Community College District Teachers Association, CTA/NEA, for negotiation of the SBCCD Teachers Association, CTA/NEA – District Collective Bargaining Agreement for the period July 1, 2013 through June 30, 2014 be acknowledged for official receipt by the District, and presented for public hearing pursuant to the provisions of State Government Code 3547.
2. The President of the Board of Trustees open the hearing for public comments, and following any comments from the public, the President of the Board of Trustees shall close the hearing.

OVERVIEW

SBCCD Teachers Association, CTA/NEA, has submitted an initial proposal to the District for negotiation of the provisions of the SBCCD Teachers Association, CTA/NEA – District Collective Bargaining Agreement. The current bargaining agreement expires on June 30, 2013.

ANALYSIS

The existing SBCCD Teachers Association, CTA/NEA – District Collective Bargaining Agreement remains in full force and effect through June 30, 2014, and shall continue in effect for the 2013-2014 academic year without any re-openers and that the Parties meet and negotiate the impact of any budgetary or legislative actions which affect the SBCCDTA bargaining unit through the use of Memorandum(s) of Understanding during that period.

Attached is the SBCCD Teachers Association, CTA/NEA proposal for negotiation of the successor SBCCD Teachers Association, CTA/NEA – District Collective Bargaining Agreement for the period July 1, 2013 through June 30, 2014.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Financial implications are contingent upon the results of negotiations.

Attachment

MEMORANDUM

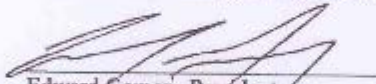
TO: San Bernardino Community College District
FROM: Edward Gomez, President - SBCCDTA
Guy Hinrichs, Negotiations Chair - SBCCDTA
DATE: February 25, 2013
RE: SBCCDTA Sunshine Proposal

In an effort to assist the District until the uncertainty of the California budget is settled, the SBCCDTA Executive Board has authorized the following Sunshine Proposal:

SUNSHINE PROPOSAL

In light of the fact that the Governor's proposal of January 2013 for the 2013-2014 budget year is innovative and potentially controversial with a strong likelihood that it may not be ready by June 30, 2013, the SBCCDTA proposes the following:

1. That the Agreement remain in full force and effective from July 1, 2013 through June 30, 2014 without any re-openers; and
2. That the Parties meet and negotiate the "impact" of any budgetary or legislative actions which affect the SBCCDTA bargaining unit through the use of Memorandum(s) of Understanding during that period.


Edward Gomez, President
SBCCDTA - CTA/NEA

2-25-13
Date


Guy Hinrichs, Negotiations Chair
SBCCDTA-CTA/NEA

25 FEB 2013
Date

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: March 14, 2013
SUBJECT: Consideration of Approval of Bond Measure M Construction Change Orders and Contract Amendments

RECOMMENDATION

It is recommended that the Board of Trustees approve this single action item for the Bond Measure M construction change orders and amendments. These changes are required and necessary, benefit the District, and reflect the most favorable negotiated costs.

San Bernardino Valley College – Central Plant						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Plumbing, Piping & Construction, Inc.	CO #4	10,878,000.00	187,807.00	125,172.00	11,190,979.00	2.88%
San Bernardino Valley College – Signage						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Broughton Construction, Inc.	CO #1	1,170,000.00	0.00	-20,502.00	1,149,498.00	-1.75%

OVERVIEW

Construction change orders may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability. California Public Contract Code 20118.4 establishes a guideline that limits construction contract change orders to 10% of the base contract amount.

A construction contract is amended when there is a change in the scope of work due to unforeseen conditions that must be corrected in order for work to proceed. Amendments alter the base contract amount and are not limited to the 10% guideline.

All change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project and of major benefit to the District are approved and implemented.

ANALYSIS

Construction contract amendments and change orders submitted with this board item total \$104,670.00 which is 0.287% of the total Measure M construction contracts of \$36,517,897.45.

The total of all Measure M amendments and change orders, including those submitted this month, increases the Bond Measure M construction contracts by \$1,501,936.25. The new overall Measure M change order percentage is 4.11%. The cost of these changes will be absorbed by bid savings; the construction projects remain within the approved budget.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2012-2013 Budget for Measure M.



Bond Measure M Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: Plumbing, Piping, & Construction, Inc. Amount \$ 125,172.00
 Campus: SBVC Project: Central Plant

This Change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions Design Omission Design Conflict
 Campus Recommended Contractor Recommended Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: Exploratory work for Auditorium Renovation; provide drainage well at all BTU meter vaults; work during weekend hours for scope of HVAC coil switch out; mechanical unit modifications.

Accountability

This Change was not part of the original design scope because: Per DSA requirements exploratory work needed to be done for Auditorium Renovation footings; provision of drainage well at all BTU meter vaults was an unforeseen field condition; campus requested contractor conduct contractual HVAC coil switch out on weekends; campus requested mechanical unit modifications at various buildings.

- The cost of this change has been validated and is the best possible price available to the District.
 This change has been reviewed and is necessary to the completion this project.

Impact

Original contract was Board approved on <u>3/15/12</u> in the amount of	\$	<u>10,878,000.00</u>
Total Board approved amendments to date	\$	<u>-</u>
Requested amendment amount		<u>-</u>
<input type="checkbox"/> This request is an amendment and results in a revised contract amount of (Note: This revised contract amount basis for 10% rule)	\$	<u>10,878,000.00</u>
Total Board approved change orders to date	\$	<u>125,172.00</u>
Requested Change Order amount	\$	<u>187,807.00</u>
<input checked="" type="checkbox"/> This request is a change order and results in a revised contract amount of	\$	<u>11,190,979.00</u>

This change order is subject to the 10% rule. It results in a 1.73% change to the contract
 The cumulative amount of change orders for this contract equals 312,979.00
2.88% of the contract amount.

TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS **11,190,979.00**

Signatures

Bond Program Manager

Diana Johnson

Diana Johnson
(Signature)

2/22/13
(Date)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

4629A1
Project Number

CUP-GC-CO4

CHANGE ORDER

Original Contract Amount: \$10,878,000.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$187,807.00

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>March 14, 2013</u>
Project Description:	<u>Central Plant Project</u>	Contract No.:	<u>General Contractor</u>
To (Contractor):	<u>Plumbing, Piping & Construction, Inc.</u>	Attn:	<u>Bill Collins</u>

You are hereby directed to make the following changes in the above reference contract for:

Item No.: Refer to attachments Reference RFP No.: Refer to attachments
Description of Work:

This change order includes additional scopes of work for the general contractor generated from unforeseen field conditions encountered and identified during construction operations, District Standards, utility coordination with on the Bond Measure M projects and Agency requirements that were required to be installed within the project. These items were not included in the original contract documents and noted after the bid and execution of the general contractor contract.

Refer to attached Project Memo No. 150
Contract Change Order No. CUP-GC-CO4: Item 1.1 - 1.4.

TOTAL COST of CONTRACT CHANGE ORDER CUP-GC-CO4: \$125,172.00

Reason for Change:

- 1 Site Cost, Unforeseen Field Condition
- 2 Building Cost, District Added or Deleted/Reduced Scope
- 3 Refer to attached Change Order CUP-GC-CO4 summary dated 3/14/2013

Initiator of Change:

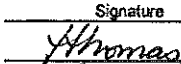


- 1 A&E Project Coordination

The original Base Contract Sum was:	<u>\$10,878,000.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.O. No. CUP-GC-CO4 will be increased by:	<u>\$125,172.00</u>
The revised BASE Contract Sum:	<u>\$11,003,172.00</u>
Net change by previous authorized Change Order(s):	<u>\$187,807.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$11,190,979.00</u>
The revised Contract Amount, including this Contract Change Order is, therefore:	<u>\$11,190,979.00</u>
The contract TIME due to C.O. No. CUP-GC-CO4 will be unchanged by:	<u>0</u> calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore:	<u>2-Mar-13</u>
SBCCD Change Order No. <u>CUP-GC-CO4</u> includes Item Number(s):	<u>1.1 through 1.4</u>

This Contract Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time. Contractor waives any claim for further adjustments of the Contract Sum and the Contract Time related to the above described change in the Work.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District. I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		Ivan Thomas, Engineer of Record	<u>02/16/2013</u>
Project Mgr.:		Michael Villegas, Project Manager	<u>2/15/13</u>
District:		Mr. Charlee Ng, Vice Chancellor Fiscal Services	
Contractor:		Bill Collins, Vice President	<u>2/15/13</u>

Printed Name/Title

CHANGE ORDER NO. CUP-GC-CO4

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 1.1	CCD No. #3 - Exploratory work for Auditorium Renovation footing size, depth and location of proposed elevator as required by DSA. KBS PCO No. 35.	L-5	100	\$0	\$5,048	\$5,048
Item 1.2	RFI No. 143 - Provide drainage well at all BTU meter vaults. KBS PCO No. 31	A-1	100	\$0	\$1,342	\$1,342
Item 1.3	Campus requested contractor conduct contractual HVAC coil switch out scope of work during weekend hours to minimize impact to Campus operations. KBS PCO NO. 34.	C-4	100	\$0	\$20,810	\$20,810
Item 1.4	Campus requested mechanical unit modifications allowance. KBS PCO NO. 36.	C-4	100	\$0	\$97,972	\$97,972
Subtotal						\$125,172
TOTAL CONTRACT CHANGE ORDER # CUP-GC-CO4						\$125,172

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
 - B SITE COST, ERROR AND/OR OMISSION
 - C SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
 - D SITE COST, AGENCY OR CODE REVISION
 - E SITE COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
 - F BUILDING COST, UNFORESEEN FIELD CONDITION
 - G BUILDING COST, ERROR AND/OR OMISSION
 - H BUILDING COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
 - J BUILDING COST, AGENCY OR CODE REVISION
 - K BUILDING COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
 - L CONTRACT ADMINISTRATIVE ISSUE
- * Note: "I" has been omitted not to be confused with "1"

- 1 CONTRACTOR GENERATED
- 2 CONSTRUCTION MANAGER GENERATED
- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED



Bond Measure M Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: Broughton Construction, Inc. Amount \$ (20,502.00)
 Campus: SBVC Project: Site Signage

This Change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions Design Omission Design Conflict
 Campus Recommended Contractor Recommended Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: Bid allowance-credit for unused funds and contractor back-charge for landscape and irrigation repairs completed by another contractor.

Accountability

This Change was not part of the original design scope because: Bid allowance No. 01 for hazemat abatement - unused funds; Bid allowance No. 2 for renovation unforeseen conditions-credit for unused funds; contractor back-charge for landscape and irrigation repairs completed by another contractor.

- The cost of this change has been validated and is the best possible price available to the District.
 This change has been reviewed and is necessary to the completion this project.

Impact

Original contract was Board approved on <u>5/17/12</u> in the amount of	\$	<u>1,170,000.00</u>
Total Board approved amendments to date	\$	<u>-</u>
Requested amendment amount		<u>-</u>
<input type="checkbox"/> This request is an amendment and results in a revised contract amount of	\$	<u>1,170,000.00</u>
(Note: This revised contract amount basis for 10% rule)		
Total Board approved change orders to date	\$	<u>-</u>
Requested Change Order amount	\$	<u>(20,502.00)</u>
<input checked="" type="checkbox"/> This request is a change order and results in a revised contract amount of	\$	<u>1,149,498.00</u>

This change order is subject to the 10% rule. It results in a -1.75% change to the contract

The cumulative amount of change orders for this contract equals (20,502.00)
-1.75% of the contract amount.

TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS 1,149,498.00

Signatures

Bond Program Manager

Diana Johnson

Diana Johnson
(Signature)

2/22/13
(Date)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

4629A1
Project Number

SIG-GC-CO1

CHANGE ORDER

Original Contract Amount: **\$1,170,000.00**
 Amount of Previous Contract Amendments: **\$0.00**
 Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>March 14, 2013</u>
Project Description:	<u>SBVC Site Signage Project</u>	Contract No.:	<u>General Contractor</u>
To (Contractor):	<u>Broughton Construction, Inc.</u>	Attn:	<u>Paul Corthell</u>

You are hereby directed to make the following changes in the above reference contract for:

Item No.: Refer to attachments Reference RFP No.: Refer to attachments

Description of Work:

This change order includes additional scopes of work for the general contractor generated from unforeseen field conditions encountered and identified during construction operations, utility coordination with on the Bond Measure M projects and Agency requirements that were required to be installed within the project. These items were not included in the original contract documents and noted after the bid and execution of the general contractor contract.

Refer to attached Project Memo No. 148
 Contract Change Order No. SIG-GC-CO1: Item 1.1 - 1.3.

TOTAL COST of CONTRACT CHANGE ORDER SIG-GC-CO1: (\$20,602.00)

Reason for Change:

- Contract Administrative
- Site Cost, Contractor Impact to another Contractor
- Refer to attached Change Order SIG-GC-CO1 summary dated 3/14/2013

Initiator of Change:

- Project Administration

The original Base Contract Sum was:	<u>\$1,170,000.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.O. No. SIG-GC-CO1 will be decreased by:	<u>-\$20,602.00</u>
The revised BASE Contract Sum:	<u>\$1,149,498.00</u>
Net change by previous authorized Change Order(s):	<u>\$0.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$1,149,498.00</u>
The revised Contract Amount, including this Contract Change Order is, therefore:	<u>\$1,149,498.00</u>
The contract TIME due to C.O. No. SIG-GC-CO1 will be unchanged by:	<u>0</u> calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore:	<u>23-Feb-13</u>
SBCCD Change Order No. <u>SIG-GC-CO1</u> includes Item Number(s):	<u>1.1 through 1.3</u>

This Contract Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time. Contractor waives any claim for further adjustments of the Contract Sum and the Contract Time related to the above described change in the Work.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District. I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		Richard Bienvenu, Project Architect	<u>2/13/2013</u>
Project Mgr.:		Michael Villegas, Project Manager	<u>2.13.2013</u>
District:		Mr. Charlie Ng, Vice Chancellor Fiscal Services	
Contractor:		Paul Corthell, Project Manager	<u>2/14/13</u>

Printed Name/Title

CHANGE ORDER NO. SIG-GC-CO1

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 1.1	Bid Allowance No. 01 - Credit for unused Hazmat allowance funding	L-2	100	\$0	(\$20,000)	(\$20,000)
Item 1.2	Bid Allowance - Credit for unused Renovation allowance funding	L-2	100	\$0	(\$107)	(\$107)
Item 1.3	Contractor back charge for landscape and irrigation repairs completed by another contractor. KBS PCO NO. 19	E-2	100	\$0	(\$395)	(\$395)
Subtotal						(\$20,502)
TOTAL CONTRACT CHANGE ORDER # SIG-GC-CO1						(\$20,502)

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
- C SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- D SITE COST, AGENCY OR CODE REVISION
- E SITE COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- F BUILDING COST, UNFORESEEN FIELD CONDITION
- G BUILDING COST, ERROR AND/OR OMISSION
- H BUILDING COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- J BUILDING COST, AGENCY OR CODE REVISION
- K BUILDING COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- L CONTRACT ADMINISTRATIVE ISSUE

* Note: "I" has been omitted not to be confused with "1"

- 1 CONTRACTOR GENERATED
- 2 CONSTRUCTION MANAGER GENERATED
- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED

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: March 14, 2013
SUBJECT: Consideration of Approval of Bond Measure P Construction Change Orders and Contract Amendments

RECOMMENDATION

It is recommended that the Board of Trustees approve this single action item for the Bond Measure P construction change orders and amendments. These changes are required and necessary, benefit the District, and reflect the most favorable negotiated costs.

Crafton Hills College – Community Recreation Facility (CRF)- LEED Solar Heating Panels						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Riverside Construction Company, Inc.	CO #2	498,000.00	28,093.33	16,693.82	542,787.15	8.99%

OVERVIEW

Construction change orders may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability. California Public Contract Code 20118.4 establishes a guideline that limits construction contract change orders to 10% of the base contract amount.

A construction contract is amended when there is a change in the scope of work due to unforeseen conditions that must be corrected in order for work to proceed. Amendments alter the base contract amount and are not limited to the 10% guideline.

All change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project and of major benefit to the District are approved and implemented.

ANALYSIS

Construction contract amendments and change orders submitted with this board item total \$16,693.82 which is 0.016% of the total Measure P construction contracts of \$107,107,566.19.

The total of all Measure P amendments and change orders, including those submitted this month, increases the Bond Measure P construction contracts by \$6,316,768.33. The new overall Measure P change order percentage is 5.90%. The cost of these changes will be absorbed by bid savings; the construction projects remain within the approved budget.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2012-2013 Budget for Measure P.



Bond Measure P Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: Riverside Construction Amount \$ 16,693.82

Campus: Crafton Hills College Project: CRF Leed Solar Heating Panels

This Change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions Design Omission Design Conflict
 Campus Recommended Contractor Recommended Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: **Above ground mechanical piping fixes; re-painting above ground mechanical piping; additional check valve installation; pool temperature tap sensor installation; soil erosion clean-up and enhanced commissioning report.**

Accountability

This Change was not part of the original design scope because: **Site cost, error and/or omission was attributable to above ground mechanical piping fixes, re-painting above ground mechanical piping, additional check valve installation and pool temperature tap sensor installation; unforeseen field conditions were the soil erosion clean-up and enhanced commissioning report.**

The cost of this change has been validated and is the best possible price available to the District.

This change has been reviewed and is necessary to the completion this project.

Impact

Original contract was Board approved on <u>12/08/11</u> in the amount of	\$	<u>498,000.00</u>
Total Board approved amendments to date	\$	<u>-</u>
Requested amendment amount		<u>-</u>

This request is an amendment and results in a revised contract amount of \$ 498,000.00
(Note: This revised contract amount basis for 10% rule)

Total Board approved change orders to date	\$	<u>16,693.82</u>
Requested Change Order amount	\$	<u>28,093.33</u>

This request is a change order and results in a revised contract amount of \$ 542,787.15

This change order is subject to the 10% rule. It results in a 5.64% change to the contract

The cumulative amount of change orders for this contract equals	<u>44,787.15</u>
<u>8.99%</u> of the contract amount.	

TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS	<u>542,787.15</u>
--	--------------------------

Signatures

Bond Program Manager

Diana Johnson

Diana Johnson
(Signature)

2/22/13
(Date)

4508C2
Project Number

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

CRF LEED-BC1-CO2

CHANGE ORDER

Original Contract Amount: \$498,000.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$28,093.33

School Name: Crafton Hills College Date: February 12, 2013
Project Description: CRF LEED Solar Heating Panels Contract No.: Bld Category 1
To (Contractor): Riverside Construction Company, Inc. Alln: Casey Carpenter

You are hereby directed to make the following changes in the above reference contract for:

Item No.: Refer to attachments

Reference RFP No.: Refer to attachments

Description of Work:

This change order includes additional scopes of work for the general contractor generated from added and/or deleted scope improvements, unforeseen field conditions encountered and identified during construction operations. These items were not included in the original contract documents and noted after the bid and execution of the trade contract.

Refer to attached CRF Project Memo No. 72R

Contract Change Order No. CRF LEED-BC1-CO2: Item 1.1 - 1.6.

TOTAL COST of CONTRACT CHANGE ORDER CRF LEED-BC1-CO2: \$16,693.82

Reason for Change:

Refer to pg 2 for Information.

Initiator of Change:

Refer to pg 2 for Information.

The original Base Contract Sum was:	<u>\$498,000.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.O. No. CRF LEED-BC1-CO2 will be increased by:	<u>\$16,693.82</u>
The revised BASE Contract Sum:	<u>\$514,693.82</u>
Net change by previous authorized Change Order(s):	<u>\$28,093.33</u>
The Contract Sum including previous authorized Change Orders:	<u>\$542,787.15</u>
The revised Contract Amount, including this Contract Change Order is, therefore:	<u>\$542,787.15</u>
The contract TIME due to C.O. No. CRF LEED-BC1-CO2 will be changed by:	<u>197</u> calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore	<u>15-Feb-13</u>
SBCCD Change Order No. <u>CRF LEED-BC1-CO2</u> includes Item Number(s):	<u>1.1 through 1.6</u>

This Contract Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time. Contractor waives any claim for further adjustments of the Contract Sum and the Contract Time related to the above described change in the Work.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

Architect:	<u>[Signature]</u> Name (printed) <u>David Hart, Project Architect</u> Date <u>2/15/13</u>
Constr. Mgr.:	<u>[Signature]</u> <u>Geoff Bachanas, Construction Manager</u> <u>2/20/13</u>
District:	<u>[Signature]</u> <u>Mr. Charlie Ng, Vice Chancellor Fiscal Services</u> <u>2/20/13</u>
Contractor:	<u>[Signature]</u> <u>Casey Carpenter, Project Manager</u> <u>Printed Name/Title</u>

State of California - Division of the State Architect

DSA Application No. _____ File No. _____

Approved _____

per Principal Structural Engineer: _____

CHANGE ORDER NO. CRF LEED-BC1-CO2

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 1.1	COR #15 - Above Ground Mechanical Piping Fixes	B-3*	100	\$0.00	\$551.20	\$551.20
Item 1.2	COR #17 - Re-Painting Above Ground Mechanical Piping	B-3*	100	\$0.00	\$1,292.99	\$1,292.99
Item 1.3	COR #19 - Additional Check Valve Installation per RFI #15	B-3*	100	\$0.00	\$4,873.92	\$4,873.92
Item 1.4	COR #20 - Temperature Tap Sensor @ Main Drain Line and Auxiliary Temperature Sensor Installation per RFI #14	B-2	100	\$0.00	\$6,865.16	\$6,865.16
Item 1.5	COR #14 - Soil Erosion Clean-Up	A-2	100	\$0.00	\$2,735.16	\$2,735.16
Item 1.6	COR #18R2 - Enhanced Commissioning Support	A-2	100	\$0.00	\$375.39	\$375.39
Subtotal						\$16,693.82
TOTAL CONTRACT CHANGE ORDER # CRF LEED-BC1-CO2						\$16,693.82

* Steinberg Architects has a disagreement on coding of item. See detailed backup for more information.

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
- C SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- D SITE COST, AGENCY OR CODE REVISION
- E SITE COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- F BUILDING COST, UNFORESEEN FIELD CONDITION
- G BUILDING COST, ERROR AND/OR OMISSION
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- J BUILDING COST, AGENCY OR CODE REVISION
- K BUILDING COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- L CONTRACT ADMINISTRATIVE ISSUE

* Note: "I" has been omitted not to be confused with "1"

- 1 CONTRACTOR GENERATED
- 2 CONSTRUCTION MANAGER GENERATED
- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED

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: March 14, 2013
SUBJECT: Consideration of Approval of Amendment 001 to the P2S Engineering, Inc. Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 001 to the P2S Engineering, Inc. contract in the amount of \$14,270.75.

OVERVIEW

On December 13, 2012, the Board of Trustees approved a contract with P2S Engineering for architectural services for Circuit A and Circuit C, with respect to the New Crafton Center and the Science Building projects at Crafton Hills College. This amendment to that contract includes a re-route of the existing telecom and fiber system.

ANALYSIS

The effect of this amendment will be an addition of \$14,270.75 to P2S Engineering, Inc. contract, resulting in a revised contract amount of \$35,510.75. 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.

No. 17 – New Crafton Center and Science Building

DATE: January 30, 2013

TO: Charlie Ng
Vice Chancellor
Crafton Hills College (CHC)

FROM: Brooke Duncan
Project Manager
Kitchell/BRj/Seville

RE: Crafton Hills College (CHC) Measure M
New Crafton Center and Science Building
Contract Amendment to P2s for Circuit A and C scope of work.

SCOPE:

SBCCD approval of an add service amendment to P2s Engineering for Circuit A and C scope of work.

NARRATIVE:

Additional engineering services to include the following services for a DSA review and additional scope to the Science Bldg.:

1. Telecom duct bank and media relocation near the future Science Bldg.
2. Provision of structural calculations for air switches to satisfy DSA requirements.
3. Provision to separate the packages for Circuit A and Circuit C scope to allow for 2 separate UCCAP bids.
4. Provision for DSA review and coordination, DSA Intake fees for an over-the-counter review on 1/31/13.

Contract History:

Contract Engineering Fees: \$21,240.00

Proposed Amendment #1 totals \$14,270.75

P2s Fees \$8,500.00 (represents 12% of construction costs)

SEOR Fees: \$3,000.00

DSA Intake Fees: 2,770.75

RECOMMENDATION:

Kitchell/BRj/Seville recommends that SBCCD grant approval to issue the amendment in the total amount of \$14,270.75.

Upon approval, Kitchell/BRj/Seville will direct P2s to proceed with the additional engineering documents in an effort to deliver a timely deliverable for coordination of a UCCAP bid and DSA review. A formal amendment to the contract will be prepared and forwarded to the next available Board meeting for approval.

amy
2/4/13

Budget Information:

Budget version #1- 1/30/2013

New Crafton Center:

Original Project Budget amount: \$ 30,063,070
Spent to Date: \$ 2,944,161.57
Project Current Estimate of Complete Costs: \$ 30,063,070
Project Memo Forecast Cost: \$ 7,770.75
Project Change Amount: \$ 0.00

Budget Line Item: 42-37-32-8208-0000-6220.50-7100- remodel construction circuit A

New Science Building:

Original Project Budget amount: \$ 25,675,949.20
Spent to Date: \$ 1,969,214.57
Project Current Estimate of Complete Costs: \$ 25,675,949.20
Project Memo Forecast Cost: \$ 6,500.00
Project Change Amount: \$ 0.00

Budget Line Item: 42-37-32-4625-0000-6210.10-7100- Soft Cost Contingency

I concur with this recommendation Diana Johnson 2/5/13
 I do not concur with this recommendation Diana Johnson, Program Manager, KBS

I concur with this recommendation Charlie Ng NS
 I do not concur with this recommendation Charlie Ng, Vice Chancellor, Fiscal Services

Attachments: Proposal, construction cost spreadsheet of Circuit A and Circuit C, DSA calculator for intake fees.

NS
2/5/13

ENGINEER CONTRACT AMENDMENT: 001

PROJECT: Crafton Hills College (CHC)
CIRCUIT A / C PROJECTS
11711 Sand Canyon Road, Yucaipa, CA 92399

OWNER: San Bernardino Community College District
114 S. Del Rosa Avenue
San Bernardino, CA 92408

TO: P2S Engineering, Inc.
5000 East Spring St.,
Long Beach, CA 90815

Brief Description:

This contract amendment is for additional engineering services associated with the Circuit A and C projects: DSA over the counter intake fees, provision for structural calculations as required by the state agency, adding scope of work for Telecom re-route and splitting of the packages to create 2 projects.

- Engineering Fees \$8,500.00
- Structural Engineer \$3,000.00
- State Agency intake fees \$2,770.75

Costs:

\$14,270.75 = Total of this requested Consultant Contract Amendment: 001


The original Contract Sum	\$21,240.00
Net change by previous Amendments	\$0.00
The Contract Sum prior to this Amendment	\$21,240.00
The Contract Sum will be increased by this Amendment	\$14,270.75
The new Contract Sum including this Amendment	\$35,510.75
The Contract Schedule as of this Amendment will be increased by:	0 calendar days

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes P2S Engineering, Inc. to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to P2S Engineering, Inc. contract with SBCCD.

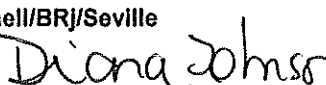
Not valid until signed by all parties. Signature of Consultant indicates agreement herewith, including any adjustment in the Contract Sum or Contract Schedule.

Authorized:

CONSULTANT
P2S Engineering, Inc.

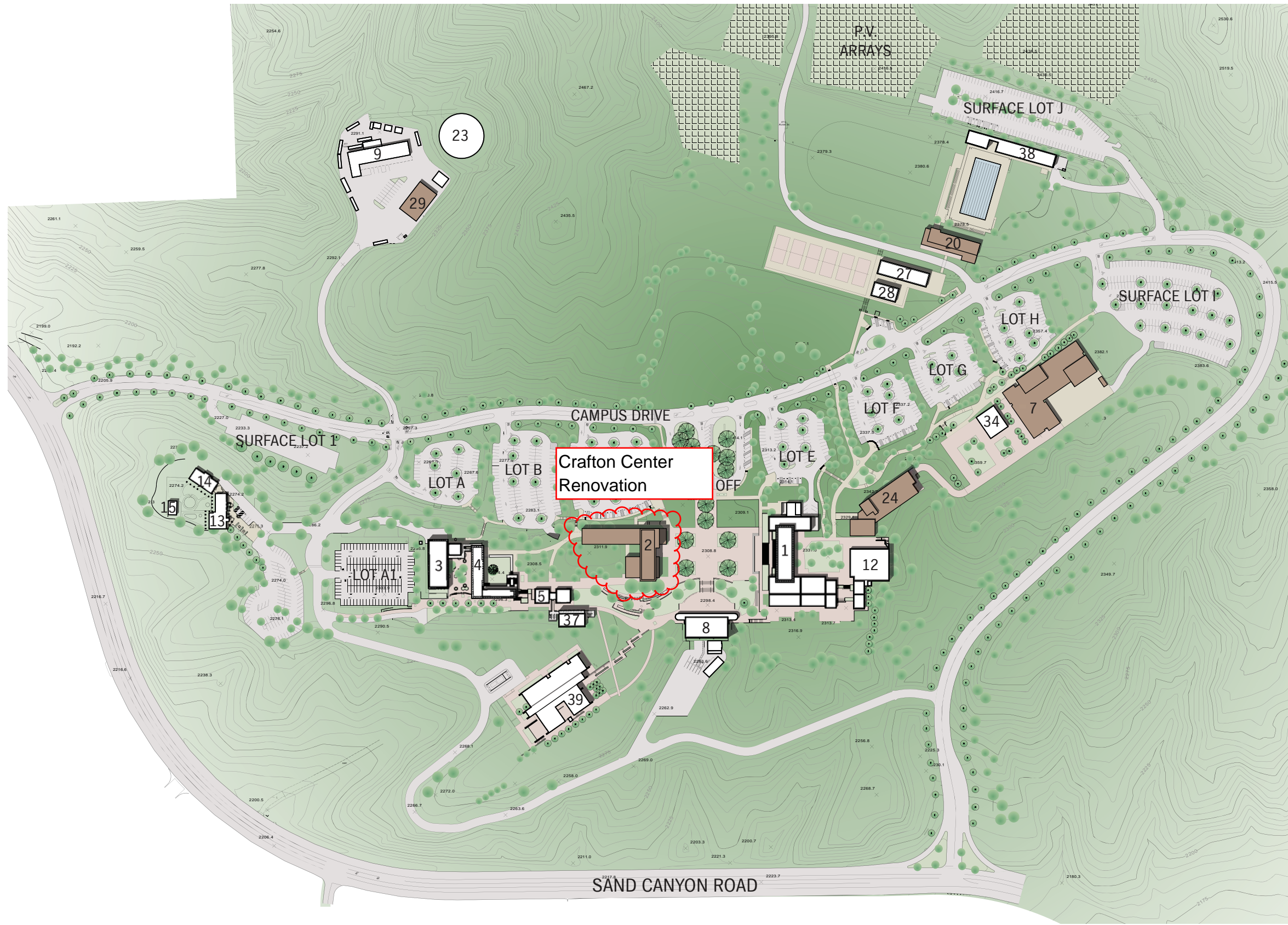
By: 
DATE: 2/17/13

PROGRAM MANAGER
Kitchell/BRJ/Seville

By: 
DATE: 2/22/13

OWNER
SBCCD

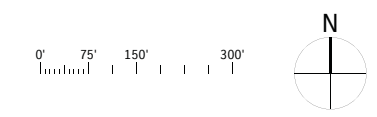
By: _____
DATE: _____

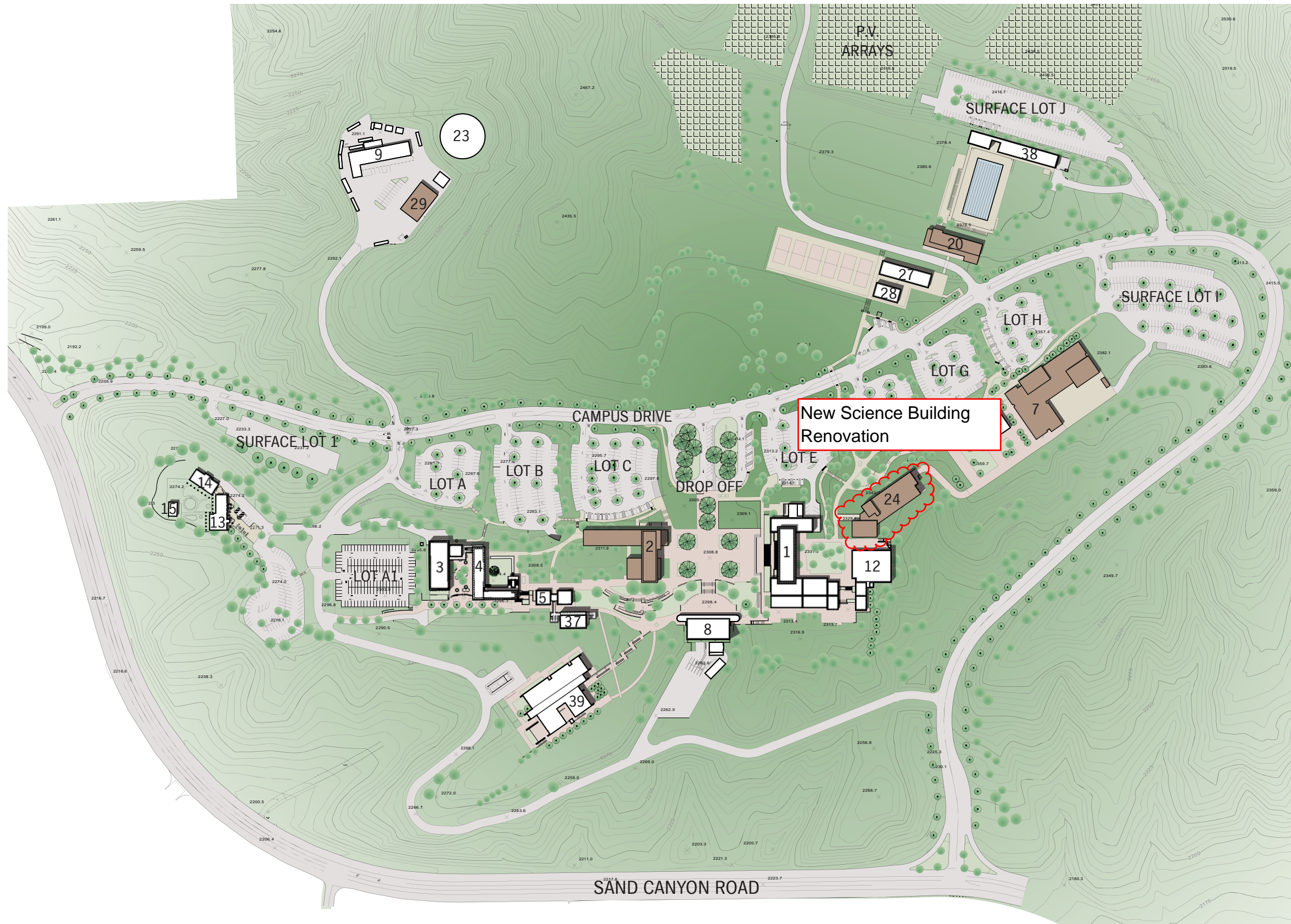


- | NO. | BUILDING NAME |
|-----------|---|
| 1 | LAB/ADMIN |
| 2 | CRAFTON CENTER |
| 3 | CLASSROOM BUILDING 2 |
| 4 | STUDENT SERVICES A |
| 5 | CLASSROOM BUILDING 1 |
| 7 | OCCUPATIONAL ED 2 |
| 8 | PERFORMING ARTS CENTER |
| 9 | MAINTENANCE & OPERATIONS |
| 12 | CHEMISTRY |
| 13 | CDC 1 |
| 14 | CDC 2 |
| 15 | CDC 3 |
| 20 | PHYS ED / ATHLETICS |
| 23 | WATER TANK |
| 24 | SCIENCE |
| 27 | SCIENCE MODULAR |
| 28 | MATH MODULAR |
| 29 | OFFICES (REPURPOSED BOOKSTORE MODULAR) |
| 34 | BOOKSTORE CLASSROOMS |
| 37 | STUDENT SERVICES B |
| 38 | AQUATIC CENTER |
| 39 | LEARNING RESOURCE CENTER |

* BOLD INDICATES NEW BUILDING

MASTER PLAN - HORIZON 1

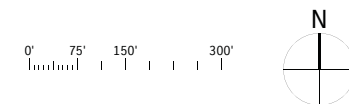




- | NO. | BUILDING NAME |
|-----|---|
| 1 | LAB/ADMIN |
| 2 | CRAFTON CENTER |
| 3 | CLASSROOM BUILDING 2 |
| 4 | STUDENT SERVICES A |
| 5 | CLASSROOM BUILDING 1 |
| 7 | OCCUPATIONAL ED 2 |
| 8 | PERFORMING ARTS CENTER |
| 9 | MAINTENANCE & OPERATIONS |
| 12 | CHEMISTRY |
| 13 | CDC 1 |
| 14 | CDC 2 |
| 15 | CDC 3 |
| 20 | PHYS ED / ATHLETICS |
| 23 | WATER TANK |
| 24 | SCIENCE |
| 27 | SCIENCE MODULAR |
| 28 | MATH MODULAR |
| 29 | OFFICES
(REPURPOSED BOOKSTORE
MODULAR) |
| 34 | BOOKSTORE CLASSROOMS |
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* BOLD INDICATES NEW BUILDING

MASTER PLAN - HORIZON 1



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: March 14, 2013
SUBJECT: Consideration of Approval of Amendment 004 to the Steinberg Architects Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 004 to the Steinberg Architects contract in the amount of \$27,800.00.

OVERVIEW

On December 8, 2011, the Board of Trustees approved a contract with Steinberg Architects for architectural services for the New Physical Education Complex at Crafton Hills College. Since that time, they have been asked to provide additional design services to accommodate Leadership in Energy and Environmental Design (LEED) standards. This amendment captures the costs to design the project to the Platinum rating standard.

ANALYSIS

The effect of this amendment will be an addition of \$27,800.00 to the Steinberg Architects contract, resulting in a revised contract amount of \$569,585.00. 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 Rd., Yucaipa, CA 92399


Project Memo

Ph: 909.435.4159 Fax: 909.794.8901

No. 21 – CHC PE Complex

DATE: January 21, 2013

TO: Charlie Ng
Vice Chancellor
Crafton Hills College (CHC)

FROM: Brooke Duncan
Project Manager
Kitchell/BRj/Seville 

RE: Measure M Crafton Hills College: New PE Complex
Architect Amendment #4 – Steinberg Architect's
LEED Status from Silver to Platinum, PROPOSAL #2

SCOPE:

SBCCD approval of an add service amendment to architect's contract for professional services for the PE Complex.

NARRATIVE:

Direction has been received from SBCCD to elevate the status of LEED silver to LEED platinum for this project. Steinberg's contract amendment #1, proposal #1 included design costs from Schematics to the Design Development Phase (DD). This secondary proposal is for the following scope:

1. Architectural services from Design Development phase (DD) to Construction Document phase (CD).
2. Additional scope was identified to capture Innovation Design Credit 1.3 to include educational signage to the project. Design scope is for adding electrical connections to the signage.

The proposal was reviewed with the District's LEED Consultant, Martin Howell of ARUP.

This proposal has been negotiated from an original fee of \$44,000 to a final fee of \$27,800.00. Upon approval of this project memo, Kitchell/BRj/Seville will direct Steinberg Architects to proceed with the additional services for Innovation Design Credit 1.3 in an effort to execute a timely deliverable for design coordination. A formal contract amendment will be prepared and forwarded to the next available Board meeting for District approval.

Steinberg's Contract history:

Original contract value: \$428,165.00

Amend #1 (Additional Services LEED Silver to LEED Platinum)	\$70,720.00
Amend #2 (Add'l Svcs FF&E, AV/IT)	42,000.00
Amend #3 (USGBC LEED registration)	\$900.00

RECOMMENDATION:

Kitchell/BRj/Seville recommends that SBCCD approve the add service amendment to Steinberg's contract for the amount of \$27,800.00

ang
1/24/13


1/29/13

Based on our understanding of the project needs, we propose a fixed fee of Forty Four Thousand Dollars (\$44,000.00) including reimbursable expenses, as set forth below.

Architectural Services	\$ 36,000
Innovation and Design Credit	\$ 5,000
Innovation and Design Credit (P2S)	\$ 3,000
Total Fee:	\$ 44,000

19,800 =
remained
12/14/12 per martin
> OK

\$27,800 = first proposal approved
\$97,540
9k to high

IV. EXCLUSIONS

Not included in the above fee are the services of commissioning agent to be engaged by Campus. Services by Campus Commissioning agent would include written plan for Energy and Atmosphere Credit 5- Measurement and Verification. If written plan is required as a part of this fee proposal an additional \$9,500 will be added.

V. HOURLY RATE SCHEDULE

FOR CHANGE IN SERVICES, THE ARCHITECT'S HOURLY RATES ARE SET FORTH AS FOLLOWS:

Principal	\$190-280
Senior Project Architect	\$170
Senior Project Manager	\$170
Job Captain	\$132
Intermediate Designer	\$108
Administrative Staff	\$85

MUST BE
REVISID.

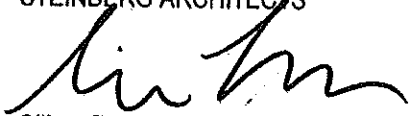
V. Authorization

Please review this proposal, and if it is acceptable, please provide us a written authorization to proceed.

Please call if you have any questions concerning this agreement.

Sincerely,

STEINBERG ARCHITECTS



Gilbert Rocca
Senior Associate

Cc: David Hart, Irene Ngo, File A01

ARCHITECT CONTRACT AMENDMENT: 004

PROJECT: Crafton Hills College (CHC)
New P.E. Complex
11711 Sand Canyon Road, Yucaipa, CA 92399

OWNER: San Bernardino Community College District
114 S. Del Rosa Avenue
San Bernardino, CA 92408

TO: Steinberg Architects
523 West 6th Street, Ste 245
Los Angeles, CA 90014

Brief Description:

This contract amendment is for additional and final architectural and consultant services associated with District direction to elevate the status of the PE Complex Project from LEED Silver to LEED Platinum certification for the Construction Document (CD) phase of design. The prior LEED amendment for this scope of work was for architectural and consultant services to Design Development (DD) phase. In addition, Innovation and Design credit 1.3 Educational Signage was identified to include for the Electrical portion of work and necessary to achieve the needed points to platinum.

- LEED Architectural (Construction Document Phase) \$19,800.00
- LEED Innovation and design Credit \$5,000.00
- LEED Innovation and design Credit (P2s) \$3,000.00

Steinberg Architects will provide the following: analysis and development of storm water retention to satisfy Credit SS6.1, development of necessary toilet room to satisfy WE 3, confirmation of materials and development of specifications to satisfy necessary Materials and Resources credits, confirmation of materials and development of specifications and consultant coordination to achieve necessary Indoor Environment Quality credits. Consultant coordination on necessary LEED Platinum credits, analysis and development of Innovation and Design Credit 1.3. Steinberg Architects will be held to agreements in proposal dated January 15th, 2013 (ATTACHED).

Costs:

\$27,800.00 = Total of this requested Consultant Contract Amendment: 004

The original Contract Sum	\$428,165.00
Net change by previous Amendments	\$113,620.00
The Contract Sum prior to this Amendment	\$541,785.00
The Contract Sum will be increased by this Amendment	\$27,800.00
The new Contract Sum including this Amendment	\$569,585.00
 The Contract Schedule as of this Amendment will be increased by:	 0 calendar days

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes 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 architectural services contract with SBCCD.


Not valid until signed by all parties. Signature of Consultant indicates agreement herewith, including any adjustment in the Contract Sum or Contract Schedule.

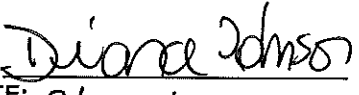
Authorized:

CONSULTANT
Steinberg Architects

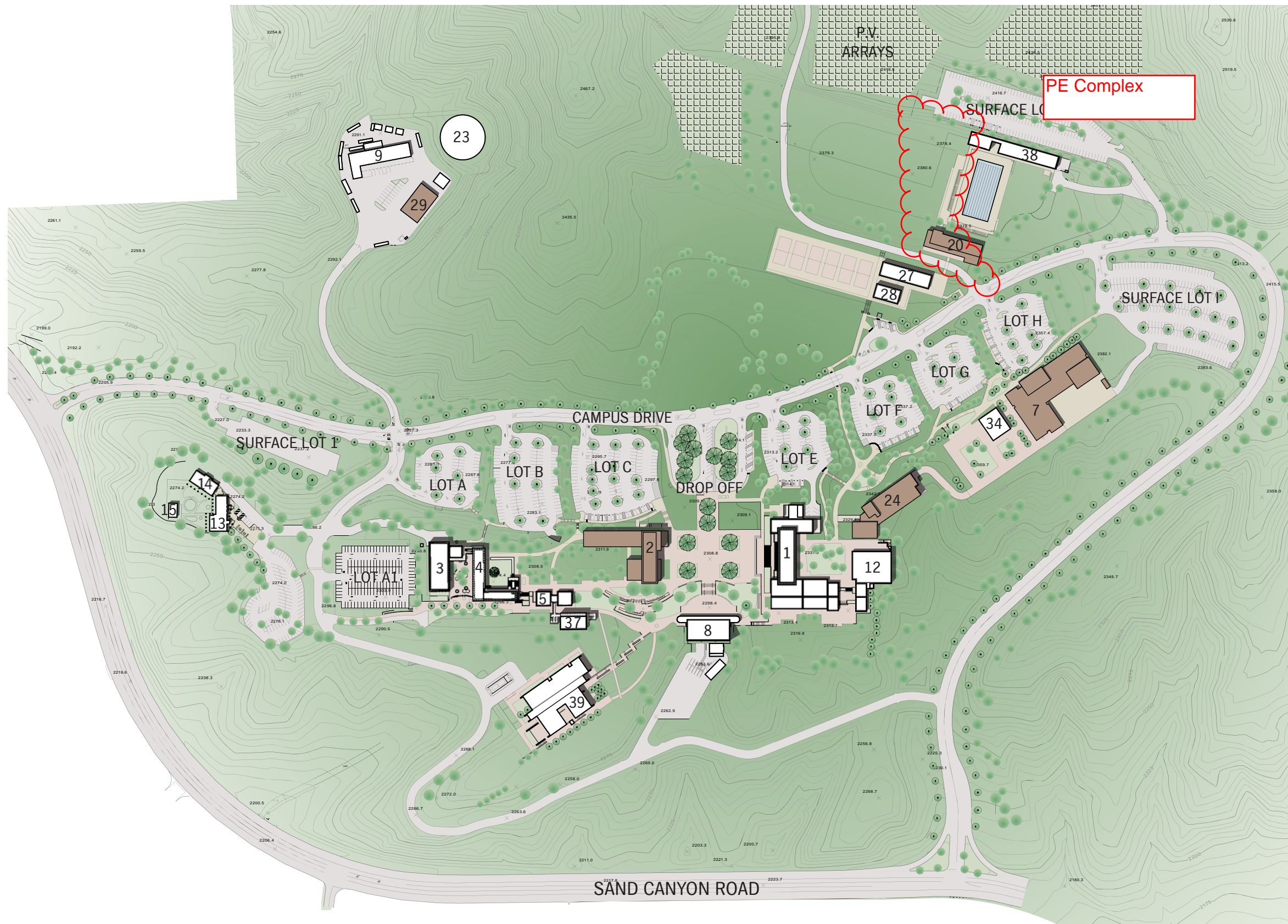
PROGRAM MANAGER
Kitchell/BRJ/Seville

OWNER
SBCCD

By:  ROBERT LAVEY
DATE: 2/11/2013

By:  Diane Johnson
DATE: 2/22/13

By: _____
DATE: _____

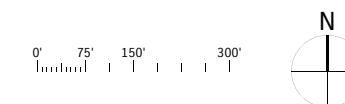


NO. BUILDING NAME

- 1 LAB/ADMIN
- 2 **CRAFTON CENTER**
- 3 CLASSROOM BUILDING 2
- 4 STUDENT SERVICES A
- 5 CLASSROOM BUILDING 1
- 7 **OCCUPATIONAL ED 2**
- 8 PERFORMING ARTS CENTER
- 9 MAINTENANCE & OPERATIONS
- 12 CHEMISTRY
- 13 CDC 1
- 14 CDC 2
- 15 CDC 3
- 20 **PHYS ED / ATHLETICS**
- 23 WATER TANK
- 24 **SCIENCE**
- 27 SCIENCE MODULAR
- 28 MATH MODULAR
- 29 **OFFICES (REPURPOSED BOOKSTORE MODULAR)**
- 34 BOOKSTORE CLASSROOMS
- 37 STUDENT SERVICES B
- 38 AQUATIC CENTER
- 39 LEARNING RESOURCE CENTER

* BOLD INDICATES NEW BUILDING

MASTER PLAN - HORIZON 1



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: March 14, 2013
SUBJECT: Consideration of Approval of Amendment 006 to the DLR Group WWCOT Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 006 to the DLR Group WWCOT contract in the amount of \$3,550.00.

OVERVIEW

On April 8, 2010, the Board of Trustees approved a contract with DLR Group WWCOT for architectural services for the Business Building Renovation Project at San Bernardino Valley College. This amendment is for the design engineering and preparation required for a Division of the State Architect (DSA) Construction Change Directive resulting from contractor error. The additional design costs will be backcharged against the general contractor's lump sum contract.

ANALYSIS

The effect of this amendment will be an addition of \$3,550.00 to the DLR Group WWCOT contract, resulting in a revised contract amount of \$1,396,460.00. 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: 2/12/2013

No. VC 147

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
Project: **Business Building Renovation**
Subject: **DLR Amendment No. 06**

SCOPE:

SBCCD approval to amendment contract to DLR Group WWCOT (DLR) for the Business Building Renovation Project.

NARRATIVE:

This amendment is for additional design services to the Business Building Renovation project as a result of contractor error required the design team to develop column base plate details and structural revisions for submission of DSA approval. DLR Group shall design, engineer and prepare Division of State Architect (DSA) Construction Change Directive (CCD) for submission and incorporation into the project documents. The additional design costs will be back charged against the general contractor's lump sum contract. With your concurrence with this recommendation DLR Group Amendment No. 06 will be presented to the SBCCD board at the upcoming March 14, 2013 board meeting.

RECOMMENDATION:

Kitchell/BRJ/Seville recommends that SBCCD approves the increased scope for the Business Building Renovation Project.

Budget Information:

Project Original Budget Amount:	\$ 15,600,000.00
Project Current Spent to Date:	\$ 7,377,557.73
Project Current Estimate to Complete:	\$ 15,594,477.00
Project Memo Forecast Cost:	\$ 3,550.00
Project Change Amount:	\$ 0.00
Budget Line Item: 6220.10 (Architectural Fees)	

Note: There will be no increase to the overall project budget. The costs for this added service proposal will be paid from monies in the architect line item budget.

<input type="radio"/> <input type="radio"/> I concur with this recommendation _____ <input type="radio"/> I do not concur with this recommendation _____ Diana Johnson, Program Manager, KBS
--

<input type="radio"/> <input type="radio"/> I concur with this recommendation _____ <input type="radio"/> I do not concur with this recommendation _____ Charlie Ng, Vice Chancellor, Fiscal Services

Attachments: DLR additional Service # 09 proposal dated 12/18/2012.

Handwritten signature and date: 2/14/13

ARCHITECT CONTRACT AMENDMENT: 006

DATE: 2/11/2013

PROJECT: San Bernardino Valley College
701 S. Mount Vernon Ave.
San Bernardino, CA 92410

OWNER: San Bernardino Community College District (SBCCD)
114 S. Del Rosa Avenue
San Bernardino, CA 92408

TO: DLRGoup WWCOT
4280 Latham Street Suite H
Riverside, Ca. 92501

Narrative:

DLR Group WWCOT (DLR), to design, engineer and prepare Division of State Architect (DSA) Construction Change Directive (CCD) for incorporation into the project documents. Contractor error required the design team to develop column base plate details and structural revisions for submission of DSA approval. The additional design costs will be backcharged against the general contractor's lump sum contract. DLR proposal # 09 carried costs of \$3,550.00 to provide this service.

Attachments:

- Measure M - Project Memo VC - 147
- DLR additional service proposal 09

Costs:

\$3,550.00 = Total amount of this Amendment

The original Agreement for Professional Services Contract Sum	\$ 1,240,000.00
Net change by previous Amendments	\$ 152,910.00
The Agreement for Professional Services Contract Sum prior to this Amendment	\$ 1,392,910.00
The Agreement for Professional Services Contract Sum will be increased by this Amendment	\$ 3,550.00
The new Agreement for Professional Services Contract Sum including this Amendment	\$ 1,396,460.00

By signing this Amendment the SBCCD authorizes DLR to increase the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to DLR 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:
ARCHITECT
DLR Group WWCOT

PROGRAM MANAGER
Kitchell/BRJ

OWNER
SBCCD

By: 

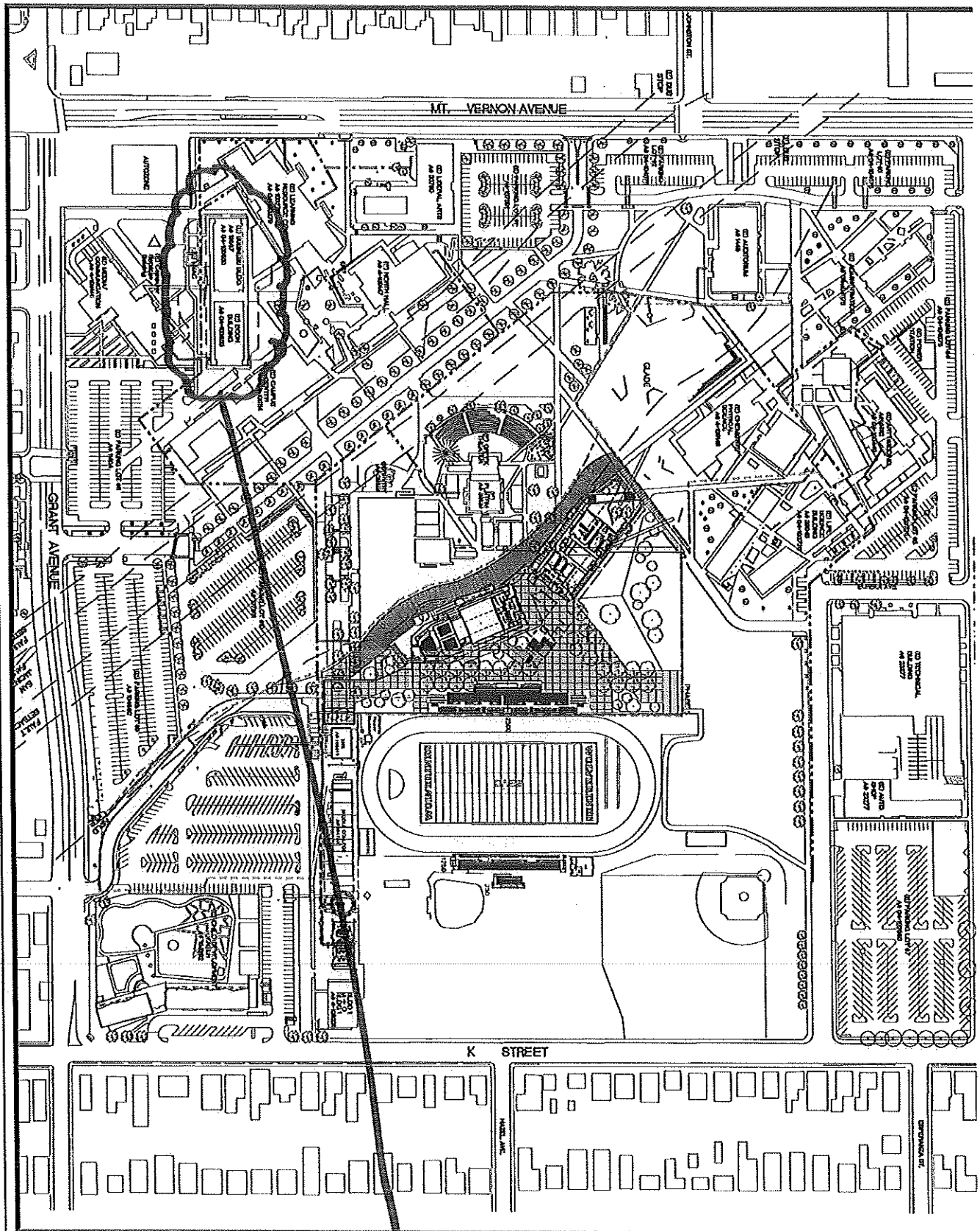
By: 

By: _____

DATE: 2.15.2013

DATE: 2/22/13

DATE:



BUSINESS BLDG.

SCALE
1" = 10'

LEGEND

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: March 14, 2013
SUBJECT: Consideration of Approval of Contract with Dalke & Sons Construction, Inc.

RECOMMENDATION

It is recommended that the Board of Trustees approve a contract with Dalke & Sons Construction, Inc. for the Circuit A project at Crafton Hills College in the amount of \$141,480.00.

OVERVIEW

In order to prepare the infrastructure for the new Crafton Center, which is scheduled to start in the fall of 2013, the Circuit A project will include the abandonment and rerouting of existing electrical feeders and a telecom line. This work will require electrical shut downs and needs to be completed over the summer.

ANALYSIS

As part of the Uniform Construction Cost Accounting Program, the District maintains a pre-qualified list of contractors according to trade category for public works projects valued between \$45,000.00 and \$175,000.00. Informal bids were solicited from those qualified contractors and the lowest, most responsive bid was from Dalke & Sons Construction, Inc.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2012-13 Measure M budget.

Kitchell/BRJ/Seville

Project Memo

11711 Sand Canyon Road, Yucaipa, CA 92399

Ph: 909.435.4155 or 909.435.4154 - Fax: 909.389.7940

DATE: February 22, 2013

M CHC CIR A - No 001

TO: Charlie Ng
Vice Chancellor, Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Jerard Tourgoutian
Project Engineer
Kitchell/BRJ/Seville

RE: Crafton Hills College (CHC)
PROJECT #: Circuit A
Recommendation to Award CHC "Circuit A Project" Contract via UCCAP program

SCOPE:

Kitchell/BRJ/Seville recommendation to award the CHC "Circuit A Project" to "Dalke and Sons Construction, Inc." for the amount of \$141,480.00

NARRATIVE:

The CHC Circuit A project bid on February 22, 2013 at 2:00 PM. The bids were received and opened in direct accordance with the State of California Uniform Construction Cost Accounting Program procurement guidelines and the SBCCD guidelines. Three (3) plan holders submitted bids for the CHC Circuit A Project. The bid package of the three apparent low bidders were reviewed in detail by Kitchell/BRJ/Seville, see attached bid analysis and recommendation letter. Based on our review, the lowest responsible bidder is "Dalke & Sons Construction, Inc." from Riverside, California with a total bid amount of \$141,480.00, which is well within the original budget for the project.

RECOMMENDATION:

Kitchell/BRJ/Seville recommends that SBCCD award the CHC Circuit A Project to "Dalke & Sons Construction, Inc.", in the amount of \$141,480.00

BUDGET INFORMATION/FISCAL IMPACT:

New Crafton Center Project -- 8208

Info from Measure M Budget version 1/30/13

Project Original Budget Amount:	\$ 30,063,069.69
Project Current Spent to date:	\$ 3,057,026
Project Current Estimate to Complete:	\$ 27,006,043.12
Project Memo Forecast Cost:	\$ 141,480.00 - Construction Remodel
Project Change Amount:	\$ 0.00

Budget Line Item will be 6220.50 - Remodel Construction - Circuit A

<input checked="" type="radio"/> I concur with this recommendation	<i>Diana Johnson</i> 2/22/13
<input type="radio"/> I do not concur with this recommendation	Diana Johnson, Program Manager, Kitchell/BRJ/Seville

<input checked="" type="radio"/> I concur with this recommendation	<i>Charlie Ng</i> 2/22/13
<input type="radio"/> I do not concur with this recommendation	Charlie Ng, Vice Chancellor-Fiscal Services, SBCCD

Attachments: Kitchell/BRJ/Seville Circuit A Bid Analysis and Recommendation

Cc: Diana Johnson, Dan Rakers-- Kitchell/BRJ/Seville
File

KITCHELL/BRJ/SEVILLE

11711 Sand Canyon Road, Yucaipa, CA 92399

(909) 436-4154 - FAX (909) 794-8901

February 22, 2013

Charlie Ng
San Bernardino Community College District
114 S. Del Rosa Dr.,
San Bernardino, CA 92408

**RE: BID ANALYSIS AND RECOMMENDATION
CHC Circuit A Project**

Dear Mr. Ng:

Kitchell/BRJ/Seville is pleased to provide this analysis of the bid results for the Circuit A Project.

Bids were accepted until 2:00 PM on February 22, 2013. Upon closing of the bid period, the contractor proposals were opened at the Kitchell/BRJ/Seville site office located at 11711 Sand Canyon Road, Yucaipa, CA 92399. Three (3) plan holders submitted bids for Circuit A Project. The apparent low bidder was Dalke & Sons with a total bid amount of \$141,480.00.

Bid Analysis

The following items were considered in our bid analysis:

- I. Comparative Pricing
- II. Bond Review
- III. Company History
- IV. Bid Form Review
- V. Client Reference Check
- VI. Contractor License Check

I. Comparative Pricing

A.	Low bid	\$	141,480.00
B.	Average bid	\$	150,193.00
C.	High bid	\$	154,600.00
D.	Number of Bidders		Three (3)

II. Bond Review

- A. Ohio Casualty Insurance Company is the surety Dalke & Sons and is a surety company authorized to transact the business of insurance in the State of California.
- B. Contractor's License Board: All California contractors are required to file a bond or cash deposit with the State in the amount of \$12,500.

IV. Bid Form Review

See attached breakdown

V. Client Reference Check

Client references were reviewed

VI. Contractor License Check

A. see attached

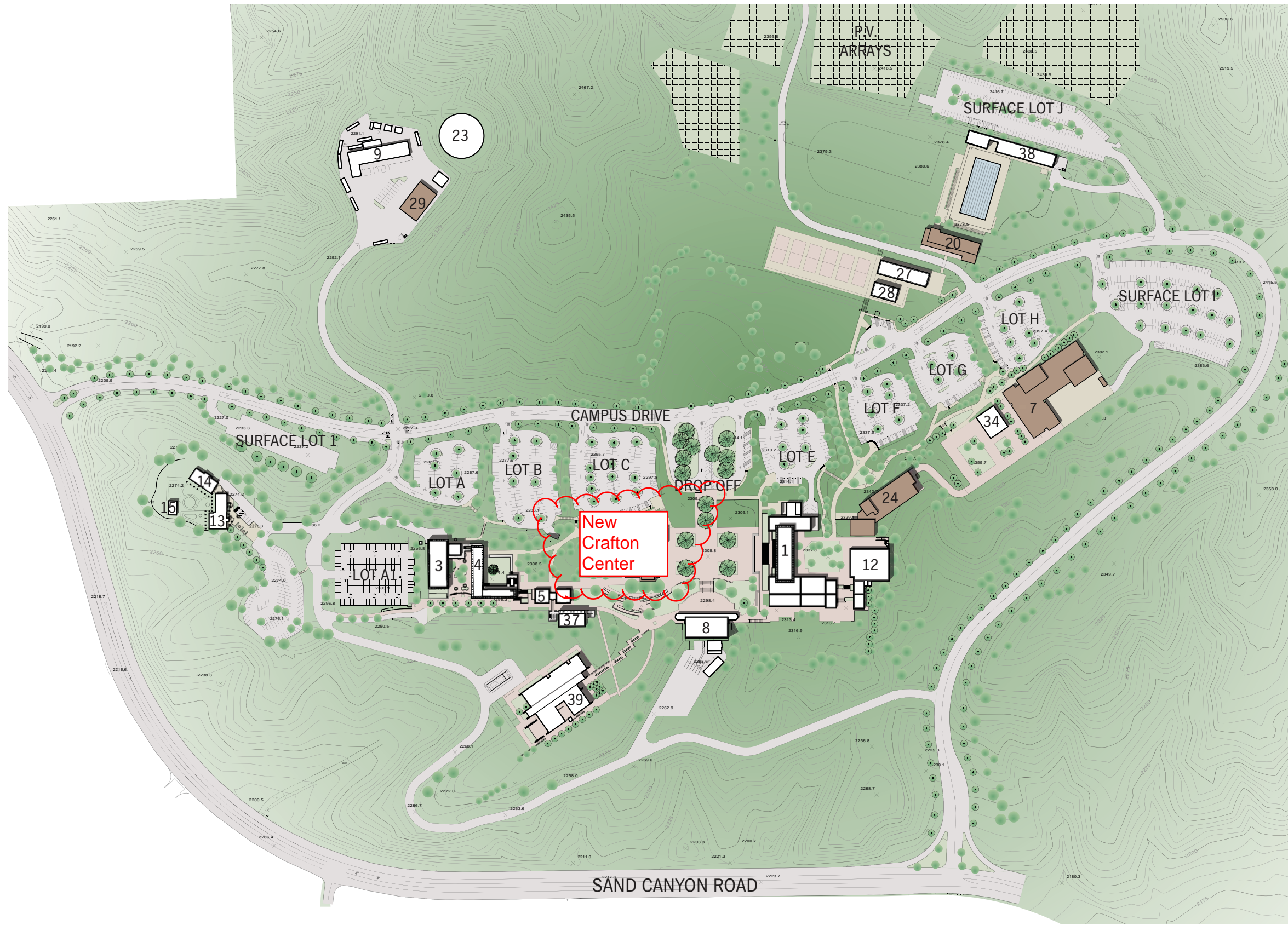
Based on the information available at this time, Kitchell/BRJ/Seville confirms this to be the apparent low bid proposal for this scope of work.

Sincerely,

Kitchell/BRJ/Seville

Jerard Tourgoutian
Project Engineer

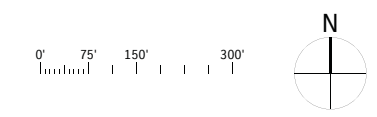
cc: Job File



- | NO. | BUILDING NAME |
|-----------|---|
| 1 | LAB/ADMIN |
| 2 | CRAFTON CENTER |
| 3 | CLASSROOM BUILDING 2 |
| 4 | STUDENT SERVICES A |
| 5 | CLASSROOM BUILDING 1 |
| 7 | OCCUPATIONAL ED 2 |
| 8 | PERFORMING ARTS CENTER |
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| 38 | AQUATIC CENTER |
| 39 | LEARNING RESOURCE CENTER |

* BOLD INDICATES NEW BUILDING

MASTER PLAN - HORIZON 1



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: March 14, 2013
SUBJECT: Consideration of Approval of Contract with RDM Electric Co., Inc.

RECOMMENDATION

It is recommended that the Board of Trustees approve a contract with RDM Electric Co., Inc. for Circuit C project at Crafton Hills College in the amount of \$65,700.00.

OVERVIEW

In order to prepare the infrastructure for the New Science Building, which is scheduled to start in the fall of 2013, the Circuit C project will include a reroute of the electrical feeder and telecom line currently located in the future building's footprint. This work will require electrical shut downs and needs to be completed over the summer.

ANALYSIS

As part of the Uniform Construction Cost Accounting Program, the District maintains a pre-qualified list of contractors according to trade category for public works projects valued between \$45,000.00 and \$175,000.00. Informal bids were solicited from those qualified contractors and the lowest, most responsive bid was from RDM Electric Co., Inc.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2012-13 Measure M budget.

Kitchell/BRJ/Seville

Project Memo

11711 Sand Canyon Road, Yucaipa, CA 92399

Ph: 909.436.4155 or 909.436.4164 - Fax: 909.389.7940

DATE: February 22, 2013

M CHC CIR C - No 001

TO: Charlie Ng
Vice Chancellor, Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Jerard Tourgoutian
Project Engineer
Kitchell/BRJ/Seville

RE: Crafton Hills College (CHC)
PROJECT #: Circuit C
Recommendation to Award CHC "Circuit C Project" Contract via UCCAP program

SCOPE:

Kitchell/BRJ/Seville recommendation to award the CHC "Circuit C Project" to "RDM Electric Co. Inc." for the amount of \$65,700.00

NARRATIVE:

The CHC Circuit C project bid on February 22, 2013 at 2:00 PM. The bids were received and opened in direct accordance with the State of California Uniform Construction Cost Accounting Program procurement guidelines and the SBCCD guidelines. Three (3) plan holders submitted bids for the CHC Circuit C Project. The bid package of the three apparent low bidders were reviewed in detail by Kitchell/BRJ/Seville, see attached bid analysis and recommendation letter. Based on our review, the lowest responsible bidder is "RDM Electric Co. Inc." from Chino, California with a total bid amount of \$65,700.00, which is well within the original budget for the project.

RECOMMENDATION:

Kitchell/BRJ/Seville recommends that SBCCD award the CHC Circuit C Project to "RDM Electric Co. Inc." in the amount of \$65,700.00

BUDGET INFORMATION/FISCAL IMPACT:

New Science Building Project - 6210

Info from Measure M Budget version 1/30/13

Project Original Budget Amount: \$ 25,675,949.20
Project Current Spent to date: \$ 1,969,214.56
Project Current Estimate to Complete: \$ 23,706,734.64
Project Memo Forecast Cost: \$ 65,700.00- will come from New Construction
Project Change Amount: \$ 0.00

Budget Line Item will be 6210.50 - New Construction - Circuit C

I concur with this recommendation
 I do not concur with this recommendation
Diana Johnson 2/22/13
Diana Johnson, Program Manager, Kitchell/BRJ/Seville

I concur with this recommendation
 I do not concur with this recommendation
Charlie Ng 2/22/13
Charlie Ng, Vice Chancellor, Fiscal Services, SBCCD

Attachments: Kitchell/BRJ/Seville Circuit C Bid Analysis and Recommendation

Cc: Diana Johnson, Dan Rakers - Kitchell/BRJ/Seville
File

Handwritten initials and date: JM 2/22/13

KITCHELL/BRJ/SEVILLE

11711 Sand Canyon Road, Yucaipa, CA 92399

(909) 435-4154 - FAX (909) 794-8901

February 22, 2013

Charlie Ng
San Bernardino Community College District
114 S. Del Rosa Dr.,
San Bernardino, CA 92408

**RE: BID ANALYSIS AND RECOMMENDATION
CHC Circuit C Project**

Dear Mr. Ng:

Kitchell/BRJ/Seville is pleased to provide this analysis of the bid results for the Circuit C Project.

Bids were accepted until 2:00 PM on February 22, 2013. Upon closing of the bid period, the contractor proposals were opened at the Kitchell/BRJ/Seville site office located at 11711 Sand Canyon Road, Yucaipa, CA 92399. Three (3) plan holders submitted bids for Circuit C Project. The apparent low bidder was RDM Electric with a total bid amount of \$65,700.00

Bid Analysis

The following items were considered in our bid analysis:

- I. Comparative Pricing
- II. Bond Review
- III. Company History
- IV. Bid Form Review
- V. Client Reference Check
- VI. Contractor License Check

I. Comparative Pricing

A. Low bid	\$	65,700.00
B. Average bid	\$	86,480.00
C. High bid	\$	93,600.00
D. Number of Bidders		Three (3)

II. Bond Review

- A. The Hanover Insurance Company is the surety for RMD Electric and is a surety company authorized to transact the business of insurance in the State of California.
- B. Contractor's License Board: All California contractors are required to file a bond or cash deposit with the State in the amount of \$12,500.

IV. Bid Form Review

See attached breakdown

V. Client Reference Check

Client references were reviewed

VI. Contractor License Check

A. see attached

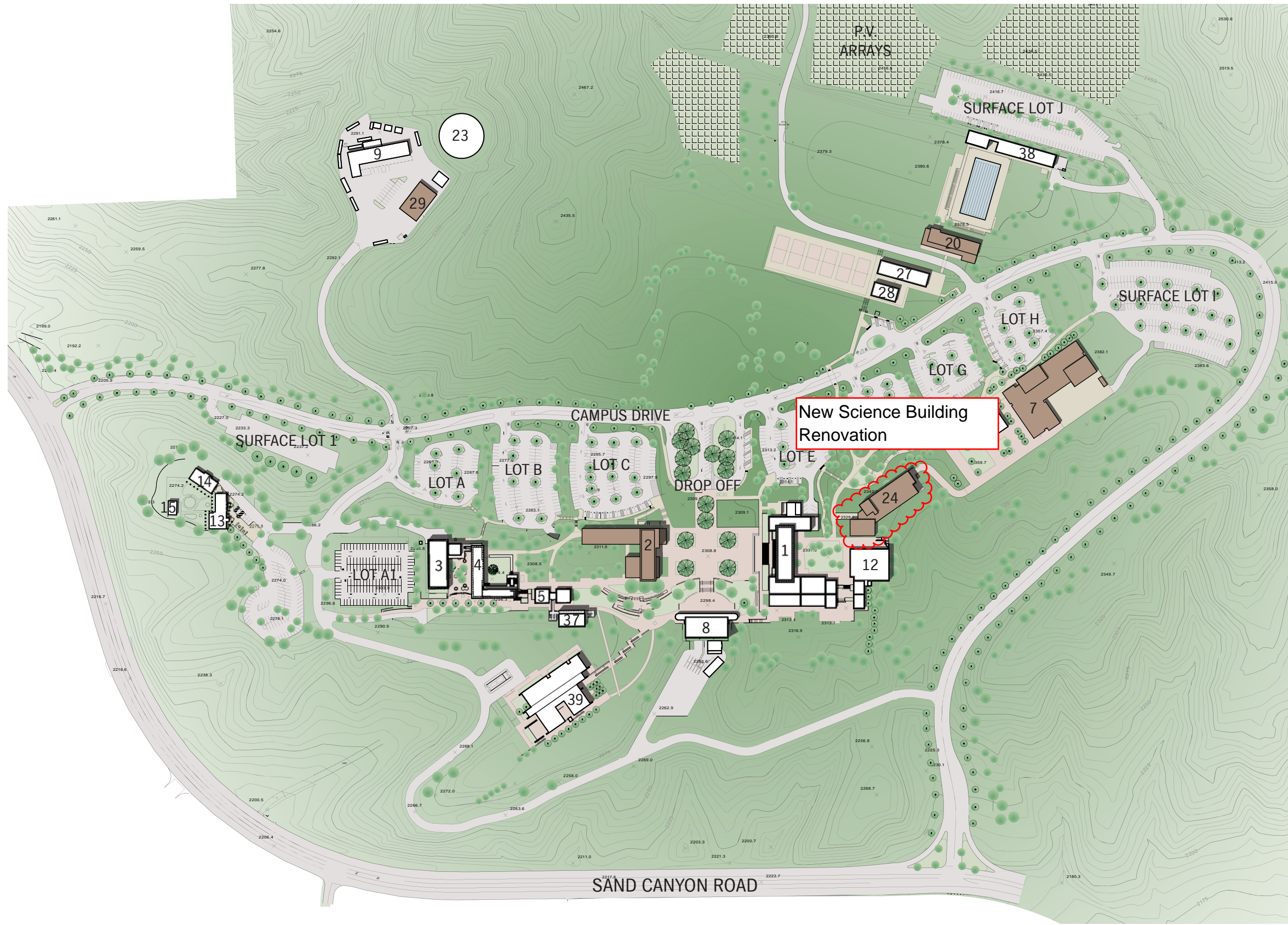
Based on the information available at this time, Kitchell/BRJ/Seville confirms this to be the apparent low bid proposal for this scope of work.

Sincerely,

Kitchell/BRJ/Seville

Jerard Tourgoutian
Project Engineer

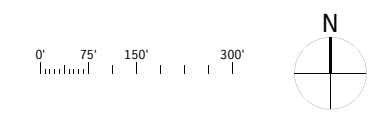
cc: Job File



- | NO. | BUILDING NAME |
|-----|---|
| 1 | LAB/ADMIN |
| 2 | CRAFTON CENTER |
| 3 | CLASSROOM BUILDING 2 |
| 4 | STUDENT SERVICES A |
| 5 | CLASSROOM BUILDING 1 |
| 7 | OCCUPATIONAL ED 2 |
| 8 | PERFORMING ARTS CENTER |
| 9 | MAINTENANCE & OPERATIONS |
| 12 | CHEMISTRY |
| 13 | CDC 1 |
| 14 | CDC 2 |
| 15 | CDC 3 |
| 20 | PHYS ED / ATHLETICS |
| 23 | WATER TANK |
| 24 | SCIENCE |
| 27 | SCIENCE MODULAR |
| 28 | MATH MODULAR |
| 29 | OFFICES (REPURPOSED BOOKSTORE MODULAR) |
| 34 | BOOKSTORE CLASSROOMS |
| 37 | STUDENT SERVICES B |
| 38 | AQUATIC CENTER |
| 39 | LEARNING RESOURCE CENTER |

* BOLD INDICATES NEW BUILDING

MASTER PLAN - HORIZON 1



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: March 14, 2013
SUBJECT: Consideration of Approval of Income Contract with Pepsi Beverages Company

RECOMMENDATION

It is recommended that the Board of Trustees approve an income contract with Pepsi Beverages Company for exclusive beverage rights and sponsorship of SBVC and CHC programs in the amount of \$287,500 plus commissions and rebates of approximately \$125,000.

OVERVIEW

The District consolidated beverage rights and sponsorships of campus programs in 2008 through a public RFP process resulting in an increase of \$165,000 in unrestricted revenue for the campuses. The current five-year income contract expires on March 31, 2013.

ANALYSIS

The District advertised RFP 2013-01 for exclusive beverage rights and sponsorship of campus programs. A committee of campus and district representatives evaluated the responses and recommended award to Pepsi Beverages Company. Pepsi Beverages Company's proposal offers an increase in considerations, commissions, and rebates to the District of approximately \$32,500 over the previous contract. The resulting five-year income contract provides additional student scholarships and unrestricted revenue while granting Pepsi Beverages Company exclusive sponsorship rights at SBVC and CHC.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Positive increase in 2012-13 through 2017-18 fiscal year budgets.

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: March 14, 2013
SUBJECT: Consideration of Approval of Board Directives for the 2013-14 Budget

RECOMMENDATION

It is recommended that the Board of Trustees approve the Board Directives for the 2013-14 Budget.

OVERVIEW

Our District's Administrative Procedure 6200, Budget Management, calls for the Board of Trustees to give initial direction concerning the distribution of resources. This includes setting the level of contingencies and other reserves, making any changes in the District's mission, and determining the amount of resources available in the District for allocation to the colleges.

ANALYSIS

Board Directives for the 2013-14 Budget are submitted for review and approval. These are initial directives which are based on early information and may change as we move forward in the budget development process.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The financial implications of this item are to be determined.



Board Directives for the 2013-14 Budget

- ◆ Balance the 2013-14 budget without the use of Fund Balance (Reserve) while maintaining a minimum Fund Balance level of 15%. (State minimum is 5%.)
- ◆ Allocate funding through the district resource allocation model to support SBVC and CHC as comprehensive community colleges.
- ◆ Increase student success and access.
- ◆ Identify new or reallocated funds for strategic initiatives.
- ◆ Maintain “selective hiring freeze” to provide strategic funding of priority needs.
- ◆ Reorganize and reallocate resources where possible to increase efficiency and improve services.
- ◆ Reduce expenditures that are not mission-critical.
- ◆ Invest in projects that enhance the efficiency of district and college operations.
- ◆ Continue the Measure M bond program based on facilities master plans.
- ◆ Continue to develop external funding streams including grants, scholarships, and fundraising.
- ◆ Maintain full funding for step and column increases.
- ◆ Maintain 50% law ratios in staffing plans.
- ◆ Honor collective bargaining agreements.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: March 14, 2013
SUBJECT: Consideration of Approval to Adopt Resolution in Support of a Latino Education and Advocacy Week in March 2013

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution in support of Latino Education and Advocacy Week the last week of March, 2013.

OVERVIEW

The State of California has declared the last week of March as statewide week of advocacy for Latino education.

ANALYSIS

The Assembly Concurrent Resolution was introduced by Assembly Member Wilma Armina Carter. The SBCCD endorses the resolution and applauds California State University, San Bernardino for its annual summit in support Latino education and advocacy.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- II. Learning Centered Institution for Student Access, Retention and Success

FINANCIAL IMPLICATIONS

None

**RESOLUTION
TO RECOGNIZE LATINO EDUCATION AND ADVOCACY WEEK
LAST WEEK OF MARCH 2013**

WHEREAS, the San Bernardino Community College District actively supports the State of California declaration of the last week of March of each year as Latino Education and Advocacy Week/Day, and

WHEREAS, the San Bernardino Community College District enrollment is 46% Hispanic, and both Crafton Hills College and San Bernardino Valley College have been designated Hispanic Serving Institutions by the U.S. Department of Education, and

WHEREAS, the San Bernardino Community College District was honored in 2010 by the Hispanic Association of Colleges and Universities (HACU) as a "Valued Partner" in recognition of the District's excellence in support of HACU's mission, and

WHEREAS, the mission of the San Bernardino Community College District (SBCCD) is to promote the discovery and application of knowledge, the acquisition of skills, and the development of intellect and character in a manner that prepares students to contribute effectively and ethically as citizens of a rapidly changing and increasingly technological world. This mission is achieved through the District's two colleges, the Professional Development Center and public broadcast system (KVCR TV-FM) by providing high quality, effective and accountable instructional programs and services, and

WHEREAS, Latino Education and Advocacy Week/Day focuses the benefits to the State of California and its residents from increasing the educational successes of the Latino population here, whether at the K-12 level, the community colleges or the undergraduate and graduate institutions throughout the state, and

WHEREAS, Latino Education and Advocacy Week/Day recognizes that this focus represents an opportunity to increase diversity, strengthen the tax, labor, consumption and investment pool, and increase ties with Mexico and Latin America,

THEREFORE, be it resolved that the Board of Trustees of the San Bernardino County Community College District endorses Assembly Concurrent Resolution No. 137 and applauds California State University, San Bernardino for its annual summit in support thereof.

ADOPTED this 14th day of March, 2013.

Bruce Baron, Chancellor and
Secretary to the 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: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville
DATE: March 14, 2013
SUBJECT: Summary of Bond Measure M Capital Improvement Program
Change Orders and Amendments for Construction Contracts

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

As an informational item to the San Bernardino Community College District Board of Trustees, this report is a summary of all construction change orders and amendments to date for projects at Crafton Hills and San Bernardino Valley Colleges, including those on today's Board agenda.

ANALYSIS

Current submitted construction contract amendments and change orders for currently awarded Measure M projects total \$104,670.00 which is 0.287% change of the overall project cost.

The analysis shows that construction contract change orders and amendments for currently awarded Measure M projects have been held to a minimal amount of \$1,501,936.25 which is only 4.11% of the project cost of \$36,517,897.45.

All change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project and of major benefit to the District are approved and implemented.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This item is for information only. There are no financial implications.

Measure M Projects
CHANGE SUMMARY by PROJECT
(Including any contract amendments and change orders on the 3/14/13 agenda)

March 14, 2013

CONTRACT AMENDMENTS

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 12,219,226.50	\$ 402,801.00	\$ -	\$ 12,622,027.50	3.30%
SBVC-San Bernardino Valley College	\$ 24,298,670.95	\$ 96,150.49	\$ -	\$ 24,394,821.44	0.40%
				\$ -	
TOTAL for CONTRACT AMENDMENTS	\$ 36,517,897.45	\$ 498,951.49	\$ -	\$ 37,016,848.94	1.37%

CHANGE ORDERS

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 12,622,027.50	\$ 585,801.76	\$ -	\$ 13,207,829.26	4.64%
SBVC-San Bernardino Valley College	\$ 24,394,821.44	\$ 312,513.00	\$ 104,670.00	\$ 24,812,004.44	1.71%
TOTAL for CHANGE ORDERS	\$ 37,016,848.94	\$ 898,314.76	\$ 104,670.00	\$ 38,019,833.70	2.71%

CHANGE SUMMARY by PROJECT

(Including any contract amendments and change orders on the 03/14/13 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PARKING LOT/ADA/LIGHTING IMPRVMENTS.	\$ 6,146,450.00	\$ 402,801.00	\$ -	\$ 296,344.00	\$ -	\$ 6,845,595.00	4.82%
MATH AND SCIENCE ANNEX	\$ 2,270,500.00	\$ -	\$ -	\$ 189,545.00	\$ -	\$ 2,460,045.00	8.35%
MPOE/DATA RELOCATION	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%
OLD LIBRARY DEMOLITION	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	0.00%
SOLAR FARM	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 2,762,678.76	0.00%
TOTAL	\$ 12,219,226.50	\$ 402,801.00	\$ -	\$ 585,801.76	\$ -	\$ 13,207,829.26	4.64%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
PAL PROJECT

March 14, 2013

(Including any contract amendments and change orders on the 03/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PAL-01: ASR Constructors, Inc.	\$ 3,058,000.00	\$ 402,801.00	\$ -	\$ 94,560.00		\$ 3,555,361.00	2.73%
PAL-02: Pierre Sprinkler & Landscape	\$ 569,450.00	\$ -	\$ -	\$ 36,260.00		\$ 605,710.00	6.37%
PAL-03: RDM Electric Company, Inc.	\$ 2,519,000.00	\$ -	\$ -	\$ 165,524.00		\$ 2,684,524.00	6.57%
TOTAL	\$ 6,146,450.00	\$ 402,801.00	\$ -	\$ 296,344.00	\$ -	\$ 6,845,595.00	4.82%

Crafton Hills College
CHANGE SUMMARY by PROJECT
M S ANNEX

March 14, 2013

(Including any contract amendments and change orders on the 03/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
MODS-01: Conengr Corporation	\$ 539,500.00	\$ -	\$ -	\$ 22,504.00	\$ -	\$ 562,004.00	4.17%
MODS-02: Global Modular, Inc.	\$ 1,731,000.00	\$ -	\$ -	\$ 167,041.00	\$ -	\$ 1,898,041.00	9.65%
TOTAL	\$ 2,270,500.00	\$ -	\$ -	\$ 189,545.00	\$ -	\$ 2,460,045.00	8.35%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
MPOE-DATA

March 14, 2013

(Including any contract amendments and change orders on the 03/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
MPOE/DATA-01: Shanks Electric Corporation	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%
TOTAL	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
LIBRARY DEMOLITION

March 14, 2013

(Including any contract amendments and change orders on the 03/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
LIBRARY DEMO-01:Miller Environmental, Inc.	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	0.00%
TOTAL	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	0.00%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
SOLAR FARM

March 14, 2013

(Including any contract amendments and change orders on the 03/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Rosendin Electric, Inc. ***	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 2,762,678.76	2.32%
TOTAL	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 2,762,678.76	2.32%

NO NEW CHANGE ORDERS

***NOTE: \$3,500,000 OF THIS CONTRACT WAS IN MEASURE P --- THE TOTAL BASE AMOUNT OF THE CONTRACT IS \$6,200,000.

San Bernardino Valley College
CHANGE SUMMARY by PROJECT

March 14, 2013

(Including any contract amendments and change orders on the 03/14/13 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Central Plant / Infrastructure	\$ 11,226,300.00	\$ 83,941.49	\$ -	\$ 214,613.00	\$ 125,172.00	\$ 11,650,026.49	3.00%
HVAC Cafeteria & Health Science	\$ 325,000.00	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	0.00%
Gym Demo	\$ 509,071.00	\$ -	\$ -	\$ (50,905.00)	\$ -	\$ 458,166.00	0.00%
Business Building Remodel	\$ 9,702,523.95	\$ 12,209.00	\$ -	\$ 148,805.00	\$ -	\$ 9,863,537.95	1.53%
Site Signage	\$ 2,535,776.00	\$ -	\$ -	\$ -	\$ (20,502.00)	\$ 2,515,274.00	0.00%
	\$ 24,298,670.95	\$ 96,150.49	\$ -	\$ 312,513.00	\$ 104,670.00	\$ 24,812,004.44	1.71%

NO NEW CHANGE ORDERS

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
CENTRAL PLANT

March 14, 2013

(Including any contract amendments and change orders on the 03/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>Infrastructure Sewer Improvements</i>							
Kirtley Construction dba TK Construction	\$ 348,300.00	\$ 83,941.49	\$ -	\$ 26,806.00	\$ -	\$ 459,047.49	6.20%
<i>Central Plant</i>							
Plumbing, Piping & Construction	\$ 10,878,000.00	\$ -	\$ -	\$ 187,807.00	\$ 125,172.00	\$ 11,190,979.00	2.88%
TOTAL	\$ 11,226,300.00	\$ 83,941.49	\$ -	\$ 214,613.00	\$ 125,172.00	\$ 11,650,026.49	3.00%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
HVAC

March 14, 2013

(Including any contract amendments and change orders on the 03/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
BP 1: Arrowhead Mechanical	\$ 183,000.00	\$ -	\$ -	\$ -	\$ -	\$ 183,000.00	0.00%
BP 2: Arrowhead Mechanical	\$ 142,000.00	\$ -	\$ -	\$ -	\$ -	\$ 142,000.00	0.00%
				\$ -			
TOTAL	\$ 325,000.00	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	0.00%

NO NEW CHANGE ORDERS

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
GYM DEMO

March 14, 2013

(Including any contract amendments and change orders on the 03/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
E. Avico, Inc.	\$ 253,071.00	\$ -	\$ -	\$ (15,000.00)	\$ -	\$ 238,071.00	-5.93%
JM Builders	\$ 256,000.00	\$ -	\$ -	\$ (35,905.00)	\$ -	\$ 220,095.00	-14.03%
				\$ -			
TOTAL	\$ 509,071.00	\$ -	\$ -	\$ (50,905.00)	\$ -	\$ 458,166.00	-10.00%

NO NEW CHANGE ORDERS

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: March 14, 2013
SUBJECT: Summary of Bond Measure P Capital Improvement Program
Change Orders and Amendments for Construction Contracts

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

As an informational item to the San Bernardino Community College District Board of Trustees, this report is a summary of all construction change orders and amendments to date for projects at Crafton Hills and San Bernardino Valley Colleges, including those on today's Board agenda.

ANALYSIS

Current submitted construction contract amendments and change orders for currently awarded Measure P projects total \$16,693.82 which is 0.016% change of the overall project cost.

The analysis shows that construction contract change orders and amendments for currently awarded Measure P projects have been held to a minimal amount of \$6,316,768.33 which is only 5.90% of the project cost of \$107,107,566.19.

All change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project and of major benefit to the District are approved and implemented.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This item is for information only. There are no financial implications.

Measure P Projects
CHANGE SUMMARY by PROJECT
 (Including any contract amendments and change orders on the 3/14/13 agenda)

March 14, 2013

CONTRACT AMENDMENTS

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 46,600,035.00	\$ 176,064.00	\$ -	\$ 46,776,099.00	0.38%
SBVC-San Bernardino Valley College	\$ 60,507,531.19	\$ 1,290,651.48	\$ -	\$ 61,798,182.67	2.13%
TOTAL for CONTRACT AMENDMENTS	\$ 107,107,566.19	\$ 1,466,715.48	\$ -	\$ 108,574,281.67	1.37%

CHANGE ORDERS

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 46,776,099.00	\$ 1,970,955.58	\$ 16,693.82	\$ 48,763,748.40	4.25%
SBVC-San Bernardino Valley College	\$ 61,798,182.67	\$ 2,862,403.45	\$ -	\$ 64,660,586.12	4.63%
TOTAL for CHANGE ORDERS	\$ 108,574,281.67	\$ 4,833,359.03	\$ 16,693.82	\$ 113,424,334.52	4.47%

CHANGE SUMMARY by PROJECT

(Including any contract amendments and change orders on the 3/14/13 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRASTRUCTURE PACKAGE #1	\$ 421,000.00	\$ -	\$ -	\$ (4,277.00)	\$ -	\$ 416,723.00	-1.02%
INFRASTRUCTURE PACKAGE #2/3/4	\$ 14,726,451.00	\$ (43,583.00)	\$ -	\$ 503,915.00	\$ -	\$ 15,186,783.00	3.43%
CRF / INFRA PKG #5	\$ 8,642,197.00	\$ 73,186.00	\$ -	\$ 503,483.33	\$ 16,693.82	\$ 9,235,560.15	5.97%
LEARNING RESOURCE CENTER	\$ 22,810,387.00	\$ 146,461.00	\$ -	\$ 967,834.25	\$ -	\$ 23,924,682.25	4.22%
TOTAL	\$ 46,600,035.00	\$ 176,064.00	\$ -	\$ 1,970,955.58	\$ 16,693.82	\$ 48,763,748.40	4.25%

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #1

March 14, 2013

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA1-01: Champion Electric	\$ 421,000.00			\$ (4,277.00)		\$ 416,723.00	-1.02%
TOTAL	\$ 421,000.00	\$ -	\$ -	\$ (4,277.00)	\$ -	\$ 416,723.00	-1.02%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE PACKAGE # 2/3/4

March 14, 2013

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA234-01: LD Anderson	\$ 1,145,147.00	\$ 43,847.00	\$ -	\$ 112,308.00	\$ -	\$ 1,301,302.00	9.45%
INFRA234-02: Coutts Heating & Cooling	\$ 5,677,000.00	\$ (141,161.00)	\$ -	\$ 756.00	\$ -	\$ 5,536,595.00	0.01%
INFRA234-03: Fischer, Inc.	\$ 1,491,000.00	\$ -	\$ -	\$ 97,153.00	\$ -	\$ 1,588,153.00	6.52%
INFRA234-04: RIS Electric	\$ 1,973,000.00	\$ 53,731.00	\$ -	\$ 202,493.00	\$ -	\$ 2,229,224.00	9.99%
INFRA234-05: Tidwell Concrete	\$ 2,289,804.00	\$ -	\$ -	\$ 27,142.00	\$ -	\$ 2,316,946.00	1.19%
INFRA234-06: Sierra Landscape	\$ 1,623,600.00	\$ -	\$ -	\$ 37,192.00	\$ -	\$ 1,660,792.00	2.29%
INFRA234-07: Inland Building Companies	\$ 526,900.00	\$ -	\$ -	\$ 26,871.00	\$ -	\$ 553,771.00	5.10%
TOTAL	\$ 14,726,451.00	\$ (43,583.00)	\$ -	\$ 503,915.00	\$ -	\$ 15,186,783.00	3.43%

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #2

March 14, 2013

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA2-01: LD Anderson	\$ 172,420.00					\$ 172,420.00	0.00%
INFRA2-02: Coutts Heating & Cooling	\$ 2,100,490.00					\$ 2,100,490.00	0.00%
INFRA2-03: Fischer, Inc.	\$ 501,000.00			\$ 2,412.00		\$ 503,412.00	0.48%
INFRA2-04: RIS Electric	\$ 438,000.00			\$ 47,127.00		\$ 485,127.00	10.76%
INFRA2-05: Tidwell Concrete	\$ 444,537.00					\$ 444,537.00	0.00%
INFRA2-06: Sierra Landscape	\$ 202,000.00					\$ 202,000.00	0.00%
INFRA2-07: Inland Building Companies	\$ 107,600.00					\$ 107,600.00	0.00%
TOTAL	\$ 3,966,047.00	\$ -	\$ -	\$ 49,539.00	\$ -	\$ 4,015,586.00	

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #3

March 14, 2013

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA3-01: LD Anderson	\$ 370,730.00	\$ 43,847.00		\$ 77,587.00		\$ 492,164.00	18.71%
INFRA3-02: Coutts Heating & Cooling	\$ 3,576,510.00	\$ (141,161.00)		\$ 756.00		\$ 3,436,105.00	0.02%
INFRA3-03: Fischer, Inc.	\$ 935,000.00			\$ 94,741.00		\$ 1,029,741.00	10.13%
INFRA3-04: RIS Electric	\$ 1,222,000.00	\$ 53,731.00		\$ 155,366.00		\$ 1,431,097.00	12.18%
INFRA3-05: Tidwell Concrete	\$ 252,979.00					\$ 252,979.00	0.00%
INFRA3-06: Sierra Landscape	\$ 1,131,000.00			\$ 5,612.00		\$ 1,136,612.00	0.50%
INFRA3-07: Inland Building Companies	\$ 45,200.00					\$ 45,200.00	0.00%
TOTAL	\$ 7,533,419.00	\$ (43,583.00)	\$ -	\$ 334,062.00	\$ -	\$ 7,823,898.00	

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #4

March 14, 2013

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA4-01: LD Anderson	\$ 558,150.00			\$ 34,721.00		\$ 592,871.00	6.22%
INFRA4-03: Fischer, Inc.	\$ 55,000.00					\$ 55,000.00	0.00%
INFRA4-04: RIS Electric	\$ 313,000.00					\$ 313,000.00	0.00%
INFRA4-05: Tidwell Concrete	\$ 1,592,289.00			\$ 27,142.00		\$ 1,619,431.00	1.70%
INFRA4-06: Sierra Landscape	\$ 290,600.00			\$ 31,580.00		\$ 322,180.00	10.87%
INFRA4-07: Inland Building Companies	\$ 374,100.00			\$ 26,871.00		\$ 400,971.00	7.18%
TOTAL	\$ 3,183,139.00	\$ -	\$ -	\$ 120,314.00	\$ -	\$ 3,303,453.00	

NO NEW CHANGE ORDERS

Crafton Hills College
CHANGE SUMMARY by PROJECT
CRF / INFRA PKG # 5

March 14, 2013

(including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
CCRF-02: Crew, Inc.	\$ 732,000.00	\$ -	\$ -	\$ 43,601.00	\$ -	\$ 775,601.00	5.96%
CCRF-03: Calcoast Concrete Const., Inc.	\$ 1,070,815.00	\$ -	\$ -	\$ 9,311.00	\$ -	\$ 1,080,126.00	0.87%
CCRF-04: Nuway, Inc.	\$ 803,860.00	\$ -	\$ -	\$ 58,172.00	\$ -	\$ 862,032.00	7.24%
CCRF-05: ACSS	\$ 575,099.00	\$ -	\$ -	\$ 57,280.00	\$ -	\$ 632,379.00	9.96%
CCRF-06: Bell Roof Company, Inc.	\$ 152,400.00	\$ -	\$ -	\$ 10,188.00	\$ -	\$ 162,588.00	6.69%
CCRF-07: E J Enterprises	\$ 118,055.00	\$ 25,696.00	\$ -	\$ 11,594.00	\$ -	\$ 155,345.00	8.07%
CCRF-08: West Coast Painting & Drywall	\$ 32,331.00	\$ -	\$ -	\$ -	\$ -	\$ 32,331.00	0.00%
CCRF-09: J. Kel Painting & Wallcovering, Inc.	\$ 63,020.00	\$ -	\$ -	\$ (5,548.00)	\$ -	\$ 57,472.00	-8.80%
CCRF-10: Lawrence W. Rosine Co.	\$ 19,990.00	\$ -	\$ -	\$ (10,000.00)	\$ -	\$ 9,990.00	-50.03%
CCRF-11: Inland Building Const. Comp., Inc.	\$ 22,780.00	\$ -	\$ -	\$ -	\$ -	\$ 22,780.00	0.00%
CCRF-12: Inland Building Const. Comp., Inc.	\$ 248,000.00	\$ -	\$ -	\$ -	\$ -	\$ 248,000.00	0.00%
CCRF-13: J.M. Farnan Co., Inc.	\$ 860,000.00	\$ 45,246.00	\$ -	\$ 75,614.00	\$ -	\$ 980,860.00	8.35%
CCRF-14: Arrowhead Mechanical., Inc.	\$ 112,500.00	\$ -	\$ -	\$ 7,194.00	\$ -	\$ 119,694.00	6.39%
CCRF-15: Champion Electric, Inc.	\$ 749,000.00	\$ -	\$ -	\$ 45,275.00	\$ -	\$ 794,275.00	6.04%
CCRF-16: America West Landscape, Inc.	\$ 604,980.00	\$ -	\$ -	\$ 16,610.00	\$ -	\$ 621,590.00	2.75%
CCRF-17: Condor, Inc.	\$ 1,148,300.00	\$ -	\$ -	\$ 97,968.00	\$ -	\$ 1,246,268.00	8.53%
CCRF-18: RVH Constructors, Inc.	\$ 482,235.00	\$ -	\$ -	\$ 47,044.00	\$ -	\$ 529,279.00	9.76%
INFRA5-19: RIS Electric	\$ 151,300.00	\$ -	\$ -	\$ 5,029.00	\$ -	\$ 156,329.00	3.32%
Knorr Systems	\$ 168,416.00	\$ -	\$ -	\$ 6,058.00	\$ -	\$ 174,474.00	3.60%
Larry Jacinto Construction	\$ 29,116.00	\$ 2,244.00	\$ -	\$ -	\$ -	\$ 31,360.00	0.00%
Riverside Construction (CRF Leed Solar Panels)	\$ 498,000.00	\$ -	\$ -	\$ 28,093.33	\$ 16,693.82	\$ 542,787.15	8.99%
TOTAL	\$ 8,642,197.00	\$ 73,186.00	\$ -	\$ 503,483.33	\$ 16,693.82	\$ 9,235,560.15	5.97%

Crafton Hills College
CHANGE SUMMARY by PROJECT
INFRASTRUCTURE #5/CRF SITE PREP

March 14, 2013

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
INFRA5-19: RIS Electric	\$ 151,300.00			\$ 5,029.00		\$ 156,329.00	
INFRA5-02: Crew, Inc.	\$ 380,250.00			\$ 6,058.00		\$ 386,308.00	
INFRA5-03: Calcoast Concrete Const., Inc.	\$ 386,382.00					\$ 386,382.00	
INFRA5-13: J.M. Farnan Co., Inc.	\$ 425,000.00	\$ 18,480.00		\$ 5,468.00		\$ 448,948.00	
INFRA5-16: America West Landscape, Inc.	\$ 37,581.00			\$ 21,238.00		\$ 58,819.00	
TOTAL	\$ 1,380,513.00	\$ 18,480.00	\$ -	\$ 37,793.00	\$ -	\$ 1,436,786.00	

NO NEW CHANGE ORDERS

**CHANGE SUMMARY by PROJECT
COMMUNITY RECREATION FACILITY**

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
CCRF-02: Crew, Inc.	\$ 351,750.00			\$ 37,543.00		\$ 389,293.00	10.67%
CCRF-03: Calcoast Concrete Const., Inc.	\$ 684,433.00			\$ 9,311.00		\$ 693,744.00	1.36%
CCRF-04: Nuway, Inc.	\$ 803,860.00			\$ 58,172.00		\$ 862,032.00	7.24%
CCRF-05: ACSS	\$ 575,099.00			\$ 57,280.00		\$ 632,379.00	9.96%
CCRF-06: Bell Roof Company, Inc.	\$ 152,400.00			\$ 10,188.00		\$ 162,588.00	6.69%
CCRF-07: E J Enterprises	\$ 118,055.00	\$ 25,696.00		\$ 11,594.00		\$ 155,345.00	8.07%
CCRF-08: West Coast Painting & Drywall	\$ 32,331.00					\$ 32,331.00	0.00%
CCRF-09: J. Kel Painting & Wallcovering, Inc.	\$ 63,020.00			\$ (5,548.00)		\$ 57,472.00	-8.80%
CCRF-10: Lawrence W. Rosine Co.	\$ 19,990.00			\$ (10,000.00)		\$ 9,990.00	-50.03%
CCRF-11: Inland Building Const. Comp., Inc.	\$ 22,780.00					\$ 22,780.00	0.00%
CCRF-12: Inland Building Const. Comp., Inc.	\$ 248,000.00					\$ 248,000.00	0.00%
CCRF-13: J.M. Farnan Co., Inc.	\$ 435,000.00	\$ 26,766.00		\$ 70,146.00		\$ 531,912.00	15.19%
CCRF-14: Arrowhead Mechanical., Inc.	\$ 112,500.00			\$ 7,194.00		\$ 119,694.00	6.39%
CCRF-15: Champion Electric, Inc.	\$ 749,000.00			\$ 45,275.00		\$ 794,275.00	6.04%
CCRF-16: America West Landscape, Inc.	\$ 567,399.00			\$ (4,628.00)		\$ 562,771.00	-0.82%
CCRF-17: Condor, Inc.	\$ 1,148,300.00			\$ 97,968.00		\$ 1,246,268.00	8.53%
CCRF-18: RVH Constructors, Inc.	\$ 482,235.00			\$ 47,044.00		\$ 529,279.00	9.76%
Knorr Systems	\$ 168,416.00					\$ 168,416.00	0.00%
Larry Jacinto Construction	\$ 29,116.00	\$ 2,244.00	\$ -		\$ -	\$ 31,360.00	0.00%
Riverside Construction (CRF Leed Solar Panels)	\$ 498,000.00	\$ -	\$ -	\$ 28,093.33	\$ 16,693.82	\$ 542,787.15	8.99%
TOTAL	\$ 7,261,684.00	\$ 54,706.00	\$ -	\$ 459,632.33	\$ 16,693.82	\$ 7,792,716.15	

**CHANGE SUMMARY by PROJECT
LEARNING RESOURCE CENTER**

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
CLRC-02: Precision Concrete	\$ 3,274,700.00	\$ (23,439.00)	\$ -	\$ 56,188.00		\$ 3,307,449.00	1.73%
CLRC-03: Mid State Precast	\$ 1,371,000.00			\$ 15,569.00		\$ 1,386,569.00	1.14%
CLRC-04: Anderson Charnesky	\$ 3,421,300.00	\$ 23,439.00	\$ -	\$ 133,356.00		\$ 3,578,095.00	3.87%
CLRC-05: Lozano Caseworks, Inc.	\$ 509,300.00			\$ 6,333.00		\$ 515,633.00	1.24%
CLRC-06: Western Bay Sheet Metal	\$ 1,349,000.00			\$ 69,176.00		\$ 1,418,176.00	5.13%
CLRC-07: RGSLA	\$ 236,252.00			\$ 16,659.00		\$ 252,911.00	7.05%
CLRC-08: E J Enterprises	\$ 293,175.00			\$ 8,988.00		\$ 302,163.00	3.07%
CLRC-09: Padua Glass Enterprise, Inc.	\$ 1,940,700.00			\$ 51,808.25		\$ 1,992,508.25	2.67%
CLRC-10: Caston Plastering & Drywall	\$ 1,415,585.00			\$ 79,318.00		\$ 1,494,903.00	5.60%
CLRC-11: Mike's Custom Flooring	\$ 248,200.00			\$ 11,963.00		\$ 260,163.00	4.82%
CLRC-12: Southcoast Acoustical Inters.	\$ 461,350.00			\$ 16,929.00		\$ 478,279.00	3.67%
CLRC-13: Prime Painting Con.	\$ 192,000.00	\$ 5,300.00	\$ -	\$ 26,192.00		\$ 223,492.00	13.28%
CLRC-14: Inland Pacific Tile, Inc.	\$ 282,000.00			\$ 2,402.00		\$ 284,402.00	0.85%
CLRC-15: RVH Construction	\$ 731,000.00			\$ 13,171.00		\$ 744,171.00	1.80%
CLRC-16: Daart Engineering Company	\$ 268,031.00					\$ 268,031.00	0.00%
CLRC-17: Pro-Craft Plumbing Co., Inc	\$ 515,515.00			\$ 47,307.00		\$ 562,822.00	9.18%
CLRC-18: Coutts Heating & Cooling	\$ 2,037,000.00	\$ 141,161.00		\$ 105,122.00		\$ 2,283,283.00	4.83%
CLRC-19: Shanks Electric Corporation	\$ 2,850,000.00			\$ 258,315.00		\$ 3,108,315.00	9.06%
CLRC-20: Marina Landscaping	\$ 247,300.00					\$ 247,300.00	0.00%
CLRC-21: Inland Building Companies	\$ 648,000.00			\$ 42,823.00		\$ 690,823.00	6.61%
CLRC-22: AVDB Group	\$ 518,979.00			\$ 6,215.00		\$ 525,194.00	1.20%
TOTAL	\$ 22,810,387.00	\$ 146,461.00	\$ -	\$ 967,834.25	\$ -	\$ 23,924,682.25	4.22%

CHANGE SUMMARY by PROJECT

(Including any contract amendments and change orders on the 3/14/13 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
North Hall Replacement	\$ 18,197,653.00	\$ 338,163.48	\$ -	\$ 969,563.00	\$ -	\$ 19,505,379.48	5.23%
Maintenance and Operations	\$ 4,041,000.00	\$ 471,180.00	\$ -	\$ 75,319.00	\$ -	\$ 4,587,499.00	1.67%
Media / Communications	\$ 11,389,074.00	\$ 75,667.00	\$ -	\$ 629,951.80	\$ -	\$ 12,094,692.80	5.49%
Chemistry / Science	\$ 25,831,837.19	\$ 405,641.00	\$ -	\$ 1,161,582.65	\$ -	\$ 27,399,060.84	4.43%
Student Health Services	\$ 1,047,967.00	\$ -	\$ -	\$ 25,987.00	\$ -	\$ 1,073,954.00	2.48%
TOTAL	\$ 60,507,531.19	\$ 1,290,651.48	\$ -	\$ 2,862,403.45	\$ -	\$ 64,660,586.12	4.63%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
NORTH HALL

March 14, 2013

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
#2 - Mountain Movers Engr. Const.	\$ 173,900.00	\$ 13,000.00		\$ 17,012.00		\$ 203,912.00	9.10%
#3 - Devries Construction	\$ 2,434,395.00	\$ 46,410.00		\$ 221,664.00		\$ 2,702,469.00	8.94%
#4 - Blazing Industrial Steel	\$ 4,105,282.00			\$ 107,639.00		\$ 4,212,921.00	2.62%
#5 - Stolo Cabinets	\$ 99,000.00			\$ 5,543.00		\$ 104,543.00	5.60%
#6 - Best Contracting Services	\$ 372,835.00			\$ 30,395.00		\$ 403,230.00	8.15%
#7 - Bell Roof Company	\$ 198,000.00			\$ 19,723.00		\$ 217,723.00	9.96%
#8 - Montgomery Hardware	\$ 411,740.00			\$ 5,985.00		\$ 417,725.00	1.45%
#9 - Queen City Glass Co.	\$ 454,994.00			\$ 9,785.00		\$ 464,779.00	2.15%
#10 - Caston Plastering & Drywall	\$ 1,945,585.00			\$ 22,476.00		\$ 1,968,061.00	1.16%
#11 - New Image Commercial Flooring	\$ 80,000.00	\$ 8,550.00		\$ 7,773.00		\$ 96,323.00	8.78%
#12 - Southcoast Acoustical Interiors	\$ 287,100.00	\$ 27,758.00		\$ 22,820.00		\$ 337,678.00	7.25%
#13 - J. Kel Painting & Wallcovering	\$ 142,755.00			\$ 6,982.00		\$ 149,737.00	4.89%
#14 - Inland Building Companies	\$ 1,264,000.00			\$ 8,370.00		\$ 1,272,370.00	0.66%
#15 - Inland Building Companies	\$ 293,300.00			\$ 12,841.00		\$ 306,141.00	4.38%
#16 - Daart Engineering Co.	\$ 208,535.00			\$ 1,902.00		\$ 210,437.00	0.91%
#17 - Pro Tec Mechanical	\$ 763,288.00	\$ 134,797.48		\$ 18,284.00		\$ 916,369.48	2.04%
#18 - Arrowhead Mechanical	\$ 1,247,000.00			\$ 104,978.00		\$ 1,351,978.00	8.42%
#19 - BEC Inc.	\$ 2,125,000.00	\$ 42,892.00		\$ 312,106.00		\$ 2,479,998.00	14.40%
#20 - Sierra Landscape	\$ 185,900.00	\$ 64,756.00		\$ 7,487.00		\$ 258,143.00	2.99%
AV - Spinitar	\$ 1,399,294.00			\$ 25,798.00		\$ 1,425,092.00	1.84%
Misc Bid Package - RVH Contractors	\$ 5,750.00					\$ 5,750.00	0.00%
TOTAL	\$ 18,197,653.00	\$ 338,163.48	\$ -	\$ 969,563.00	\$ -	\$ 19,505,379.48	5.23%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
MAINTENANCE and OPERATIONS
 (Including any contract amendments and change orders on the 3/14/13 agenda)

March 14, 2013

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Maintenance & Operations Building:							
#1 - Oakview Construction - Site	\$ 924,000.00	\$ 254,272.00		\$ 14,809.00		\$ 1,193,081.00	1.26%
#2 - Oakview Construction - Building	\$ 1,832,000.00	\$ 198,575.00		\$ 18,056.00		\$ 2,048,631.00	0.89%
Custodial Building:							
#1 - Lee & Stires	\$ 370,000.00	\$ 18,333.00		\$ 49,855.00		\$ 438,188.00	12.84%
#2 - Klasic Engineering & Const., Inc.	\$ 915,000.00			\$ (7,401.00)		\$ 907,599.00	-0.81%
TOTAL	\$ 4,041,000.00	\$ 471,180.00	\$ -	\$ 75,319.00	\$ -	\$ 4,587,499.00	1.67%

NO NEW CHANGE ORDERS

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
MEDIA / COMM

March 14, 2013

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
#2 - Mountain Movers Engr. Const.	\$ 374,899.00	\$ 30,429.00		\$ 18,495.00		\$ 423,823.00	4.56%
#3 - RC Construction Services	\$ 1,129,000.00	\$ 8,373.00		\$ (1,053.00)		\$ 1,136,320.00	-0.09%
#4 - KCB Towers	\$ 1,363,340.00	\$ 7,039.00		\$ 7,811.00		\$ 1,378,190.00	0.57%
#5 - K&Z Cabinets	\$ 24,520.00			\$ 575.00		\$ 25,095.00	2.35%
#6 - RB Sheet Metal	\$ 280,000.00			\$ 4,651.50		\$ 284,651.50	1.66%
#7 - Bell Roof Co.	\$ 283,673.00			\$ (18,712.00)		\$ 264,961.00	-6.60%
#8 - Montgomery Hardware	\$ 217,700.00			\$ 21,653.00		\$ 239,353.00	9.95%
#9 - Roy E. Whitehead	\$ 329,675.00			\$ 25,876.30		\$ 355,551.30	7.85%
#10 - Sierra Lathing Co.	\$ 820,000.00			\$ 68,755.00		\$ 888,755.00	8.38%
#11 - Pro Spectra	\$ 119,850.00			\$ 1,098.00		\$ 120,948.00	0.92%
#12 - Southcoast Acoustical Interiors	\$ 45,500.00			\$ 393.00		\$ 45,893.00	0.86%
#13 - Alonso Painting	\$ 59,000.00			\$ 493.00		\$ 59,493.00	0.84%
#14 - RVH Constructors	\$ 212,700.00			\$ 8,339.00		\$ 221,039.00	3.92%
#16 - J.G. Tate Fire Protection	\$ 151,111.00			\$ 1,357.00		\$ 152,468.00	0.90%
#17 - Pro-Tech Mechanical	\$ 422,925.00	\$ 19,125.00		\$ 14,111.00		\$ 456,161.00	3.19%
#18 - West Tech Mechanical	\$ 1,000,000.00			\$ 85,555.00		\$ 1,085,555.00	8.56%
#19 - Daniels Electrical Construction	\$ 1,283,000.00	\$ 9,073.00		\$ 126,472.00		\$ 1,418,545.00	9.79%
#20 - America West Landscape	\$ 182,505.00	\$ 1,628.00		\$ 45.00		\$ 184,178.00	0.02%
#21 - Capstone Construction Co.	\$ 300,570.00					\$ 300,570.00	0.00%
#22 - TV Magic Inc.	\$ 2,006,894.00			\$ 200,510.00		\$ 2,207,404.00	9.99%
CT - WTS Western Tech Services / Vislink	\$ 774,384.00			\$ 63,527.00		\$ 837,911.00	8.20%
Misc Bid Package - RVH Contractors	\$ 7,828.00					\$ 7,828.00	0.00%
TOTAL	\$ 11,389,074.00	\$ 75,667.00	\$ -	\$ 629,951.80	\$ -	\$ 12,094,692.80	5.49%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
CHEMISTRY / SCIENCE

March 14, 2013

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
#1A - Environmental Const. Group	\$ 96,900.00	\$ 28,740.00				\$ 125,640.00	0.00%
#1B - Ampco Contracting	\$ 410,000.00	\$ 18,890.00		\$ 9,005.00		\$ 437,895.00	2.10%
#2 - Crew Inc.	\$ 1,745,000.00	\$ 8,719.00		\$ 4,347.00		\$ 1,758,066.00	0.25%
#3 - RC Construction	\$ 2,409,000.00	\$ 35,244.00		\$ 123,152.00		\$ 2,567,396.00	5.04%
#4 - ACSS, Inc.	\$ 3,398,000.00			\$ 147,403.00		\$ 3,545,403.00	4.34%
#5 - Advanced Lab Concepts	\$ 1,130,171.00			\$ 8,691.00		\$ 1,138,862.00	0.77%
#6 - Crowner Sheet Metal	\$ 386,300.00			\$ (4,816.00)		\$ 381,484.00	-1.25%
#7 - Stone Roofing Co.	\$ 251,600.00			\$ 17,127.00		\$ 268,727.00	6.81%
#8 - Montgomery Hardware	\$ 293,970.00			\$ 6,118.00		\$ 300,088.00	2.08%
#9 - Perfection Glass	\$ 443,600.00			\$ 5,520.00		\$ 449,120.00	1.24%
#10 - Caston Plastering & Drywall	\$ 1,985,585.00	\$ 1,705.00		\$ (78,429.00)		\$ 1,908,861.00	-3.95%
#11 - Empire Floor Covering	\$ 305,750.00					\$ 305,750.00	0.00%
#12 - Southcoast Acoustical Interiors	\$ 336,870.00			\$ 9,057.00		\$ 345,927.00	2.69%
#13 - Prime Painting Contractors	\$ 143,750.00			\$ (91.00)		\$ 143,659.00	-0.06%
#14 - Inland Building Construction	\$ 683,000.00			\$ 6,175.00		\$ 689,175.00	0.90%
#15 - RVH Constructors	\$ 311,000.00			\$ 77,500.00		\$ 388,500.00	24.92%
#16 - Fisher, Inc.	\$ 199,000.00			\$ 1,915.00		\$ 200,915.00	0.96%
#17 - Fisher, Inc.	\$ 1,546,235.00	\$ 53,704.00		\$ 41,548.00		\$ 1,641,487.00	2.60%
#18 - Coutts Heating & Cooling	\$ 3,347,000.00	\$ 11,979.00		\$ 224,337.00		\$ 3,583,316.00	6.68%
#19 - RDM Electrical	\$ 2,311,800.00	\$ 91,534.00		\$ 227,213.00		\$ 2,630,547.00	9.45%
#20 - Marina Landscaping	\$ 299,000.00	\$ 6,078.00		\$ 28,466.00		\$ 333,544.00	9.33%
#21A - Miller Environmental	\$ 381,000.00			\$ (33,000.00)		\$ 348,000.00	-8.66%
#21B - AMPCO Contracting	\$ 364,000.00					\$ 364,000.00	0.00%
Western Audio Visual	\$ 818,310.19			\$ (53,090.69)		\$ 765,219.50	-6.49%
Misc Bid Package - RVH Contractors	\$ 61,422.00					\$ 61,422.00	0.00%
Nature Tech	\$ 59,537.00					\$ 59,537.00	0.00%
American Wrecking	\$ 354,770.00			\$ (10,880.78)		\$ 343,889.22	-3.07%
Graebel Relocation Services	\$ 23,974.00					\$ 23,974.00	0.00%
Mobile Modular-Lease	\$ 447,319.00			\$ 123,849.69		\$ 571,168.69	27.69%
Silvercreek Industries-Purchase	\$ 163,974.00			\$ 35,150.43		\$ 199,124.43	21.44%
Fast-Track Construction	\$ 828,000.00	\$ 138,246.00		\$ 245,316.00		\$ 1,211,562.00	25.39%
Bon Air, Inc.	\$ 296,000.00	\$ 10,802.00				\$ 306,802.00	0.00%
TOTAL	\$ 25,831,837.19	\$ 405,641.00	\$ -	\$ 1,161,582.65	\$ -	\$ 27,399,060.84	4.43%

KITCHELL/BRJ

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
STUDENT HEALTH SERVICES

March 14, 2013

(Including any contract amendments and change orders on the 3/14/13 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PCN3	\$ 338,000.00			\$ 19,282.00		\$ 357,282.00	5.70%
Modular Structures Int'l, Inc.	\$ 709,967.00			\$ 6,705.00		\$ 716,672.00	0.94%
TOTAL	\$ 1,047,967.00	\$ -	\$ -	\$ 25,987.00	\$ -	\$ 1,073,954.00	2.48%

NO NEW CHANGE ORDERS

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: March 14, 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 March 1, 2013. It reflects summary information for all District funds, grouped by category within each fund.

As of March 1, the District was 58.6% through the fiscal year and had spent and encumbered about 58.0% of its budgeted general funds. These figures indicate the District's spending is in line with its budget.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications.



Budget Revenue & Expenditure Summary Year to Date 3/1/13

Revenues by Fund	Budget	YTD Revenues	% Received	% of Year
01 General Fund*	90,842,732	38,848,205	42.8	58.6
21 Bond Interest & Redemption	13,755,000	752,439	5.5	58.6
41 Capital Outlay Projects Fund	686,215	484,599	70.6	58.6
42 Bond Construction Fund	200,000	199,788	99.9	58.6
68 Retiree Benefit Fund	763,000	758,039	99.3	58.6
69 Employee Load Banking Trust Fund	450	180	40.0	58.6
72 Child Development Fund	2,247,010	1,220,176	54.3	58.6
73 Student Body Center Fee Fund	211,800	173,106	81.7	58.6
74 KVCR Fund	8,266,240	4,851,456	58.7	58.6
78 Self Insurance-Liability Fund	753,000	752,245	99.9	58.6
84 Workers Compensation Fund*	1,260,000	368,947	29.3	58.6

Expenses by Fund	Budget	YTD Expenses & Encumbrances	% Expensed & Encumbered	% of Year
01 General Fund*	97,285,667	56,445,644	58.0	58.6
21 Bond Interest & Redemption	24,670,888	0	0.0	58.6
41 Capital Outlay Projects Fund	10,180,475	1,835,003	18.0	58.6
42 Bond Construction Fund	67,389,023	35,178,814	52.2	58.6
68 Retiree Benefit Fund	2,411,699	1,258,540	52.2	58.6
69 Employee Load Banking Trust Fund	450	0	0.0	58.6
72 Child Development Fund*	2,444,369	1,288,871	52.7	58.6
73 Student Body Center Fee Fund	284,725	146,153	51.3	58.6
74 KVCR Fund	8,385,988	4,750,294	56.6	58.6
78 Self Insurance-Liability Fund	795,000	545,387	68.6	58.6
84 Workers Compensation Fund*	1,397,000	629,536	45.1	58.6

*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	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	525,230.55	525,230.55	40.6	0.00	766,753.45	59.3
8800.00 LOCAL REVENUES	834,509.96	601,882.69	601,882.69	72.1	0.00	232,627.27	27.8
TOTAL: 8000	2,171,993.96	1,129,093.24	1,129,093.24	51.9	0.00	1,042,900.72	48.0
1100.00 CONTRACT CLASSROOM INST.	10,450,801.35	5,986,903.30	5,986,903.30	57.2	0.00	4,463,898.05	42.7
1200.00 CONTRACT CERT. ADMINI STRATORS	3,128,232.00	1,811,093.97	1,811,093.97	57.8	0.00	1,317,138.03	42.1
1300.00 INSTRUCTORS DAY/HOURLY	5,300,132.00	3,121,995.75	3,121,995.75	58.9	0.00	2,178,136.25	41.0
1400.00 NON-INSTRUCTION HOURLY CERT.	493,601.88	213,246.62	213,246.62	43.2	0.00	280,355.26	56.7
TOTAL: 1000	19,372,767.23	11,133,239.64	11,133,239.64	57.4	0.00	8,239,527.59	42.5
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	6,013,126.48	4,173,792.79	4,173,792.79	69.4	0.00	1,839,333.69	30.5
2200.00 INSTRUCTIONAL AIDS	769,256.00	484,908.42	484,908.42	63.0	0.00	284,347.58	36.9
2300.00 NON-INSTRUCTION HOURLY CLASS.	248,047.05	102,614.32	102,614.32	41.3	0.00	145,432.73	58.6
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	307,285.56	96,507.22	96,507.22	31.4	0.00	210,778.34	68.5
TOTAL: 2000	7,337,715.09	4,857,822.75	4,857,822.75	66.2	0.00	2,479,892.34	33.7
3100.00 CERTIFICATED RETIREMENT	1,548,602.25	814,460.33	814,460.33	52.5	0.00	734,141.92	47.4
3200.00 CLASSIFIED RETIREMENT	856,019.70	573,211.00	573,211.00	66.9	0.00	282,808.70	33.0
3300.00 OASDHI /FICA	859,885.08	540,617.00	540,617.00	62.8	0.00	319,268.08	37.1
3400.00 HEALTH AND WELFARE BENEFITS	3,728,788.00	2,254,506.00	2,254,506.00	60.4	0.00	1,474,282.00	39.5
3500.00 STATE UNEMPLOYMENT INSURANCE	295,418.26	173,211.32	173,211.32	58.6	0.00	122,206.94	41.3
3600.00 WORKERS COMPENSATION INSURANCE	477,334.00	287,736.39	287,736.39	60.2	0.00	189,597.61	39.7
3900.00 OTHER BENEFITS	91,944.54	54,805.52	54,805.52	59.6	0.00	37,139.02	40.3
TOTAL: 3000	7,857,991.83	4,698,547.56	4,698,547.56	59.7	0.00	3,159,444.27	40.2
4100.00 TEXTBOOKS	215.00	10,000.00-	10,000.00-	.0	0.00	10,215.00	100.0
4200.00 BOOK, MAGAZINE&PERIOD-DI ST. USE	24,944.34	19,083.41	19,083.41	76.5	1,005.59	4,855.34	19.4
4300.00 INSTRUCTI ONAL SUPPLIES	67,561.00	29,615.61	29,615.61	43.8	13,368.02	24,577.37	36.3
4400.00 MEDIA AND SOFTWARE-DI STRCT USE	12,131.00	64.92	64.92	.5	80.32	11,985.76	98.8
4500.00 NONI NSTRUCTI ONAL SUPPLIES	417,253.30	175,980.60	175,980.60	42.1	141,978.32	99,294.38	23.7
4700.00 FOOD SUPPLIES	3,243.00	804.46	804.46	24.8	1,195.54	1,243.00	38.3
TOTAL: 4000	525,347.64	215,549.00	215,549.00	41.0	157,627.79	152,170.85	28.9
5100.00 PERSON&CONSULTANT SVC-DI ST USE	816,568.00	59,744.89-	59,744.89-	.0	448,170.57	428,142.32	100.0
5200.00 TRAVEL & CONFERENCE EXPENSES	101,721.02	30,324.25	30,324.25	29.8	16,081.05	55,315.72	54.3
5300.00 POST/DUES/MEMBERSHI PS-DI ST. USE	135,958.00	75,606.47	75,606.47	55.6	3,384.25	56,967.28	41.9
5400.00 INSURANCES - DI STRI CT USE	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5500.00 UTI LI TIES & HOUSEKEEP-DI ST. USE	1,592,918.44	1,006,367.02	1,006,367.02	63.1	564,765.69	21,785.73	1.3
5600.00 RENTS, LEASES&REPAI RS-DI ST. USE	628,119.81	277,231.90	277,231.90	44.1	221,314.44	129,573.47	20.6
5800.00 OTHER OPERATI NG EXP-DI ST. USE	1,579,716.88	103,131.31	103,131.31	6.5	34,807.03	1,441,778.54	91.2
5900.00 INTERPROGRAM CHARGES-DI ST. USE	180.00	0.00	0.00	.0	0.00	180.00	100.0
TOTAL: 5000	4,856,182.15	1,432,916.06	1,432,916.06	29.5	1,288,523.03	2,134,743.06	43.9
TOTAL: 1000-5999	39,950,003.94	22,338,075.01	22,338,075.01	55.9	1,446,150.82	16,165,778.11	40.4

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	16,387.63	16,387.63	27.3	33,934.79	9,677.58	16.1
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	379,924.06	229,198.59	229,198.59	60.3	20,648.56	130,076.91	34.2
TOTAL: 6000	439,924.06	245,586.22	245,586.22	55.8	54,583.35	139,754.49	31.7
TOTAL: 1000-6999	40,389,928.00	22,583,661.23	22,583,661.23	55.9	1,500,734.17	16,305,532.60	40.3
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	40,450,334.00	22,644,067.23	22,644,067.23	55.9	1,500,734.17	16,305,532.60	40.3

Fund: 01 GENERAL FUND

SUMMARY

=====		WORKING	EXPENDED/RECEIVED			PENDING/	UNENCUMBERED	
=====		BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
=====		=====						
SUMMARY BY OBJECT								
=====		=====						
TOTAL INCOME	(8000 - 8999)	2,171,993.96	1,129,093.24	1,129,093.24	51.9	0.00	1,042,900.72	48.0
TOTAL:	1000-5999	39,950,003.94	22,338,075.01	22,338,075.01	55.9	1,446,150.82	16,165,778.11	40.4
TOTAL:	1000-6999	40,389,928.00	22,583,661.23	22,583,661.23	55.9	1,500,734.17	16,305,532.60	40.3
TOTAL:	1000-7999	40,450,334.00	22,644,067.23	22,644,067.23	55.9	1,500,734.17	16,305,532.60	40.3
TOTAL EXPENSES	(1000 - 7999)	40,450,334.00	22,644,067.23	22,644,067.23	55.9	1,500,734.17	16,305,532.60	40.3

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

=====		WORKING	EXPENDED/RECEIVED			PENDING/	UNENCUMBERED	
=====		BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
=====		=====						
SUMMARY BY OBJECT		=====						
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	%	PENED/ 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	319,267.86	319,267.86	57.9	0.00	231,208.14	42.0
8800.00 LOCAL REVENUES	491,257.75	213,871.26	213,871.26	43.5	0.00	277,386.49	56.4
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	539,281.87	539,281.87	50.7	0.00	524,311.88	49.2
1100.00 CONTRACT CLASSROOM INST.	4,624,813.90	2,680,275.70	2,680,275.70	57.9	0.00	1,944,538.20	42.0
1200.00 CONTRACT CERT. ADMINISTRATORS	2,301,184.00	1,293,359.72	1,293,359.72	56.2	0.00	1,007,824.28	43.7
1300.00 INSTRUCTORS DAY/HOURLY	1,861,989.00	1,058,795.08	1,058,795.08	56.8	0.00	803,193.92	43.1
1400.00 NON-INSTRUCTION HOURLY CERT.	123,263.00	43,489.87	43,489.87	35.2	0.00	79,773.13	64.7
TOTAL: 1000	8,911,249.90	5,075,920.37	5,075,920.37	56.9	0.00	3,835,329.53	43.0
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	3,309,197.97	2,232,648.53	2,232,648.53	67.4	0.00	1,076,549.44	32.5
2200.00 INSTRUCTIONAL AIDS	482,283.00	310,692.51	310,692.51	64.4	0.00	171,590.49	35.5
2300.00 NON-INSTRUCTION HOURLY CLASS.	204,780.48	104,044.63	104,044.63	50.8	0.00	100,735.85	49.1
2400.00 INST AIDS-HOURLY- DIR. INSTRUC	379,844.00	194,185.33	194,185.33	51.1	0.00	185,658.67	48.8
TOTAL: 2000	4,376,105.45	2,841,571.00	2,841,571.00	64.9	0.00	1,534,534.45	35.0
3100.00 CERTIFICATED RETIREMENT	690,180.00	374,288.63	374,288.63	54.2	0.00	315,891.37	45.7
3200.00 CLASSIFIED RETIREMENT	512,724.49	317,956.88	317,956.88	62.0	0.00	194,767.61	37.9
3300.00 OASDHI/FICA	464,150.00	284,099.60	284,099.60	61.2	0.00	180,050.40	38.7
3400.00 HEALTH AND WELFARE BENEFITS	1,937,310.49	1,081,388.18	1,081,388.18	55.8	0.00	855,922.31	44.1
3500.00 STATE UNEMPLOYMENT INSURANCE	147,510.17	85,996.98	85,996.98	58.2	0.00	61,513.19	41.7
3600.00 WORKERS COMPENSATION INSURANCE	248,159.00	145,797.22	145,797.22	58.7	0.00	102,361.78	41.2
3900.00 OTHER BENEFITS	51,860.00	35,522.04	35,522.04	68.4	0.00	16,337.96	31.5
TOTAL: 3000	4,051,894.15	2,325,049.53	2,325,049.53	57.3	0.00	1,726,844.62	42.6
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	7,045.00	157.97	157.97	2.2	457.75	6,429.28	91.2
4300.00 INSTRUCTIONAL SUPPLIES	52,518.94	23,823.93	23,823.93	45.3	8,259.56	20,435.45	38.9
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	2,455.00	163.87	163.87	6.6	23.21	2,267.92	92.3
4500.00 NONINSTRUCTIONAL SUPPLIES	150,848.74	65,307.38	65,307.38	43.2	48,404.58	37,136.78	24.6
4700.00 FOOD SUPPLIES	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 4000	213,367.68	89,453.15	89,453.15	41.9	57,145.10	66,769.43	31.2
5100.00 PERSON&CONSULTANT SVC-DIST USE	64,428.00	21,306.70	21,306.70	33.0	6,844.43	36,276.87	56.3
5200.00 TRAVEL & CONFERENCE EXPENSES	49,620.00	25,189.80	25,189.80	50.7	3,101.13	21,329.07	42.9
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	48,450.00	34,610.61	34,610.61	71.4	6,048.13	7,791.26	16.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	526,359.00	296,726.26	296,726.26	56.3	223,394.30	6,238.44	1.1
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	354,736.20	166,273.03	166,273.03	46.8	112,056.05	76,407.12	21.5
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	3,000.00	2,000.00	2,000.00	66.6	1,000.00	0.00	.0
5800.00 OTHER OPERATING EXP-DIST. USE	752,140.50	46,603.47	46,603.47	6.1	6,023.14	699,513.89	93.0
TOTAL: 5000	1,798,733.70	592,709.87	592,709.87	32.9	358,467.18	847,556.65	47.1
TOTAL: 1000-5999	19,351,350.88	10,924,703.92	10,924,703.92	56.4	415,612.28	8,011,034.68	41.3

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	4,069.84	4,069.84	40.6	4,350.36	1,579.80	15.7
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	34,751.87	8,833.15	8,833.15	25.4	7,484.01	18,434.71	53.0
TOTAL: 6000	44,751.87	12,902.99	12,902.99	28.8	11,834.37	20,014.51	44.7
TOTAL: 1000-6999	19,396,102.75	10,937,606.91	10,937,606.91	56.3	427,446.65	8,031,049.19	41.4

Fund: 01 GENERAL FUND

SUMMARY

=====		WORKING	EXPENDED/RECEIVED			PENDING/	UNENCUMBERED	
SUMMARY BY OBJECT		BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
=====		=====						
TOTAL INCOME	(8000 - 8999)	1,063,593.75	539,281.87	539,281.87	50.7	0.00	524,311.88	49.2
TOTAL:	1000-5999	19,351,350.88	10,924,703.92	10,924,703.92	56.4	415,612.28	8,011,034.68	41.3
TOTAL:	1000-6999	19,396,102.75	10,937,606.91	10,937,606.91	56.3	427,446.65	8,031,049.19	41.4
TOTAL:	1000-7999	19,396,102.75	10,937,606.91	10,937,606.91	56.3	427,446.65	8,031,049.19	41.4
TOTAL EXPENSES	(1000 - 7999)	19,396,102.75	10,937,606.91	10,937,606.91	56.3	427,446.65	8,031,049.19	41.4

BDX110
CHC Unrestricted
72 San Bernardino Community Col

BEST NET CONSORTIUM
BUDGET SUMMARY REPORT
07/01/2012 TO 03/01/2013

#J930

02/25/2013

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

=====		WORKING	EXPENDED/RECEIVED			PENDED/	UNENCUMBERED	
=====		BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
=====		=====						
SUMMARY BY OBJECT								
=====		=====						
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

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	7,471,974.38	1,497,563.11	1,497,563.11	20.0	0.00	5,974,411.27	79.9
8600.00 STATE REVENUES	63,541,290.57	23,359,361.46	23,359,361.46	36.7	0.00	40,181,929.11	63.2
8800.00 LOCAL REVENUES	19,817,016.59	13,977,050.78	13,977,050.78	70.5	0.00	5,839,965.81	29.4
8900.00 OTHER FINANCING SOURCES	12,450.00	14,230.04	14,230.04	100.0	0.00	1,780.04-	.0
TOTAL: 8000	90,842,731.54	38,848,205.39	38,848,205.39	42.7	0.00	51,994,526.15	57.2
1100.00 CONTRACT CLASSROOM INST.	15,148,243.25	8,709,545.24	8,709,545.24	57.4	0.00	6,438,698.01	42.5
1200.00 CONTRACT CERT. ADMINISTRATORS	7,962,350.93	4,386,762.12	4,386,762.12	55.0	0.00	3,575,588.81	44.9
1300.00 INSTRUCTORS DAY/HOURLY	7,244,146.74	4,182,916.09	4,182,916.09	57.7	0.00	3,061,230.65	42.2
1400.00 NON-INSTRUCTION HOURLY CERT.	1,541,673.02	676,727.44	676,727.44	43.8	0.00	864,945.58	56.1
TOTAL: 1000	31,896,413.94	17,955,950.89	17,955,950.89	56.2	0.00	13,940,463.05	43.7
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	17,679,257.37	10,988,076.77	10,988,076.77	62.1	0.00	6,691,180.60	37.8
2200.00 INSTRUCTIONAL AIDS	1,251,539.00	795,600.93	795,600.93	63.5	0.00	455,938.07	36.4
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,357,446.98	1,044,801.41	1,044,801.41	44.3	0.00	1,312,645.57	55.6
2400.00 INST AIDES-HOURLY- DIR. INSTRU	1,387,786.96	528,331.05	528,331.05	38.0	0.00	859,455.91	61.9
TOTAL: 2000	22,676,030.31	13,356,810.16	13,356,810.16	58.9	0.00	9,319,220.15	41.0
3100.00 CERTIFICATED RETIREMENT	2,476,368.87	1,301,216.57	1,301,216.57	52.5	0.00	1,175,152.30	47.4
3200.00 CLASSIFIED RETIREMENT	2,296,473.17	1,445,696.14	1,445,696.14	62.9	0.00	850,777.03	37.0
3300.00 OASDHI /FICA	2,039,943.70	1,241,607.27	1,241,607.27	60.8	0.00	798,336.43	39.1
3400.00 HEALTH AND WELFARE BENEFITS	7,949,675.27	4,479,904.74	4,479,904.74	56.3	0.00	3,469,770.53	43.6
3500.00 STATE UNEMPLOYMENT INSURANCE	639,328.24	378,932.84	378,932.84	59.2	0.00	260,395.40	40.7
3600.00 WORKERS COMPENSATION INSURANCE	980,755.41	577,340.35	577,340.35	58.8	0.00	403,415.06	41.1
3900.00 OTHER BENEFITS	190,101.68	121,816.70	121,816.70	64.0	0.00	68,284.98	35.9
TOTAL: 3000	16,572,646.34	9,546,514.61	9,546,514.61	57.6	0.00	7,026,131.73	42.3
4100.00 TEXTBOOKS	38,208.20	3,532.94-	3,532.94-	.0	11,033.29	30,707.85	100.0
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	87,016.94	47,464.93	47,464.93	54.5	6,220.87	33,331.14	38.3
4300.00 INSTRUCTIONAL SUPPLIES	549,773.57	187,984.03	187,984.03	34.1	97,689.19	264,100.35	48.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	68,804.21	9,141.90	9,141.90	13.2	2,528.11	57,134.20	83.0
4500.00 NONINSTRUCTIONAL SUPPLIES	1,225,450.20	487,954.59	487,954.59	39.8	338,591.08	398,904.53	32.5
4700.00 FOOD SUPPLIES	31,143.00	6,231.92	6,231.92	20.0	23,168.08	1,743.00	5.5
TOTAL: 4000	2,000,396.12	735,244.43	735,244.43	36.7	479,230.62	785,921.07	39.2
5100.00 PERSON&CONSULTANT SVC-DIST USE	5,692,698.84	1,619,963.93	1,619,963.93	28.4	2,287,936.81	1,784,798.10	31.3
5200.00 TRAVEL & CONFERENCE EXPENSES	769,424.42	262,316.96	262,316.96	34.0	128,450.74	378,656.72	49.2
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	416,755.54	217,853.44	217,853.44	52.2	16,639.42	182,262.68	43.7
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	2,601,096.92	1,494,601.71	1,494,601.71	57.4	1,038,406.20	68,089.01	2.6
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	2,155,473.03	1,238,537.06	1,238,537.06	57.4	513,114.73	403,821.24	18.7
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	746,292.00	187,364.53	187,364.53	25.1	256,847.74	302,079.73	40.4
5800.00 OTHER OPERATING EXP-DIST. USE	6,374,955.58	1,143,487.18	1,143,487.18	17.9	241,554.83	4,989,913.57	78.2
5900.00 INTERPROGRAM CHARGES-DIST. USE	180.00	0.00	0.00	.0	0.00	180.00	100.0
TOTAL: 5000	18,892,876.33	6,289,076.81	6,289,076.81	33.2	4,482,950.47	8,120,849.05	42.9

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	92,038,363.04	47,883,596.90	47,883,596.90	52.0	4,962,181.09	39,192,585.05	42.5
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	87,778.26	0.00	0.00	.0	2,486.00	85,292.26	97.1
6300.00 LIBRARY BOOKS - EXPANSION	80,000.00	30,457.47	30,457.47	38.0	38,285.15	11,257.38	14.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,901,527.47	622,504.97	622,504.97	32.7	192,529.87	1,086,492.63	57.1
TOTAL: 6000	2,160,052.73	655,551.44	655,551.44	30.3	234,221.02	1,270,280.27	58.8
TOTAL: 1000-6999	94,198,415.77	48,539,148.34	48,539,148.34	51.5	5,196,402.11	40,462,865.32	42.9
7300.00 INTERFUND TRANSFERS	2,524,490.00	2,203,126.00	2,203,126.00	87.2	0.00	321,364.00	12.7
7500.00 OTHER OUTGO-STUDENT FIN AID	48,882.00	29,545.00	29,545.00	60.4	80.00	19,257.00	39.3
7600.00 OTHER STUDENT AID	513,879.50	235,004.20	235,004.20	45.7	242,337.91	36,537.39	7.1
TOTAL: 7000	3,087,251.50	2,467,675.20	2,467,675.20	79.9	242,417.91	377,158.39	12.2
TOTAL: 1000-7999	97,285,667.27	51,006,823.54	51,006,823.54	52.4	5,438,820.02	40,840,023.71	41.9

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDING/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	90,842,731.54	38,848,205.39	38,848,205.39	42.7	0.00	51,994,526.15	57.2
TOTAL:	1000-5999	92,038,363.04	47,883,596.90	47,883,596.90	52.0	4,962,181.09	39,192,585.05	42.5
TOTAL:	1000-6999	94,198,415.77	48,539,148.34	48,539,148.34	51.5	5,196,402.11	40,462,865.32	42.9
TOTAL:	1000-7999	97,285,667.27	51,006,823.54	51,006,823.54	52.4	5,438,820.02	40,840,023.71	41.9
TOTAL EXPENSES	(1000 - 7999)	97,285,667.27	51,006,823.54	51,006,823.54	52.4	5,438,820.02	40,840,023.71	41.9

Fund: 21 BOND INTEREST AND REDEMPTION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	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	413,508.33	413,508.33	67.2	0.00	201,615.27	32.7
TOTAL: 8000	686,214.75	484,599.48	484,599.48	70.6	0.00	201,615.27	29.3
4400.00 MEDIA AND SOFTWARE-DI STRCT USE	161.46	161.84	161.84	100.0	0.00	0.38-	0
4500.00 NONINSTRUCTIONAL SUPPLIES	39,741.00	1,386.89	1,386.89	3.4	4,573.79	33,780.32	85.0
TOTAL: 4000	39,902.46	1,548.73	1,548.73	3.8	4,573.79	33,779.94	84.6
5100.00 PERSON&CONSULTANT SVC-DI ST USE	70,000.00	17,306.26	17,306.26	24.7	7,693.74	45,000.00	64.2
5600.00 RENTS, LEASES&REPAIRS-DI ST. USE	117,675.00	14,314.73	14,314.73	12.1	15,145.00	88,215.27	74.9
5800.00 OTHER OPERATING EXP-DI ST. USE	93,629.53	16,912.86	16,912.86	18.0	0.00	76,716.67	81.9
TOTAL: 5000	281,304.53	48,533.85	48,533.85	17.2	22,838.74	209,931.94	74.6
TOTAL: 1000-5999	321,206.99	50,082.58	50,082.58	15.5	27,412.53	243,711.88	75.8
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	1,571,877.48	1,571,877.48	80.6	107,546.10	268,554.67	13.7
TOTAL: 6000	9,359,267.85	1,648,456.98	1,648,456.98	17.6	109,051.10	7,601,759.77	81.2
TOTAL: 1000-6999	9,680,474.84	1,698,539.56	1,698,539.56	17.5	136,463.63	7,845,471.65	81.0
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	1,698,539.56	1,698,539.56	16.6	136,463.63	8,345,471.65	81.9

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	484,599.48	484,599.48	70.6	0.00	201,615.27	29.3
TOTAL:	1000-5999	321,206.99	50,082.58	50,082.58	15.5	27,412.53	243,711.88	75.8
TOTAL:	1000-6999	9,680,474.84	1,698,539.56	1,698,539.56	17.5	136,463.63	7,845,471.65	81.0
TOTAL:	1000-7999	10,180,474.84	1,698,539.56	1,698,539.56	16.6	136,463.63	8,345,471.65	81.9
TOTAL EXPENSES	(1000 - 7999)	10,180,474.84	1,698,539.56	1,698,539.56	16.6	136,463.63	8,345,471.65	81.9

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	199,787.56	199,787.56	99.8	0.00	212.44	.1
TOTAL: 8000	200,000.00	199,787.56	199,787.56	99.8	0.00	212.44	.1
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	2,510.79	2,510.79	2,510.79	100.0	0.00	0.00	.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	510.00	411.00	411.00	80.5	0.00	99.00	19.4
TOTAL: 2000	3,020.79	2,921.79	2,921.79	96.7	0.00	99.00	3.2
3200.00 CLASSIFIED RETIREMENT	286.66	286.66	286.66	100.0	0.00	0.00	.0
3300.00 OASDHI/FICA	223.51	223.51	223.51	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	32.15	32.15	32.15	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	888.90	888.90	888.90	100.0	0.00	0.00	.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,220,100.00	38,212.82	38,212.82	3.1	892,103.55	289,783.63	23.7
5200.00 TRAVEL & CONFERENCE EXPENSES	600.00	0.00	0.00	.0	600.00	0.00	.0
5400.00 INSURANCES - DISTRICT USE	1,873,650.00	295,801.75	295,801.75	15.7	0.00	1,577,848.25	84.2
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	220,000.00	79,744.07	79,744.07	36.2	113,919.93	26,336.00	11.9
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	174,000.00	125,521.20	125,521.20	72.1	25,736.80	22,742.00	13.0
5800.00 OTHER OPERATING EXP-DIST. USE	1,021,350.00	5,600.00	5,600.00	.5	9,400.00	1,006,350.00	98.5
TOTAL: 5000	4,509,700.00	544,879.84	544,879.84	12.0	1,041,760.28	2,923,059.88	64.8
TOTAL: 1000-5999	4,513,609.69	548,690.53	548,690.53	12.1	1,041,760.28	2,923,158.88	64.7
6100.00 SITES & IMPROVEMENTS-DIST. USE	5,516,018.00	612,293.67	612,293.67	11.1	2,127,353.82	2,776,370.51	50.3
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	54,903,095.31	12,068,257.81	12,068,257.81	21.9	18,453,151.45	24,381,686.05	44.4
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	2,456,300.00	85.05	85.05	.0	327,221.78	2,128,993.17	86.6
TOTAL: 6000	62,875,413.31	12,680,636.53	12,680,636.53	20.1	20,907,727.05	29,287,049.73	46.5
TOTAL: 1000-6999	67,389,023.00	13,229,327.06	13,229,327.06	19.6	21,949,487.33	32,210,208.61	47.7

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	199,787.56	199,787.56	99.8	0.00	212.44	.1
TOTAL:	1000-5999	4,513,609.69	548,690.53	548,690.53	12.1	1,041,760.28	2,923,158.88	64.7
TOTAL:	1000-6999	67,389,023.00	13,229,327.06	13,229,327.06	19.6	21,949,487.33	32,210,208.61	47.7
TOTAL:	1000-7999	67,389,023.00	13,229,327.06	13,229,327.06	19.6	21,949,487.33	32,210,208.61	47.7
TOTAL EXPENSES	(1000 - 7999)	67,389,023.00	13,229,327.06	13,229,327.06	19.6	21,949,487.33	32,210,208.61	47.7

BDX110
 All Funds
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2012 TO 03/01/2013

#J922

02/25/2013

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Fund: 51 BOOKSTORE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	220.47	220.47	100.0	0.00	220.47-	.0
TOTAL: 8000	0.00	220.47	220.47	100.0	0.00	220.47-	.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	220.47	220.47	100.0	0.00	220.47-	.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	8,039.41	8,039.41	61.8	0.00	4,960.59	38.1
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	758,039.41	758,039.41	99.3	0.00	4,960.59	.6
3400.00 HEALTH AND WELFARE BENEFITS	289,994.00	167,431.23	167,431.23	57.7	0.00	122,562.77	42.2
3500.00 STATE UNEMPLOYMENT INSURANCE	33.00	19.28	19.28	58.4	0.00	13.72	41.5
3900.00 OTHER BENEFITS	2,121,672.00	1,091,089.00	1,091,089.00	51.4	0.00	1,030,583.00	48.5
TOTAL: 3000	2,411,699.00	1,258,539.51	1,258,539.51	52.1	0.00	1,153,159.49	47.8
TOTAL: 1000-5999	2,411,699.00	1,258,539.51	1,258,539.51	52.1	0.00	1,153,159.49	47.8

Fund: 68 RETIREE BENEFIT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	763,000.00	758,039.41	758,039.41	99.3	0.00	4,960.59	.6
TOTAL:	1000-5999	2,411,699.00	1,258,539.51	1,258,539.51	52.1	0.00	1,153,159.49	47.8
TOTAL:	1000-6999	2,411,699.00	1,258,539.51	1,258,539.51	52.1	0.00	1,153,159.49	47.8
TOTAL:	1000-7999	2,411,699.00	1,258,539.51	1,258,539.51	52.1	0.00	1,153,159.49	47.8
TOTAL EXPENSES	(1000 - 7999)	2,411,699.00	1,258,539.51	1,258,539.51	52.1	0.00	1,153,159.49	47.8

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	180.04	180.04	40.0	0.00	269.96	59.9
TOTAL: 8000	450.00	180.04	180.04	40.0	0.00	269.96	59.9
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	180.04	180.04	40.0	0.00	269.96	59.9
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	63,924.29	63,924.29	43.5	0.00	82,895.71	56.4
8600.00 STATE REVENUES	1,797,410.00	1,025,547.28	1,025,547.28	57.0	0.00	771,862.72	42.9
8800.00 LOCAL REVENUES	242,374.00	70,298.64	70,298.64	29.0	0.00	172,075.36	70.9
8900.00 OTHER FINANCING SOURCES	60,406.00	60,406.00	60,406.00	100.0	0.00	0.00	.0
TOTAL: 8000	2,247,010.00	1,220,176.21	1,220,176.21	54.3	0.00	1,026,833.79	45.6
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,223,685.00	642,554.85	642,554.85	52.5	0.00	581,130.15	47.4
2300.00 NON-INSTRUCTION HOURLY CLASS.	219,127.00	58,158.03	58,158.03	26.5	0.00	160,968.97	73.4
TOTAL: 2000	1,442,812.00	700,712.88	700,712.88	48.5	0.00	742,099.12	51.4
3100.00 CERTIFICATED RETIREMENT	16,709.00	11,059.79	11,059.79	66.1	0.00	5,649.21	33.8
3200.00 CLASSIFIED RETIREMENT	87,288.00	56,864.03	56,864.03	65.1	0.00	30,423.97	34.8
3300.00 OASDHI /FICA	73,589.00	39,409.65	39,409.65	53.5	0.00	34,179.35	46.4
3400.00 HEALTH AND WELFARE BENEFITS	439,771.00	236,582.50	236,582.50	53.7	0.00	203,188.50	46.2
3500.00 STATE UNEMPLOYMENT INSURANCE	12,677.00	7,073.09	7,073.09	55.7	0.00	5,603.91	44.2
3600.00 WORKERS COMPENSATION INSURANCE	57,000.00	35,375.00	35,375.00	62.0	0.00	21,625.00	37.9
3900.00 OTHER BENEFITS	5,192.00	3,333.71	3,333.71	64.2	0.00	1,858.29	35.7
TOTAL: 3000	692,226.00	389,697.77	389,697.77	56.2	0.00	302,528.23	43.7
4300.00 INSTRUCTIONAL SUPPLIES	45,200.00	1,916.09	1,916.09	4.2	16,743.91	26,540.00	58.7
4500.00 NONINSTRUCTIONAL SUPPLIES	79,917.00	19,780.50	19,780.50	24.7	32,963.21	27,173.29	34.0
4700.00 FOOD SUPPLIES	88,000.00	51,881.43	51,881.43	58.9	27,841.04	8,277.53	9.4
TOTAL: 4000	213,117.00	73,578.02	73,578.02	34.5	77,548.16	61,990.82	29.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	8,930.00	344.00	344.00	3.8	5,011.13	3,574.87	40.0
5800.00 OTHER OPERATING EXP-DIST. USE	4,938.00	3,512.03	3,512.03	71.1	25.00	1,400.97	28.3
TOTAL: 5000	13,868.00	3,856.03	3,856.03	27.8	5,036.13	4,975.84	35.8
TOTAL: 1000-5999	2,362,023.00	1,167,844.70	1,167,844.70	49.4	82,584.29	1,111,594.01	47.0
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)	57,346.00	7,979.06	7,979.06	13.9	30,463.06	18,903.88	32.9
TOTAL: 6000	82,346.00	7,979.06	7,979.06	9.6	30,463.06	43,903.88	53.3
TOTAL: 1000-6999	2,444,369.00	1,175,823.76	1,175,823.76	48.1	113,047.35	1,155,497.89	47.2

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)	2,247,010.00	1,220,176.21	1,220,176.21	54.3	0.00	1,026,833.79	45.6
TOTAL:	1000-5999	2,362,023.00	1,167,844.70	1,167,844.70	49.4	82,584.29	1,111,594.01	47.0
TOTAL:	1000-6999	2,444,369.00	1,175,823.76	1,175,823.76	48.1	113,047.35	1,155,497.89	47.2
TOTAL:	1000-7999	2,444,369.00	1,175,823.76	1,175,823.76	48.1	113,047.35	1,155,497.89	47.2
TOTAL EXPENSES	(1000 - 7999)	2,444,369.00	1,175,823.76	1,175,823.76	48.1	113,047.35	1,155,497.89	47.2

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	173,105.70	173,105.70	81.7	0.00	38,694.30	18.2
TOTAL: 8000	211,800.00	173,105.70	173,105.70	81.7	0.00	38,694.30	18.2
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	82,374.00	54,392.50	54,392.50	66.0	0.00	27,981.50	33.9
2300.00 NON-INSTRUCTION HOURLY CLASS.	36,000.00	27,863.11	27,863.11	77.3	0.00	8,136.89	22.6
TOTAL: 2000	118,374.00	82,255.61	82,255.61	69.4	0.00	36,118.39	30.5
3200.00 CLASSIFIED RETIREMENT	9,405.00	6,210.02	6,210.02	66.0	0.00	3,194.98	33.9
3300.00 OASDHI/FICA	6,301.00	4,203.99	4,203.99	66.7	0.00	2,097.01	33.2
3400.00 HEALTH AND WELFARE BENEFITS	26,860.00	17,906.88	17,906.88	66.6	0.00	8,953.12	33.3
3500.00 STATE UNEMPLOYMENT INSURANCE	906.00	604.48	604.48	66.7	0.00	301.52	33.2
3600.00 WORKERS COMPENSATION INSURANCE	3,000.00	2,000.00	2,000.00	66.6	0.00	1,000.00	33.3
3900.00 OTHER BENEFITS	146.00	97.44	97.44	66.7	0.00	48.56	33.2
TOTAL: 3000	46,618.00	31,022.81	31,022.81	66.5	0.00	15,595.19	33.4
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	2,327.03	3,245.97	58.2
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	2,327.03	15,245.97	86.7
TOTAL: 1000-5999	188,565.00	115,172.47	115,172.47	61.0	2,340.86	71,051.67	37.6
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	115,172.47	115,172.47	44.7	30,980.04	111,472.49	43.2
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	115,172.47	115,172.47	40.4	30,980.04	138,572.49	48.6

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	173,105.70	173,105.70	81.7	0.00	38,694.30	18.2
TOTAL:	1000-5999	188,565.00	115,172.47	115,172.47	61.0	2,340.86	71,051.67	37.6
TOTAL:	1000-6999	257,625.00	115,172.47	115,172.47	44.7	30,980.04	111,472.49	43.2
TOTAL:	1000-7999	284,725.00	115,172.47	115,172.47	40.4	30,980.04	138,572.49	48.6
TOTAL EXPENSES	(1000 - 7999)	284,725.00	115,172.47	115,172.47	40.4	30,980.04	138,572.49	48.6

Fund: 74 KVC R FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	29,409.00	29,409.00	29,409.00	.0	0.00	58,818.00	100.0
8800.00 LOCAL REVENUES	6,872,747.26	4,238,145.15	4,238,145.15	61.6	0.00	2,634,602.11	38.3
8900.00 OTHER FINANCING SOURCES	1,364,084.00	642,720.00	642,720.00	47.1	0.00	721,364.00	52.8
TOTAL: 8000	8,266,240.26	4,851,456.15	4,851,456.15	58.6	0.00	3,414,784.11	41.3
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,805,616.00	909,471.47	909,471.47	50.3	0.00	896,144.53	49.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	830,000.00	345,125.65	345,125.65	41.5	0.00	484,874.35	58.4
TOTAL: 2000	2,635,616.00	1,254,597.12	1,254,597.12	47.6	0.00	1,381,018.88	52.3
3200.00 CLASSIFIED RETIREMENT	204,091.00	98,058.06	98,058.06	48.0	0.00	106,032.94	51.9
3300.00 OASDHI/FICA	142,679.00	78,114.84	78,114.84	54.7	0.00	64,564.16	45.2
3400.00 HEALTH AND WELFARE BENEFITS	301,738.00	173,271.62	173,271.62	57.4	0.00	128,466.38	42.5
3500.00 STATE UNEMPLOYMENT INSURANCE	19,929.00	13,744.06	13,744.06	68.9	0.00	6,184.94	31.0
3600.00 WORKERS COMPENSATION INSURANCE	40,500.00	21,500.00	21,500.00	53.0	0.00	19,000.00	46.9
3900.00 OTHER BENEFITS	10,975.00	5,797.48	5,797.48	52.8	0.00	5,177.52	47.1
TOTAL: 3000	719,912.00	390,486.06	390,486.06	54.2	0.00	329,425.94	45.7
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	600.00	1,571.03	62.8
4500.00 NONINSTRUCTIONAL SUPPLIES	72,120.00	19,952.05	19,952.05	27.6	15,402.94	36,765.01	50.9
TOTAL: 4000	74,820.00	20,327.91	20,327.91	27.1	16,002.94	38,489.15	51.4
5100.00 PERSON&CONSULTANT SVC-DIST USE	818,358.46	327,391.90	327,391.90	40.0	139,039.97	351,926.59	43.0
5200.00 TRAVEL & CONFERENCE EXPENSES	58,200.00	13,393.58	13,393.58	23.0	3,357.63	41,448.79	71.2
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	184,680.26	91,792.26	91,792.26	49.7	22,490.08	70,397.92	38.1
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	254,526.00	121,900.35	121,900.35	47.8	91,530.46	41,095.19	16.1
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	160,201.00	60,661.10	60,661.10	37.8	31,203.26	68,336.64	42.6
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	136,250.00	53,057.68	53,057.68	38.9	47,322.27	35,870.05	26.3
5800.00 OTHER OPERATING EXP-DIST. USE	3,162,515.00	1,479,237.34	1,479,237.34	46.7	568,268.37	1,115,009.29	35.2
TOTAL: 5000	4,781,730.72	2,147,434.21	2,147,434.21	44.9	903,212.04	1,731,084.47	36.2
TOTAL: 1000-5999	8,212,078.72	3,812,845.30	3,812,845.30	46.4	919,214.98	3,480,018.44	42.3
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	173,909.00	8,672.25	8,672.25	4.9	9,561.03	155,675.72	89.5
TOTAL: 6000	173,909.00	8,672.25	8,672.25	4.9	9,561.03	155,675.72	89.5
TOTAL: 1000-6999	8,385,987.72	3,821,517.55	3,821,517.55	45.5	928,776.01	3,635,694.16	43.3

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	4,851,456.15	4,851,456.15	58.6	0.00	3,414,784.11	41.3
TOTAL:	1000-5999	8,212,078.72	3,812,845.30	3,812,845.30	46.4	919,214.98	3,480,018.44	42.3
TOTAL:	1000-6999	8,385,987.72	3,821,517.55	3,821,517.55	45.5	928,776.01	3,635,694.16	43.3
TOTAL:	1000-7999	8,385,987.72	3,821,517.55	3,821,517.55	45.5	928,776.01	3,635,694.16	43.3
TOTAL EXPENSES	(1000 - 7999)	8,385,987.72	3,821,517.55	3,821,517.55	45.5	928,776.01	3,635,694.16	43.3

BDX110
 All Funds
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2012 TO 03/01/2013

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Fund: 76 *** NOT ON FILE ***

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 *** NOT ON FILE *** SUMMARY

=====		WORKING	EXPENDED/RECEIVED			PENDING/	UNENCUMBERED	
SUMMARY BY OBJECT		BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	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	2,245.11	2,245.11	74.8	0.00	754.89	25.1
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	752,245.11	752,245.11	99.8	0.00	754.89	.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	20,000.00	1,380.24	1,380.24	6.9	8,619.76	10,000.00	50.0
5400.00 INSURANCES - DISTRICT USE	600,000.00	510,299.00	510,299.00	85.0	88.00	89,613.00	14.9
5800.00 OTHER OPERATING EXP-DIST. USE	150,000.00	7,260.15	7,260.15	4.8	17,739.85	125,000.00	83.3
TOTAL: 5000	770,000.00	518,939.39	518,939.39	67.3	26,447.61	224,613.00	29.1
TOTAL: 1000-5999	770,000.00	518,939.39	518,939.39	67.3	26,447.61	224,613.00	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	518,939.39	518,939.39	65.2	26,447.61	249,613.00	31.3

Fund: 78 SELF INSURANCE-LIABILITY&PRO SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	753,000.00	752,245.11	752,245.11	99.8	0.00	754.89	.1
TOTAL:	1000-5999	770,000.00	518,939.39	518,939.39	67.3	26,447.61	224,613.00	29.1
TOTAL:	1000-6999	770,000.00	518,939.39	518,939.39	67.3	26,447.61	224,613.00	29.1
TOTAL:	1000-7999	795,000.00	518,939.39	518,939.39	65.2	26,447.61	249,613.00	31.3
TOTAL EXPENSES	(1000 - 7999)	795,000.00	518,939.39	518,939.39	65.2	26,447.61	249,613.00	31.3

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	368,946.77	368,946.77	29.2	0.00	891,053.23	70.7
TOTAL: 8000	1,260,000.00	368,946.77	368,946.77	29.2	0.00	891,053.23	70.7
5100.00 PERSON&CONSULTANT SVC-DIST USE	160,000.00	121,613.00	121,613.00	76.0	0.00	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	371,221.60	371,221.60	61.1	14,962.70	220,815.70	36.3
TOTAL: 5000	897,000.00	609,573.60	609,573.60	67.9	19,962.70	267,463.70	29.8
TOTAL: 1000-5999	897,000.00	609,573.60	609,573.60	67.9	19,962.70	267,463.70	29.8
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	609,573.60	609,573.60	43.6	19,962.70	767,463.70	54.9

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	368,946.77	368,946.77	29.2	0.00	891,053.23	70.7
TOTAL:	1000-5999	897,000.00	609,573.60	609,573.60	67.9	19,962.70	267,463.70	29.8
TOTAL:	1000-6999	897,000.00	609,573.60	609,573.60	67.9	19,962.70	267,463.70	29.8
TOTAL:	1000-7999	1,397,000.00	609,573.60	609,573.60	43.6	19,962.70	767,463.70	54.9
TOTAL EXPENSES	(1000 - 7999)	1,397,000.00	609,573.60	609,573.60	43.6	19,962.70	767,463.70	54.9

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: March 14, 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 January 28, 2013 to February 24, 2013 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
March 14, 2013

PO No.	Vendor Name	Purchase Order Description	Amount
133100	GOVERNET	Computer Systems Maintenance Agmnts	\$ 26,750.00
133101	TYPECARE OFFICE MACHINE SERV	Repairs & Maintenance	\$ 120.00
133102	QUICK CAPTION INC	Consultants & Other Services	\$ 4,290.00
133103	AMERICAN PUBLIC TELEVISION	Broadcast Program Rights	\$ 477.00
133104	AMERICAN PUBLIC TELEVISION	Broadcast Program Rights	\$ 516.00
133105	AMERICAN PUBLIC TELEVISION	Broadcast Program Rights	\$ 518.00
133106	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 50.00
133107	SINGER, DONALD L	Conference	\$ 803.10
133108	SINGH, MANIKA	Conference	\$ 150.00
133109	MARRUJO, MONIQUE	Conference	\$ 352.00
133110	REVOLVING CASH	Other Expenses & Fees	\$ 4,216.00
133111	REVOLVING CASH	Officials	\$ 3,456.00
133112	AMERICAN PUBLIC TELEVISION	Broadcast Program Rights	\$ 518.00
133113	INLAND COMPUTER SYSTEMS	Repairs & Maintenance	\$ 486.00
133114	P A P A	Conference	\$ 160.00
133115	SQUIRES LUMBER COMPANY	Instructional Supplies	\$ 245.25
133116	REVOLVING CASH	Officials	\$ 1,218.00
133117	LIPSCOMB, MARTHA DATEMA	Consultants & Other Services	\$ 20,000.00
133118	NAPA AUTO PARTS	Equipment	\$ 14,468.76
133119	CCCAOE	Conference	\$ 445.00
133120	QPR INSTITUTE	Conference	\$ 495.00
133121	CCCAOE	Conference	\$ 395.00
133122	REVOLVING CASH	Officials	\$ 2,080.00
133123	SHALIMAR TOURS & CHARTER	Bus Rentals	\$ 1,192.07
133124	REVOLVING CASH	Meals	\$ 172.69
133125	QUICK SHOTS STUDIO	Consultants & Other Services	\$ 45.85
133126	STATE OF CALIFORNIA	Other Expenses & Fees	\$ 150.00
133127	MIKE'S CUSTOM FLOORING INC	Building Improvements	\$ 2,486.00
133128	RIGGS, MICHELLE A	Conference	\$ 305.36
133129	SIMS, JEREMY	Conference	\$ 250.00
133130	CISOA	Conference	\$ 325.00
133131	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 429.45
133132	CHC FOOD SERVICES	Non-instructional Supplies	\$ 1,194.64
133133	BANGASSER,SUSAN	Other Expenses & Fees	\$ 300.00
133134	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 120.33
133135	COUTS HEATING AND COOLING INC	Repairs & Maintenance	\$ 975.00
133136	STAPLES	Non-instructional Supplies	\$ 222.67
133137	KELLY PAPER COMPANY	Non-instructional Supplies	\$ 142.97
133138	MANIAOL, ALBERT	Conference	\$ 1,232.00
133139	CYNMAR CORPORATION	Instructional Supplies	\$ 145.85
133140	FISHER SCIENTIFIC	Instructional Supplies	\$ 184.64
133141	LAKESHORE LEARNING MATERIALS	Equipment	\$ 1,917.00
133142	STAPLES	Non-instructional Supplies	\$ 677.15
133143	STAPLES	Non-instructional Supplies	\$ 411.17
133144	SBVC FOOD SERVICES	Refreshments	\$ 40.57

Purchase Order Board Report
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PO No.	Vendor Name	Purchase Order Description	Amount
133145	STAPLES	Non-instructional Supplies	\$ 205.06
133146	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 236.99
133147	APPLE COMPUTER INC	IT Equipment	\$ 895.32
133148	BEN-ZEEV, AVI	Consultants & Other Services	\$ 500.00
133149	THORNBURG, LISA R	Consultants & Other Services	\$ 200.00
133150	FORD, RALPH	Conference	\$ 1,191.71
133151	DEWEY-OBENCHAIN FILMS INC	Broadcast Program Rights	\$ 1,200.00
133152	DIRECT CONNECTION	Postage & Freight	\$ 3,158.30
133153	DIRECT CONNECTION	Postage & Freight	\$ 1,392.80
133154	DIXON, KAREN	Conference	\$ 237.00
133155	CUGGIA, CONDA	Consultants & Other Services	\$ 7,000.00
133156	RIVERSIDE COUNTY FIRE DEPT	Rentals	\$ 321.45
133157	CHAVIRA, REJOICE C	Conference	\$ 600.00
133158	MT SAN JACINTO COLLEGE	Other Expense & Fees	\$ 1,500.00
133159	WESTMINSTER PRESS INC	Consultants & Other Services	\$ 1,850.04
133160	LEVESQUE, ROBERT	Conference	\$ 887.50
133161	SBCSBA	Conference	\$ 40.00
133162	VERIZON WIRELESS	Phone Utilities	\$ 246.18
133163	MUSEUM OF TOLERANCE	Other Expenses & Fees	\$ 336.00
133164	DAN LYMAN CONSTRUCTION	Repairs & Maintenance	\$ 1,982.63
133165	DAN LYMAN CONSTRUCTION	Repairs & Maintenance	\$ 1,765.15
133166	WOLPE, LISA	Consultants & Other Services	\$ 800.00
133167	LOMA LINDA UNIVERSITY	Consultants & Other Services	\$ 500.00
133168	BRUSTEIN & MANASEVIT PLLC	Conference	\$ 150.00
133169	MASSTECH AMERICAS INC	Contract Services	\$ 6,192.63
133170	BIOEXPRESS	Instructional Supplies	\$ 113.16
133171	AMERICAN SOCIETY	Reference Books	\$ 64.36
133172	DELL COMPUTER COMPANY	IT Equipment	\$ 2,184.66
133173	APPLE COMPUTER INC	IT Equipment	\$ 1,586.64
133174	SBCSBA	Conference	\$ 40.00
133175	HARLOW'S KITCHEN CONCEPTS	Equipment	\$ 754.92
133176	STAPLES	Non-instructional Supplies	\$ 89.86
133177	ETD CREATIVE SERVICES	Consultants & Other Services	\$ 440.00
133178	AMERICAN PUBLIC TELEVISION	Broadcast Program Rights	\$ 1,602.00
133179	AMERICAN PUBLIC TELEVISION	Broadcast Program Rights	\$ 518.00
133180	DELL COMPUTER COMPANY	Non-instructional Supplies	\$ 373.98
133181	RIVERSIDE COUNTY	Conference	\$ 100.00
133182	INMARK	Non-instructional Supplies	\$ 43.49
133183	STAPLES	Non-instructional Supplies	\$ 279.64
133184	LAKESHORE LEARNING MATERIALS	Instructional Supplies	\$ 1,080.00
133185	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	\$ 1,080.00
133186	STAPLES	Non-instructional Supplies	\$ 191.20
133187	US BANK CORPORATE PMT SYSTEMS	Advertising	\$ 219.94
133188	US BANK CORPORATE PMT SYSTEMS	Reference Books	\$ 231.17
133189	RED WHEEL WEISER LLC	Other Expenses & Fees	\$ 300.00

Purchase Order Board Report
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PO No.	Vendor Name	Purchase Order Description	Amount
133190	MCGRAW-HILL	Other Expenses & Fees	\$ 300.00
133191	FARONICS TECHNOLOGIES INC	Computer Systems Maintenance Agmnts	\$ 4,499.26
133192	DEWEY PEST CONTROL INC	Consultants & Other Services	\$ 275.00
133193	CCCEOPSA	Conference	\$ 125.00
133194	INLAND EMPIRE CONCERNED	Advertising	\$ 280.00
133195	TWO CATS PRODUCTIONS	Other Expenses & Fees	\$ 17.95
133196	CITIZENS BUSINESS BANK ARENA	Other Expenses & Fees	\$ 24,976.00
133197	CALWORKS ASSOC	Conference	\$ 325.00
133198	REGENTS - U C	Consultants & Other Services	\$ 50,000.00
133199	HARRIS CONNECT	Consultants & Other Services	\$ 2,524.50
133200	MERJIL, MARK	Other Expenses & Fees	\$ 25.00
133201	GASCA, SUSAN	Conference	\$ 220.00
133202	ROWELL, DONNA	Broadcast Program Rights	\$ 400.00
133203	MOLECULAR EXPRESS INC	Consultants & Other Services	\$ 55,000.00
133204	DESERT VALLEY HOSPITAL	Self Insurance Claims	\$ 877.87
133205	EL TORITO REAL MEX RESTAURANTS	Other Expenses & Fees	\$ 932.34
133206	CHAIR ACADEMY, THE	Conference	\$ 465.00
133207	SMITH, JAMES	Conference	\$ 485.00
133208	WATSON BROS INC	Repairs & Maintenance	\$ 1,566.00
133209	SANCHEZ, JULIA	Mileage Reimbursement	\$ 300.00
133210	TACTILE VISION INC	Consultants & Other Services	\$ 8,000.00
133211	INLAND EMPIRE TOURS & TRANSPOR	Bus Rentals	\$ 632.50
133212	INLAND EMPIRE TOURS & TRANSPOR	Bus Rentals	\$ 680.00
133213	GILBERT, JEREMIAH	Conference	\$ 545.35
133214	DULGEROFF, JAMES	Conference	\$ 750.00
133215	ENGSTROM, VANESSA	Conference	\$ 750.00
133216	KLEIN, ANN	Conference	\$ 403.26
133217	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 500.00
133218	CCCCIO	Conference	\$ 380.00
133219	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 267.30
133220	IKEDA, MARK	Conference	\$ 545.16
133221	SINGER, DONALD L	Conference	\$ 828.67
133222	WEST PUBLISHING CORPORATION	Library Books Expansion	\$ 140.40
133223	BATTLE, YENDIS	Non-instructional Supplies	\$ 12.95
133224	STAPLES	Non-instructional Supplies	\$ 724.13
133225	FLINN SCIENTIFIC INC	Reference Books	\$ 544.78
133226	FLINN SCIENTIFIC INC	Instructional Supplies	\$ 165.87
133227	STAPLES	Non-instructional Supplies	\$ 2,856.80
133228	STAPLES	Non-instructional Supplies	\$ 134.75
133229	AMAZON.COM	Instructional Supplies	\$ 85.62
133230	STORAGE SHEDS OUTLET	Equipment	\$ 1,295.99
133231	STAPLES	Non-instructional Supplies	\$ 172.39
133232	TRIARCH INC	Instructional Supplies	\$ 61.84
133233	STAPLES	Instructional Supplies	\$ 54.86
133234	LIFEGUARD STORE, THE	Instructional Supplies	\$ 420.39

Purchase Order Board Report
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PO No.	Vendor Name	Purchase Order Description	Amount
133235	MIDWEST GLOBAL GROUP INC	Other Expenses & Fees	\$ 859.78
133236	BEST EQUIPMENT	Repairs & Maintenance	\$ 1,332.58
133237	MINUCCI, NATALIE	Non-instructional Supplies	\$ 256.28
133238	MANZO, BERENICE	Non-instructional Supplies	\$ 9.72
133239	MIDDLE COLLEGE NATIONAL CONSOR	Conference	\$ 3,750.00
133240	DIVISION OF STATE ARCHITECT	New Buildings	\$ 225,000.00
133241	PLAZA II COMPLETE AUTO REPAIR	Equipment	\$ 4,107.19
133242	HIPSKIND, IRENE	Consultants & Other Services	\$ 6,000.00
133243	CARMEN'S CUSTOM DRAPERY	Equipment	\$ 422.69
133244	INNOV8 CREATIVE GROUP	Consultants & Other Services	\$ 25,000.00
133245	LEXISNEXIS	Reference Books	\$ 152.06
133246	STATER BROS MARKETS	Refreshments	\$ 500.00
133247	EFFECTIVE PRESENTATIONS INC	Conference	\$ 1,182.60
133248	GOVERNMENT FINANCE OFFICERS	Reference Books	\$ 105.20
133249	CYNMAR CORPORATION	Instructional Supplies	\$ 762.05
133250	PLUMBING PIPING & CONST INC	Repairs & Maintenance	\$ 2,125.73
133251	DIAZ, MARIA ELENA	Conference	\$ 132.98
133252	WHITTAKER ALUMINUM INC	Repairs & Maintenance	\$ 2,114.00
133253	COUTS HEATING AND COOLING INC	Repairs & Maintenance	\$ 775.00
133254	COUTS HEATING AND COOLING INC	Repairs & Maintenance	\$ 5,500.00
133255	COUTS HEATING AND COOLING INC	Repairs & Maintenance	\$ 2,400.00
133256	COUTS HEATING AND COOLING INC	Repairs & Maintenance	\$ 1,781.00
133257	SBVC FOOD SERVICES	Conference	\$ 40.57
133258	BAHNER, DANIEL	Refreshments	\$ 175.97
133259	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 85.50
133260	VERIZON CALIFORNIA	Phone Utilities	\$ 27,500.00
133261	STAPLES	Non-instructional Supplies	\$ 579.24
133262	AWARDS & SPECIALTIES	Non-instructional Supplies	\$ 18.36
133263	STAPLES	Non-instructional Supplies	\$ 1,584.13
133264	KELLY PAPER COMPANY	Non-instructional Supplies	\$ 1,850.04
133265	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$ 500.00
133266	STAPLES	Instructional Supplies	\$ 230.01
133267	HACU MEMBERSHIP	Dues & Memberships	\$ 5,375.00
133268	SOFTER WARE INC	Contract Services	\$ 4,250.00
133269	ALLIANCE OF HSI EDUCATORS	Conference	\$ 225.00
133270	KUCK, GLEN	Conference	\$ 250.00
133271	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 2,200.00
133272	ENTERPRISE MEDIA	Advertising	\$ 2,017.80
133273	G/M BUSINESS INTERIORS	Equipment	\$ 1,556.24
133274	APPLE COMPUTER INC	IT Equipment	\$ 898.32
133275	RIVERSIDE WINNELSON CO	Equipment	\$ 1,671.84
133276	BADGE EXPRESS	Non-instructional Supplies	\$ 54.05
133277	SHRED-IT	Consultants & Other Services	\$ 780.00
133278	DESERT BUSINESS INTERIORS	Equipment	\$ 5,047.84
133279	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 1,617.00

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PO No.	Vendor Name	Purchase Order Description	Amount
133280	NAFSA AIEAIE	Conference	\$ 1,859.00
133281	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 330.00
133282	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 400.00
133283	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 330.00
133284	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 400.00
133285	STAPLES	Non-instructional Supplies	\$ 134.23
133286	WQED MULTIMEDIA	Other Expenses & Fees	\$ 300.00
133287	HARDY DIAGNOSTICS	Instructional Supplies	\$ 131.34
133288	POCKET NURSE	Instructional Supplies	\$ 1,241.18
133289	STAPLES	Non-instructional Supplies	\$ 57.51
133290	UNIVERSITY ENTERPRISES INC	Classroom Textbooks	\$ 1,217.16
133291	SEHI COMPUTER PRODUCTS INC	IT Equipment	\$ 3,119.64
133292	HANNON, CAROL G	Conference	\$ 151.00
133293	TRAN, MIKE	Conference	\$ 191.00
133294	ROWLEY, KATHLEEN	Conference	\$ 20.00
133295	US BANK CORPORATE PMT SYSTEMS	Refreshments	\$ 500.00
133296	GRAINGER INC, W W	Non-instructional Supplies	\$ 306.05
133297	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$ 149.02
133298	SHALIMAR TOURS & CHARTER	Bus Rentals	\$ 857.14
133299	WIRZ & COMPANY PRINTING INC	Advertising	\$ 831.60
133300	VERIZON WIRELESS	Phone Utilities	\$ 410.29
133301	LIFETIME MEMORY PRODUCTS	Non-instructional Supplies	\$ 212.20
133302	DIVISION OF STATE ARCHITECT	New Buildings	\$ 93,440.00
133303	OMNITRANS	Student Transportation Fee	\$ 83,671.00
133304	OMNITRANS	Student Transportation Fee	\$ 36,624.00
133305	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$ 48.12
133306	BRIGGS, STEPHANIE	Conference	\$ 200.00
133307	ZOUMBOS, NICKOLAS W	Conference	\$ 1,587.77
133308	STRATEGIC MULTI MEDIA	Advertising	\$ 2,057.89
133309	WHIPPOORWILL PRODUCTION LLC	Advertising	\$ 18,500.00
133310	WALTON, DR EDWARD D	Consultants & Other Services	\$ 4,604.00
133311	HEALTHWISE EXERCISE LLC	Other Expenses & Fees	\$ 200.00
133312	KELLY SPACE & TECHNOLOGY INC	Consultants & Other Services	\$ 30,000.00
133313	SBVC FOOD SERVICES	Other Expenses & Fees	\$ 118.64
133314	INSIGHT MEDIA	Media	\$ 727.32
133315	AIRCRAFT SPRUCE & SPECIALTY	Equipment	\$ 932.04
133316	STAPLES	Non-instructional Supplies	\$ 163.00
133317	GRAINGER INC, W W	Instructional Supplies	\$ 269.27
133318	GRAINGER INC, W W	Non-instructional Supplies	\$ 85.70
133319	STAPLES	Non-instructional Supplies	\$ 80.85
133320	PLUMBING PIPING & CONST INC	New Buildings	\$ 3,518.00
133321	EDUCAUSE	Contract Services	\$ 40.00
133322	GASCA, SUSAN	Conference	\$ 350.00
133323	VERIZON WIRELESS	Phone Utilities	\$ 250.00
133324	COMMUNITY COLLEGE LEAGUE	Conference	\$ 580.00

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PO No.	Vendor Name	Purchase Order Description	Amount
133325	BOND, JOYCE	Conference	\$ 151.00
133326	BRUSTEIN & MANASEVIT PLLC	Conference	\$ 300.00
133327	US POSTAL SERVICE	Postage & Freight	\$ 598.00
133328	COMPUTERLAND OF SILICON VALLEY	Contract Services	\$ 1,827.08
133329	PATTON SALES CORP	Instructional Supplies	\$ 2,977.67
133330	COLTON TRUCK SUPPLY	Instructional Supplies	\$ 1,164.39
133331	COLTON TRUCK SUPPLY	Non instructional Supplies	\$ 105.83
133332	STAPLES	Non-instructional Supplies	\$ 3,455.57
133333	DEMCO INC	Equipment	\$ 1,071.62
133334	SCANTRON CORPORATION	Instructional Supplies	\$ 157.40
133335	AIRCRAFT SPRUCE & SPECIALTY	Instructional Supplies	\$ 1,498.07
133336	ELECTRONIX EXPRESS	Instructional Supplies	\$ 243.00
133337	GRAYBAR ELECTRIC	Instructional Supplies	\$ 1,296.68
133338	CONSOLIDATED ELECTRICAL DIST	Instructional Supplies	\$ 1,441.18
133339	AIRCRAFT SPRUCE & SPECIALTY	Media	\$ 394.21
133340	AIRCRAFT SPRUCE & SPECIALTY	Equipment	\$ 332.80
133341	FLINN SCIENTIFIC INC	Instructional Supplies	\$ 72.03
133342	HARDY DIAGNOSTICS	Instructional Supplies	\$ 101.62
133343	GRAINGER INC, W W	Non-instructional Supplies	\$ 129.85
133344	STAPLES	Equipment	\$ 572.39
133345	KELLY PAPER COMPANY	Non-instructional Supplies	\$ 495.72
133346	PRESSMANS PRIDE	Non-instructional Supplies	\$ 448.47
133347	PRIORITY MAILING SYSTEMS LLC	Non-instructional Supplies	\$ 169.92
133348	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 1,290.25
133349	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 1,091.40
133350	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 1,091.40
133351	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 1,358.40
133352	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 1,155.30
133353	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 829.10
133354	AUTO ZONE #2875	Non-instructional Supplies	\$ 300.00
133355	UNITED PARCEL SERVICE	Postage & Freight	\$ 110.35
133356	HARBOR FREIGHT TOOLS CO	Non-instructional Supplies	\$ 71.25
133357	DART AIRCRAFT PARTS	Equipment	\$ 2,248.87
133358	D V V ASSOC INC	Consultants & Other Services	\$ 12,250.00
133359	HILTON HOTEL - SAN BERNARDINO	Other Expenses & Fees	\$ 9,926.60
133360	ENCO SYSTEEMS INC	Contract Services	\$ 1,907.40
133361	URBAN REZ PRODUCTIONS INC	Broadcast Program Rights	\$ 15,015.00
133362	ETD CREATIVE SERVICES	Consultants & Other Services	\$ 440.00
133363	VISION MAKER MEDIA	Broadcast Program Rights	\$ 10,530.00
133364	MERIT OIL CO	Non-instructional Supplies	\$ 2,673.00
133365	INLAND COMPUTER SYSTEMS	Repairs & Maintenance	\$ 361.75
133366	CHRISTY WHITE ACCOUNTANCY CORP	Audit Expenses	\$ 7,000.00
133367	SBVC FOOD SERVICES	Other Expenses & Fees	\$ 181.84
133368	AMERICAN COLLEGE HEALTH ASSN	Other Expenses & Fees	\$ 1,125.00
133369	STAPLES	Non-instructional Supplies	\$ 182.53

Purchase Order Board Report
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PO No.	Vendor Name	Purchase Order Description	Amount
133370	STAPLES	Non-instructional Supplies	\$ 301.30
133371	STAPLES	Non-instructional Supplies	\$ 256.61
133372	BADGE EXPRESS	Non-instructional Supplies	\$ 35.83
133373	NTD ARCHITECTURE	New Buildings	\$ 145.00
133374	MENCHACA, PATRICIA	Mileage Reimbursement	\$ 40.23
133375	DELL COMPUTER COMPANY	IT Equipment	\$ 1,383.46
133376	DELL COMPUTER COMPANY	IT Equipment	\$ 505.38
133377	AMAZON.COM	Instructional Supplies	\$ 85.62
133378	FISHER SCIENTIFIC	Instructional Supplies	\$ 92.74
133379	AMAZON.COM	Equipment	\$ 927.32
133380	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 1,483.00
133381	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 1,119.00
133382	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 2,616.00
133383	GREYSTONES GROUP	Conference	\$ 550.00
133384	BOGH, DEBRA	Conference	\$ 1,470.09
133385	BISHOP, ROBIN	Conference	\$ 1,000.00
133386	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 1,160.00
133387	BAHNER, DANIEL	Conference	\$ 600.00
133388	AMERICAN PUBLIC TELEVISION	Broadcast Program Rights	\$ 578.00
133389	SOUTH COUNTY PEST CONTROL INC	Consultants & Other Services	\$ 3,400.00
133390	LLOYD'S PLUMBING	Repairs and Maintenance	\$ 120.00
133391	YBARRA, MARTHA	Other Expenses & Fees	\$ 25.00
133392	KMOS TV6	Other Expenses & Fees	\$ 9.18
133393	ALSIP, ANDEE	Other Expenses & Fees	\$ 350.00
133394	DICK BLICK ART MATERIALS	Non-instructional Supplies	\$ 294.14
133395	TALLMAN, KAREN	Non-instructional Supplies	\$ 38.86
133396	STAPLES	Non-instructional Supplies	\$ 119.16
133397	STAPLES	Non-instructional Supplies	\$ 123.12
133398	STAPLES	Non-instructional Supplies	\$ 58.95
133399	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$ 113.27
133400	APPLE COMPUTER INC	IT Equipment	\$ 1,277.35
133401	APPLE COMPUTER INC	IT Equipment	\$ 701.71
133402	HIGHPOINT MGMT GROUP	Consultants & Other Services	\$ 15,120.00
133403	MULTIN ELECTRIC INC	Consultants & Other Services	\$ 146.00
133404	MADRID CONSULTING GROUP LLC	Consultants & Other Services	\$ 45,000.00
133405	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 2,000.00
133406	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 66.00
133407	REYES, ARTURO	Conference	\$ 1,083.20
133408	HENRY, DR KATHLEEN	Conference	\$ 1,009.96
133409	ALVAREZ, VICENTE	Conference	\$ 435.00
133410	VASQUEZ, TATIANA	Conference	\$ 445.00
133411	WICKSTROM	Conference	\$ 810.00
133412	CHILDERS, KAREN	Conference	\$ 600.00
133413	GREYSTONE CONSULTING LLC	Conference	\$ 550.00
133414	BANGASSER,SUSAN	Conference	\$ 450.00

Purchase Order Board Report
March 14, 2013

PO No.	Vendor Name	Purchase Order Description	Amount
133415	YUCAIPA NEWS MIRROR	Advertising	\$ 486.00
133416	BRAZEAL, BRIAN	Broadcast Program Rights	\$ 500.00
133417	SYMANTEC CORP	Software	\$ 995.00
133418	CPP CENTER FOR INFO ASSURANCE	Other Expenses & Fees	\$ 2,000.00
133419	STATE BOARD OF EQUALIZATION	Other Expenses & Fees	\$ 205.00
133420	COOK, LAWRENCE	Conference	\$ 462.60
133421	SBCCD PRINTING SERVICES	Non-instructional Supplies	\$ 1,000.00
133422	ROBINSON, JAMES S	Conference	\$ 750.00
133423	RAGHAVAN, GIRIJA	Conference	\$ 20.00
133424	SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 45.00
133425	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 247.72
133426	BLANQUET, FRANCISCO	Mileage Reimbursement	\$ 68.22
133427	REVOLVING CASH	Athletic Entry Fee	\$ 475.00
133428	SKILLPATH SEMINARS	Conference	\$ 149.00
133429	BOGH, DEBRA	Conference	\$ 600.00
133430	HARRISON, GLORIA M	Conference	\$ 182.52
133431	SUTORUS, STEVE	Conference	\$ 300.00
133432	CM SCHOOL SUPPLY CO	Equipment	\$ 12,036.16
133433	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$ 1,071.90
133434	STAPLES	Non-instructional Supplies	\$ 348.23
133435	STAPLES	Non-instructional Supplies	\$ 359.31
133436	STAPLES	Non-instructional Supplies	\$ 213.11
133437	B & S GRAPHICS INC	Non-instructional Supplies	\$ 101.80
133438	STAPLES	Non-instructional Supplies	\$ 85.13
133439	COSTCO	Other Expenses & Fees	\$ 435.36
133440	SESAC INC	Other Expenses & Fees	\$ 126.48
133441	TIMELESS PLAQUES AND AWARDS	Other Expenses & Fees	\$ 642.52
133442	STEPHENSON'S FLOWERS	Other Expenses & Fees	\$ 648.00
133443	COAST FITNESS REPAIR SHOP	Repairs & Maintenance	\$ 493.60
133444	STAPLES	Non-instructional Supplies	\$ 190.15
133445	MORENO, MAY	Other Student Aid	\$ 2,000.00
133446	MARKET LAB HEALTH CARE	Non-instructional Supplies	\$ 75.39
133447	MARKET LAB HEALTH CARE	Equipment	\$ 276.43
133448	AMAZON.COM	Instructional Supplies	\$ 499.61
133449	KAPOOR, ANIL	Non-instructional Supplies	\$ 28.59
133450	SPECTRUM INDUSTRIES INC	Equipment	\$ 28,089.80
133451	BANOLA, JOHN	Reference Books	\$ 223.06
133452	AIRGAS USA LLC	Non-instructional Supplies	\$ 424.61
133453	BANKCARD CENTER	Repairs & Maintenance	\$ 1,152.03
133454	STAPLES	Non-instructional Supplies	\$ 384.58
133455	HANSEN, ROSEMARIE	Instructional Supplies	\$ 50.18
133456	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 1,500.00
133457	GRAYBAR ELECTRIC	Instructional Supplies	\$ 271.10
133458	SBVC SUN ROOM	Conference	\$ 180.31
133459	SBVC SUN ROOM	Other Expenses & Fees	\$ 51.52

Purchase Order Board Report
March 14, 2013

PO No.	Vendor Name	Purchase Order Description	Amount
133460	US BANK CORPORATE PMT SYSTEMS	Refreshments	\$ 35.00
133461	US BANK CORPORATE PMT SYSTEMS	Reference Books	\$ 46.74
133462	SBCCD PRINTING SERVICES	Non-instructional Supplies	\$ 198.00
133463	STAPLES	Non-instructional Supplies	\$ 249.00
133464	DELL COMPUTER COMPANY	Non-instructional Supplies	\$ 1,668.73
133465	PTDA	Media	\$ 630.08
133466	FILMS FOR THE HUMANITIES INC	Media	\$ 672.59
133467	PRESS-ENTERPRISE, THE	Magazines & Subscriptions	\$ 72.80
133468	DELL COMPUTER COMPANY	IT Equipment	\$ 6,212.54
133469	DELL COMPUTER COMPANY	IT Equipment	\$ 5,264.29
133470	AMAZON.COM	IT Equipment	\$ 2,340.71
133471	POCKET NURSE	Instructional Supplies	\$ 523.32
133472	PATTON SALES CORP	Instructional Supplies	\$ 222.12
133473	SARGENT WELCH	Instructional Supplies	\$ 242.83
133474	FISHER SCIENTIFIC	Instructional Supplies	\$ 1,013.53
133475	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$ 186.36
133476	DIGITAL HOLLYWOOD	Equipment	\$ 8,714.12
133477	IKON OFFICE SOLUTIONS INC	Equipment	\$ 4,251.96
133478	GRAYBAR ELECTRIC	Equipment	\$ 599.15
133479	DAIGGER	Equipment	\$ 4,988.40
133480	POCKET NURSE	Equipment	\$ 392.04
133481	LIPSCOMB, MARTHA DATEMA	Consultants & Other Services	\$ 4,000.00
133482	VENUTO, LOUIS	Consultants & Other Services	\$ 11,100.00
133483	TOTAL COMPENSATION SYSTEMS INC	Consultants & Other Services	\$ 1,800.00
133484	LILLARD, SHERRI	Conference	\$ 432.00
133485	RIENSTA, ROBERT	Conference	\$ 560.79
133486	GREENBERG, SANDRA	Conference	\$ 860.00
133487	HEIBEL, TODD	Conference	\$ 325.00
133488	KOEPER, JOHN T	Conference	\$ 158.88
133489	FLOERKE, JENNIFER	Conference	\$ 600.00
133490	MORENO, MARIANA	Conference	\$ 600.00
133491	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 397.77
133492	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 397.77
133493	GREYSTONES GROUP	Conference	\$ 75.00
133494	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 535.59
133495	ON COURSE INC	Conference	\$ 1,050.00
133496	MARTINEZ, MICHELLE	Conference	\$ 251.00
133497	NG, CHARLIE	Conference	\$ 300.00
133498	CALWORKS ASSOC	Conference	\$ 325.00
133499	TILLMAN, SHALITA	Conference	\$ 478.88
133500	PUBLIC RADIO INTERNATIONAL	Broadcast Program Rights	\$ 6,292.54
133501	AMERICAN PUBLIC TELEVISION	Broadcast Program Rights	\$ 561.00
133502	US BANK CORPORATE PMT SYSTEMS	Advertising	\$ 425.00
133503	ARK CHRISTIAN PRESCHOOL, THE	Other Student Aid	\$ 3,000.00
133504	SBVC FOOD SERVICES	Other Expenses & Fees	\$ 1,984.21

Purchase Order Board Report
March 14, 2013

PO No.	Vendor Name	Purchase Order Description	Amount
133505	MIZUTANI, MARI	Consultants & Other Services	\$ 800.00
133506	LOMA LINDA UNIVERSITY	Self Insurance Claims	\$ 433.00
133507	BLAZE OUT EXTINGUISHER CO	Repairs & Maintenance	\$ 851.48
133508	BLAZE OUT EXTINGUISHER CO	Repairs & Maintenance	\$ 912.30
133509	PAT'S POTS	Rentals	\$ 160.00
133510	SANCHEZ, JULIA	Refreshments	\$ 25.37
133511	SBVC CAMPUS BUSINESS OFFICE	Other Student Aid	\$ 740.00
133512	SBVC FOOD SERVICES	Other Expenses & Fees	\$ 35.89
133513	KELLY SPACE & TECHNOLOGY INC	Other Expense & Fees	\$ 1,200.00
133514	GILBERT, JEREMIAH	Conference	\$ 450.00
133515	RODRIGUEZ, MARIA DEL CARMEN	Conference	\$ 421.52
133516	MORENO, MARIANA	Conference	\$ 251.00
133517	PBS ANNUAL MEETING	Conference	\$ 1,280.00
133518	BRAGGINS, ALAN	Conference	\$ 150.00
133519	AMERICAN EXPRESS - US PAYMENTS	Conference	\$ 671.30
133520	BRAGGINS, ALAN	Conference	\$ 760.00
133521	BANGEE FLEET INC	Bus Rentals	\$ 820.00
133522	THOMSON REUTERS/BARCLAYS	Reference Books	\$ 457.75
133523	US BANK CORPORATE PMT SYSTEMS	Advertising	\$ 1,000.00
133524	ROCHE, JOSHUA	Non-instructional Supplies	\$ 82.48
133525	STAPLES	Non-instructional Supplies	\$ 120.13
133526	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$ 104.99
133527	GRAINGER INC, W W	Non-instructional Supplies	\$ 83.48
133528	ROYAL WHOLESALE ELECTRIC	Instructional Supplies	\$ 120.25
133529	BRAMBLEBERRY SOAP SUPPLIES	Instructional Supplies	\$ 91.72
133530	ROYAL WHOLESALE ELECTRIC	Equipment	\$ 883.21
133531	ROYAL WHOLESALE ELECTRIC	Equipment	\$ 292.96
133532	MEADOWS MEDICAL SUPPLY	Equipment	\$ 808.40
133533	REVOLVING CASH	Athletic Entry Fee	\$ 325.00
Total Purchase Orders: 434		Total Encumbrances:	<u>\$ 1,266,981.37</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: March 14, 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 February 28, 2013 is \$14,833,047. It includes a \$4,975,000 constitutional advance, which is scheduled to be repaid this April.

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
Beginning Cash Balance	14,041	35,264	37,353	23,983	22,076	19,792	20,735	16,737	14,833	9,519	12,298	6,361		
Receipts														
Federal	12	105	177	-61	599	644	2	19	275	469	402	1,860	335	4,840
State	417	4,245	3,891	2,151	3,285	7,653	1,218	2,733	1,284	1,784	1,309	14,800	16,035	60,806
State Deferrals	13,750	1,738		2,132										17,620
Local		2,953	317	9	1,932	4,563	2,081	2,173	382	3,286	382	575	1,280	19,933
Temporary Borrowings	9,950									10,000				19,950
Inc Transfer & Sale of Assets		9				5								14
Accounts Receivable/Accruals	2,679	1,080	331	639	573	59	24	-189	140	110				5,447
Total Receipts	26,810	10,130	4,716	4,870	6,390	12,924	3,325	4,736	2,081	15,650	2,093	17,235	17,651	128,610
Disbursements														
Academic Salaries		918	2,737	2,859	2,873	2,914	2,985	2,669	2,850	2,850	2,850	2,850	1,075	30,431
Classified Salaries	1,477	1,400	1,626	1,749	1,875	1,924	1,747	1,560	1,810	1,825	1,825	1,830	200	20,847
Benefits	695	1,081	1,283	1,308	1,300	1,324	1,298	1,257	1,300	1,300	1,300	1,300	115	14,861
Supplies & Materials	21	147	60	119	105	82	129	80	145	180	180	160	154	1,561
Other Operating Exp	398	1,337	1,087	879	776	579	742	650	1,010	1,418	1,515	713	2,783	13,886
Capital Outlay	1	32	31	77	114	89	67	300	160	207	220	250	204	1,752
Other Outgo	750	78	92	278	979	83	114	93	120	115	140	115		2,958
Loan Repayment			10,000			4,975				4,975				19,950
Accounts Payable/Accruals	2,245	3,048	1,170	-492	653	11	241	31						6,906
Total Disbursements	5,587	8,041	18,086	6,776	8,674	11,982	7,323	6,640	7,395	12,870	8,030	7,217	4,531	113,152
Ending Cash Balance	35,264	37,353	23,983	22,076	19,792	20,735	16,737	14,833	9,519	12,298	6,361	16,379		

*Rounded to the nearest 1,000.

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: March 14, 2012
SUBJECT: Quarterly Financial Status Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District is required to report its financial and budgetary conditions to the Chancellor's Office quarterly on the attached CCFS-311Q form.

ANALYSIS

This report reflects the District's ability to operate during 2012-13 within its fiscal means, with the use of short-term borrowing to meet its cash flow needs.

Questions may be addressed to the Fiscal Services Office.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q
ENTER OR EDIT CURRENT DATA**

CHANGE THE PERIOD

District: (980) SAN BERNARDINO

Fiscal Year: 2012-2013
Quarter Ended: (Q2) Dec 31, 2012

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Projected Actuals as of June 30 (Col. 4)
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
Closed for edits after Feb 16, 2013					
A. Revenues:					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	68,512,565	70,615,170	26,500,546	70,615,170
A.2	Other Financing Sources (Object 8900)	12,450	12,450	13,973	12,450
A.3	Total Unrestricted Revenue (A.1 + A.2)	68,525,015	70,627,620	26,514,519	70,627,620
B. Expenditures:					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	70,177,621	70,563,402	29,615,893	70,563,402
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,540,978	2,524,490	2,042,446	2,524,490
B.3	Total Unrestricted Expenditures (B.1 + B.2)	72,718,599	73,087,892	31,658,339	73,087,892
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-4,193,584	-2,460,272	-5,143,820	-2,460,272
D. Fund Balance, Beginning					
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	21,454,834	21,454,834	21,454,834	21,454,834
E.	Fund Balance, Ending (C. + D.2)	17,261,250	18,994,562	16,311,014	18,994,562
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	23.7%	26%	51.5%	26%

SAVE EDITS >>

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	13,178
-----	---	--------

III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Amount as of the Specified Quarter Ended	
H.1	Cash, excluding borrowed funds	20,734,897
H.2	Cash, borrowed funds only	0
H.3	Total Cash (H.1 + H.2)	20,734,897

IV. Has the district settled any employee contracts during this quarter? Yes No

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Permanent		Temporary		Total Cost Increase	% *
			Total Cost Increase	% *	Total Cost Increase	% *		
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

SAVE EDITS >>

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Permanent		Temporary		Total Cost Increase	% *
			Total Cost Increase	% *	Total Cost Increase	% *		
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **NO**
 This year? **NO**
 Next year? **NO**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA**

CHANGE THE PERIOD

Fiscal Year: 2012-2013

Quarter Ended: (Q2) Dec 31, 2012

District: (980) SAN BERNARDINO

Your Quarterly Data is Certified for this quarter.

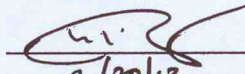
Chief Business Officer

CBO Name: Charlie Ng

CBO Phone: 909-382-4029

CBO Signature:

Date Signed:

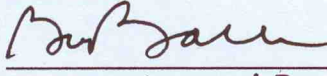


2/20/13

Chief Executive Officer Name: Bruce Baron

CEO Signature:

Date Signed:



2-20-13

Electronic Cert Date: 02/12/2013

District Contact Person

Name: Susan Ryckevic

Title: Senior Accountant

Telephone: 909-382-4029

Fax: 909-382-4029

E-Mail: srych@sbccd.org

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4554
Sacramento, California 95814-6511

Send questions to:
Christine Atalig (916)327-5772 atalig@ccccc.edu or Tracy Britten (916)323-6899 tbritten@ccccc.edu

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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: March 14, 2012
SUBJECT: Quarterly Investment Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

This report is submitted to the Board of Trustees pursuant to Government Code section 53646(b)(1) which states in part: "The treasurer or chief fiscal officer shall render a quarterly report to the chief executive officer, and/or the internal auditor and/or the legislative body of the local agency."

ANALYSIS

The report does not include funds deposited with the County of San Bernardino. Funds deposited with the County are subject to the County of San Bernardino Treasurer's Statement of Investment Policy and are available for review in the San Bernardino Community College District Fiscal Services office.

All other funds are managed in accordance with the District Investment Policy. Sufficient funds and projected incomes are available to meet the cash flow and expenditure needs of the District for the next six months.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item.



Quarterly Investment and Deposit Report

Quarter Ending December 31, 2012

Account	Amount	Interest	Type	Institution
General Fund				
Clearing Account	\$ 1,234,071.32	0.00	Checking	Citizens Business Bank, San Bernardino CA
Revolving Cash/Flex Fund	22,780.00	0.00	Checking	Citizens Business Bank, San Bernardino CA
	<u>\$ 1,256,851.32</u>			
Bond Fund	\$ 143,336,689.18	0.00	Investment	Bank of New York Mellon, Los Angeles CA
Enterprise Funds				
Bookstore	\$ 346,437.49	0.00	Checking	Bank of America, Colton CA
Cafeteria	150,026.23	0.00	Checking	Bank of America, Colton CA
Bookstore CD (<i>due 2/2/2014</i>)	104,589.58	(y)0.80	CD	Inland Valley Bank, Redlands CA
	<u>\$ 601,053.30</u>			
Internal Service Funds				
Workers Comp	62,025.95	0.10	Checking	Union Bank, Los Angeles CA
Property & Liability	25,000.00	0.00	Checking	Bank of America, Concord CA
	<u>\$ 87,025.95</u>			
Trust Funds				
Financial Aid	\$ (6,611.70)	0.00	Checking	Citizens Business Bank, San Bernardino CA
Cal Grant Financial Aid	39,569.38	0.05	Checking	Citizens Business Bank, San Bernardino CA
NDSL/Perkins	83,681.99	0.00	Checking	Citizens Business Bank, San Bernardino CA
Scholarships	24,473.26	0.20	Checking	Community Bank, Redlands CA
Emergency Loan	17,444.53	0.00	Checking	Community Bank, Redlands CA
SBVC Clubs/Trusts	177,771.45	0.00	Checking	Wells Fargo, San Bernardino CA
SBVC ASB	191,565.41	0.00	Checking	Wells Fargo, San Bernardino CA
CHC Clubs/Trust & ASB	75,165.27	0.00	Checking	Bank of America, Yucaipa CA
Scholarships	90,228.61	0.70	Money Market	Inland Valley Bank, Redlands CA
SBVC/CHC Student Rep Fee	130,024.47	0.00	Checking	Inland Valley Bank, Redlands CA
SBVC ASB CD (<i>due 12/3/13</i>)	47,374.49	(y)0.40	CD	Inland Valley Bank, Redlands CA
	<u>\$ 870,687.16</u>			
Total Checking, Savings & Investments	\$ 146,152,306.91			

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: March 14, 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 February (See attached)

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None



**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
CLERY ACT CRIMES
FEBRUARY 2013**

Case #	Reported	Reportable Clery Crimes	Location	Date (s)	Time (s)	Disposition
CRAFTON HILLS						
13c-012	2/4/13	Poss. of Marijuana	Parking Lot I	2/4/13	11:42am	Cited
13c-013	2/5/13	Traffic Stop/Marijuana	Sand Canyon Rd.	2/5/13	10:27am	Cited
13c-026	2/22/13	Burglary	M & O Yard	2/22/13	7:40am	Report taken

DISTRICT

No Clery Crimes

VALLEY

	2/11/13	Grand Theft	Mt. Vernon	2/11/13	7:49am	Referred to SBPD
	2/12/13	Grand Theft	K Street	2/12/13	8:40am	Referred to SBPD
13-082	2/14/13	Poss. of Marijuana	Mission Street	2/14/13	3:55pm	Cited
13-090	2/20/13	Smoking Marijuana	Bookstore	2/20/13	12:41pm	Cited
	2/20/13	Burglary	K Street	2/20/13	10:15pm	Referred to SBPD
13-095	2/21/13	Grand Theft	Swap Meet Lot	2/21/13	8:00pm	Report taken
	2/23/13	Smoking Marijuana	Mission Street	2/23/13	3:45pm	Unable to locate
	2/27/13	Robbery	Cafeteria	2/27/13	11:11am	Unfounded
	2/27/13	Grand Theft	Parking Lot #10	2/27/13	4:26pm	Unfounded
	2/28/13	Grand Theft	Esperanza	2/28/13	8:20pm	Referred to SBPD

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: March 14, 2013
SUBJECT: Administrative Procedure – 2260 Conflict of Interest

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The SBCCD is constantly reviewing its Board Policies and Administrative Procedures to ensure compliance with Title 5, California Education Code and current district/college needs.

ANALYSIS

The attached Administrative Procedure has been modified to include members of the Citizens Bond Oversight Committee and has gone through the collegial consultation process.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

None.

3
4 CONFLICT OF INTEREST

5
6 A. General

7
8 In order to merit the respect and confidence of the public trust, the District is governed by the highest
9 ideals of honesty and integrity in all public and personal relationships. Personal profit or any benefit
10 obtained through misuse of public or personal relationships is dishonest and will not be tolerated.
11 District faculty and staff should at no time, or under any circumstances, accept directly or indirectly,
12 any form of gift, gratuity, honorarium, loan, favors or service, entertainment, prejudicial discounts,
13 preferential treatment or other things of value or benefit, which might influence or appear to influence
14 any business or operation of the District.

15
16 Outside professional, private financial interests or arrangements, or the receipt of benefits from third
17 parties can create an actual or perceived appearance of impropriety. District faculty and staff must at
18 all times avoid the appearance of unethical or compromising practices in relationships, actions and
19 communications. In order to maintain the highest standard of ethical conduct, District faculty and staff
20 with other professional or financial interests shall disclose them in compliance with applicable conflict
21 of interest/conflict of commitment policies, and shall not engage in any activity or transaction which is
22 in violation of those policies. It is the responsibility of each District faculty and staff member to remain
23 free of financial interests and activities which are, or could be, detrimental or in conflict with the best
24 interests of the District.

25
26 B. Designated Employees

27
28 Persons holding positions listed below are considered designated employees. It has been determined
29 that these persons make or participate in the making of decisions which may have a foreseeable
30 material effect on financial interest.

31 **Disclosure Categories**

32

33 Board of Trustees	1
34 Chancellor	1
35 President, CHC	1
36 President, SBVC	1
37 President & General Manager, KVCR TV/FM	1
38 Vice Chancellor Fiscal Services	1
39 Vice Chancellor Human Resources	1
40 Vice President of Instruction	1
41 Vice President of Student Services	1
42 Vice President of Administrative Services	1
43 Retirement Board Authority	1
44 Business Manager	2
45 Executive Director, TESS	2
46 Executive Director, EDCT	2, 4
47 Executive Director, Facilities & Planning	2
48 Director, Human Resources	2
49 Director, Fiscal Services	2
50 Director, District Computing Services	2
51 <u>Citizens Bond Oversight Committee Members</u>	<u>2</u>
52 Police Chief	3
53 Deans	3
54 Associate Deans	3
55 Cafeteria/Snack Bar Manager	3
56 Director, Bookstore	3
57 Director of Maintenance & Operations	3
58 Consultants/New Positions*	

59

60 *Consultants are defined in Board Policy. The Chancellor may determine in writing that a particular
61 consultant, although a "designated person," is hired to perform a range of duties that are limited in scope
62 and thus is not required to comply with the disclosure requirements of one or more categories. Such
63 determination shall include a description of the consultant's duties and, based upon that description, a
64 statement of the extent of disclosure requirements. The Chancellor determination is public record and
65 shall be retained for public inspection in the same manner and location as this conflict of interest code.
66 (Gov. Code 81008). Nothing herein excuses any such consultant from any other provisions of the
67 Conflict of Interest Code.

68
69 C. Disclosure Categories

70
71 Category 1

72
73 All investments and business positions and sources of income from business (including gifts, loans, and
74 travel payments), and interests in real property.

75
76 Category 2

77
78 Investments and business positions in business entities, and sources of income (including gifts, loans,
79 and travel payments) of the type which contract with the San Bernardino Community College District to
80 provide services, supplies, materials, machinery or equipment utilized by the District.

81
82 Category 3

83
84 Investments and business positions in business entities (including gifts, loans, and travel payments) of
85 the type which contract with the designated position's department to provide services, supplies, materials,
86 machinery or equipment utilized by the department.

87
88 Category 4

89
90 All investments and business positions in, and sources of income (including gifts, and travel payments)
91 from a business entity or nonprofit organization, if the source is of the type to receive grants or other
92 monies from or through the San Bernardino Community College District.

93
94 D. Gifts and Honoraria

95
96 1. Gifts

97
98 No member of the Board or Designated Employee shall accept gifts with a total value of more than
99 \$390.00 in a calendar year from any single source, if the member or employee would be required to
100 report the receipt of income or gifts from that source on his or her statement of economic interests.

101
102 2. Honoraria

103
104 For purposes of the application of this section, an honorarium is a payment received for making a
105 speech, publishing an article, or attending any public or private conference, convention, meeting,
106 social event, meal or similar gathering. If the member or employee would be required to report the
107 receipt of income or gifts from that source on his or her statement of economic interests no member
108 of the Board or Designated Employee shall accept any honorarium from any source.

109
110 Reference:

111
112 Government Code §§ 1090, ET SEQ.; 1126, 87200 et seq.
113 California Code of Regulations, Title 2, § 18730 et seq.

114
115
116
117
118 Approved:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: March 14, 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

Candelaria, Bridget
Curasi, Gina
Enriquez, Jennine
Leon, Colleen
Meyer, Stacy
Morrison, Tracy
Plemons, Justine
Smith, Cecile

CHC

Contreras, Amber
Hegde, Raju
Hendrickson, Catherine
Simonson, Kristi
Winningham, Laura
Zuniga, Ruby