

1. **CALL TO ORDER – PLEDGE OF ALLEGIANCE**

2. **CONSIDERATION TO ADOPT A RESOLUTION TO RECOGNIZE THE CONTRIBUTIONS AND SERVICE OF SBCCD TRUSTEE DR. KATHLEEN “KATY” HENRY (p.5)**

3. **ANNOUNCEMENT OF CLOSED SESSION ITEMS**

- a. Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): 2 cases
- b. Conference with Labor Negotiators, Government Code 54957.6
Agency Negotiator(s): Dr. Lisa Norman and Bruce Baron
CTA, CSEA, Management/Supervisors, Confidential Employees
- c. Public Employee Performance Evaluation, Government Code 54957 - Title: Chancellor

4. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

The San Bernardino Community College Board of Trustees offers an opportunity for the public to address the Board on any agenda item prior to or during the Board’s consideration of that item. Matters not appearing on the agenda will be heard after the board has heard all action agenda items. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session.

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

This is an opportunity for members of the public to address the Board concerning closed session items.

5. **CONVENE CLOSED SESSION**

If closed session business is not concluded by 5:15pm, the Board will reconvene to the regular meeting and recess the Closed Session until the end of the meeting.

6. **RECONVENE PUBLIC MEETING**

7. **REPORT OF ACTION IN CLOSED SESSION (if any)**

8. **INSTITUTIONAL PRESENTATIONS**

- a. Citizens’ Bond Oversight Committee – Ken Coate
- b. Accreditation Report Status - Haragewen Kinde, SBVC ALO; Celia Huston, Co-Chair, ASLO; Jeremiah Gilbert, President, SBVC Academic Senate; Rebecca Warren-Marlatt, CHC ALO; Jim Holbrook, CHC Academic Senate; Ralph Rabago, Co-Chair, IEAOC; Bryan Reece, Co-Chair, IEAOC

9. **REPORTS**

Under Section 54954.2(a)(2) of the Brown Act, trustees are permitted to make a brief announcement or to make a brief report on his or her own activities. Reports from all groups are intended to be non-controversial and used for reporting on conferences, meetings, and other activities related to District business. No action will be taken.

- a. Board Members
- b. Student Trustees
- c. Chancellor

- d. CHC
 - i. President
 - ii. Academic Senate
 - iii. Classified Senate
 - iv. Associated Students
- e. SBVC
 - i. President
 - ii. Academic Senate
 - iii. Classified Senate
 - iv. Associated Students
- f. CSEA
- g. CTA

10. APPROVAL OF MINUTES

- a. September 2, 2015 (p.7)
- b. September 8, 2015 (p.9)
- c. September 10, 2015 (p.11)

11. PUBLIC COMMENTS ON AGENDA ITEMS

The San Bernardino Community College Board of Trustees offers an opportunity for the public to address the Board on any agenda item prior to or during the Board's consideration of that item. Matters not appearing on the agenda will be heard after the board has heard all action agenda items. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session.

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

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. BOARD OF TRUSTEES & CHANCELLOR

- i. None

b. INSTRUCTIONAL/STUDENT SERVICES

- i. Consideration of Approval of Curriculum Modifications – CHC (p.20)
- ii. Consideration of Approval of Designated Representatives to Serve as Official Representatives on the Executive Committee of the San Bernardino Community College District Consortium (p.22)
- iii. Consideration of Approval of Donation – CHC (p.23)
- iv. Consideration of Approval of Donation Cummins ISX Engine– SBVC (p.24)
- v. Consideration of Approval of Donation Textbooks – SBVC (p.25)
- vi. Consideration of Approval to Serve Champagne at Campus Events (p.26)

c. HUMAN RESOURCES

- i. Consideration of Acceptance of Employee Resignation (p.27)
- ii. Consideration of Approval of Adjunct and Substitute Academic Employees (p.28)
- iii. Consideration of Approval of Appointment of District Employees (p.30)
- iv. Consideration of Approval of District Volunteers (p.32)
- v. Consideration of Approval of Employee Promotion (p.35)
- vi. Consideration of Approval of Interim Management Appointments (p.36)
- vii. Consideration of Approval of Non-Instructional Pay for Academic Employees (p.37)
- viii. Consideration of Approval of Professional Expert Short-Term and Substitute Employees (p.04)
- ix. Consideration of Approval of Reclassifications (p.46)
- x. Consideration of Approval of Salary Step Advancement for Management Employee (p.48)
- xi. Consideration of Approval of Stipends for Head & Assistant Coaches (p.49)

- xii. Consideration of Approval of the Senior Research & Planning Analyst Classified Job Description (p.51)
- xiii. Consideration of Approval of Workers' Compensation Coverage for Volunteers (p.55)
- d. **BUSINESS & FISCAL SERVICES**
 - i. Consideration of Approval of Conference Attendance (p.57)
 - ii. Consideration of Approval of District & College Expenses (p.65)
 - iii. Consideration of Approval of Individual Memberships (p.76)
 - iv. Consideration of Approval of Professional Services Contracts (p.78)
 - v. Consideration of Approval of Purchase Orders (p.80)
 - vi. Consideration of Approval of Routine Contracts (p.88)
- e. **FACILITIES**
 - i. Consideration of Approval of Amendment 001 - Leighton Consulting (p.119)
 - ii. Consideration of Approval of Amendment 009 - Little Diversified (p.124)
 - iii. Consideration of Approval of Amendment 06 - HMC Architects (p.129)
 - iv. Consideration of Approval of Non-Bond Construction Change Orders (p.134)
- f. **RESOLUTIONS**
 - i. Consideration of Approval to Adopt a Resolution Recognizing November as National Native American Heritage Month and the District's Continuing Partnership with the San Manual Band of Mission Indians (p.137)
 - ii. Consideration of Resolution to Recognize November 11 2015 as Veteran's Day (p.139)
 - iii. Consideration to Adopt a Resolution Congratulating CSUSB on its 50th Anniversary (p.141)
 - iv. Consideration to Adopt a Resolution Expressing Support for November 16 2015 as United Nations International Day for Tolerance (p.143)

13. ACTION AGENDA

- a. **BOARD OF TRUSTEES & CHANCELLOR**
 - i. Consideration of Approval of 2016 Board Meeting Dates (p.145)
 - ii. Consideration of Approval of Board Orientation Handbook (p.148)
 - iii. Consideration of Approval to Name Board Room in Honor of Charles Terrell Jr. (p.190)
 - iv. Consideration of Approval to Create Ad Hoc Committees and Nominate Ad Hoc Committee Members (p.191)
 - v. Consideration of Approval to Reaffirm Board Imperatives and Approve 2015-2016 Board Goals (p.192)
 - vi. Consideration of Authorization for District to Participate in the Federal Communications Commission ("FCC") Incentive Auction for KVCR (p.197)
 - vii. Consideration of Approval to Fill the Vacancy on the Board of Trustees and Approve Process and Timeline (p.201)
 - viii. Consideration to Nominate and Approve a Replacement for Dr. Kathleen Henry to the City of Highland Redevelopment Successor Agency (p.208)
 - ix. Consideration to Nominate and Approve Committee Replacement Assignments (KVCR Foundation and EDCT Foundation) (p.210)
 - x. Consideration to Nominate and Elect a Vice President of the Board of Trustees (p.211)
- b. **INSTRUCTIONAL/STUDENT SERVICES**
 - i. None
- c. **HUMAN RESOURCES**
 - i. Consideration of Acceptance of Employee Retirement (p.212)
 - ii. Consideration of Approval of Presentation of CTA NEA's Initial Proposal to SBCCD for Negotiation (p.213)
 - iii. Consideration of Approval of Presentation of SBCCD's Initial Proposal to CTA NEA for Negotiation (p.215)
 - iv. Consideration of Approval of Public Hearing of SBCCD Initial Proposal to CTA NEA Negotiation (p.219)
- d. **BUSINESS & FISCAL SERVICES**
 - i. None

e. **FACILITIES**

- i. Consideration of Approval to Award Bid & Contract – Corovan (p.223)
- ii. Consideration of Approval to Award Bid & Contract - Western Audio Visual (p.226)
- iii. Consideration of Approval to Award Contract - DVV Associates (p.230)
- iv. Consideration of Approval to Award Informal Bid & Contract - Giannelli Electric (p.233)
- v. Consideration of Approval to Award RFP & Contract – OmniUpdate (p.236)

14. **PUBLIC COMMENT ON NON-AGENDA ITEMS**

This is an opportunity for members of the public to address the Board concerning issues on not on the agenda.

15. **INFORMATION ITEMS**

- a. Annual Security Report (p.237)
- b. Applause (p.290)
- c. Board Information Requests and Updates (p.295)
- d. Budget Report (p.303)
- e. CCS Accomplishments (p.345)
- f. Cenergistic Report (p.364)
- g. Clery Report (p.366)
- h. Dreamers & Dreamers Resource Center (DRC) (p.368)
- i. General Fund Cash Flow Analysis (p.371)
- j. Local Hire (p.373)
- k. Mi Familia Vota Resolution (p.440)
- l. MOU - Interim Assignment (p.443)
- m. New Logo for CHC (p.445)
- n. Quarterly Financial Status Report (p.447)
- o. Revised Expenditure Report for Proposition 30 EPA (p.451)
- p. Summary of Measure M Construction Contract Change Orders and Amendments (p.453)

16. **ANNOUNCEMENT OF CLOSED SESSION ITEMS**

This is an opportunity for members of the public to address the Board concerning issues on the closed session agenda.

- a. Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): 2 cases
- b. Conference with Labor Negotiators, Government Code 54957.6
Agency Negotiator(s): Dr. Lisa Norman and Bruce Baron
CTA, CSEA, Management/Supervisors, Confidential Employees
- c. Public Employee Performance Evaluation, Government Code 54957 - Title: Chancellor

17. **CONVENE CLOSED SESSION**

18. **RECONVENE PUBLIC MEETING**

19. **REPORT OF ACTION IN CLOSED SESSION (if any)**

20. **ADJOURN** – the next Board of Trustees Meeting will be Thursday, November 12, 2015, at SBCCD Board Room

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: October 8, 2015
SUBJECT: Consideration to Adopt a Resolution to Recognize the Contributions of Trustee Dr. Kathleen “Katy” Henry and to Acknowledge her Resignation

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution recognizing the contributions of Trustee Dr. Kathleen “Katy” Henry to the San Bernardino Community College District, thanking her for her service, and acknowledging her resignation.

OVERVIEW

The San Bernardino Community College District (SBCCD) appreciates the dedication, service and contributions of Trustee Dr. Kathleen “Katy” Henry for her more than three years of representing the voters of San Bernardino County on the SBCCD Board of Trustees, and accepts her resignation from that office.

ANALYSIS

As a member of the SBCCD governing board, and in keeping with the qualifications set forth by the Community College League of California, Trustee Henry helped ensure that our colleges and divisions added value to their communities by creating strong ties between the District and the community in order to better represent community interests, helped developing appropriate policies that establish the general direction of the District’s programs and services, quality standards, and legal, ethical and prudent parameters for college operations and monitoring performance of the District and its colleges and divisions to ensure that they are meeting community needs and anticipating future trends.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None

**RESOLUTION
TO RECOGNIZE THE CONTRIBUTIONS AND SERVICE OF
SBCCD TRUSTEE DR. KATHLEEN “KATY” HENRY**

WHEREAS, the Mission of the SBCCD is to transform lives through the education of our students for the benefit of our diverse communities, using the District's two Colleges, the Economic Development and Corporate Training Division, and public broadcast stations KVCR TV-FM and FNX to provide high quality, effective and accountable instructional programs and services; and

WHEREAS, SBCCD Trustee Dr. Kathleen “Katy” Henry was elected to the San Bernardino Community College District in 2012 and has served since 2013 as the Vice President of the Board of Trustees, demonstrating her commitment to superior leadership by her completion of the ‘Excellence in Trusteeship Program’ with the Community College League of California (CCLC); and

WHEREAS, Trustee Dr. Kathleen “Katy” Henry, as part of her SBCCD Board of Trustees responsibilities, served on the Board of the KVCR Foundation, on the Board of the Economic Development and Corporate Training (EDCT) Foundation, and on the Highland Oversight Committee, among other valuable contributions to the District and our students; and

WHEREAS, as a member of the SBCCD governing board, and in keeping with the qualifications set forth by the CCLC, Trustee Henry helped ensure that our colleges and divisions added value to their communities by creating strong ties between the District and the community, and helped to develop appropriate policies that establish the general direction of the District’s programs and services, quality standards, and legal, ethical and prudent parameters for District operations; and

WHEREAS, the San Bernardino Community College District (SBCCD) recognizes and appreciates the dedication, service and contributions of SBCCD Trustee Dr. Kathleen “Katy” Henry; and

WHEREAS, Trustee Henry is now in the process of moving to a Pasadena residence outside the boundaries of the San Bernardino Community College District;

THEREFORE, be it resolved that the Board of Trustees of the San Bernardino Community College District does hereby recognize Trustee Dr. Kathleen “Katy” Henry for her contributions and commitment to myriad successes of the students of the SBCCD and the California Community Colleges, thank her for her service, accept her resignation with regret, and wish for her the very best personally and professionally.

ADOPTED this 8th day of October, 2015

Bruce Baron, Chancellor and
Secretary to the Board of Trustees



CALL TO ORDER – PLEDGE OF ALLEGIANCE

President Longville called the meeting to order at 12:05pm. Trustee Robles led the pledge of allegiance.

Members Present:

John Longville, President
Dr. Kathleen Henry, Vice President (left at 2:01)
Joseph Williams, Clerk
Donna Ferracone, Trustee
Gloria Macias Harrison, Trustee
Dr. Donald L. Singer, Trustee (left at 2:00)
Thomas Robles, SBVC Student Trustee (left 12:59)

Members Absent:

Nickolas W. Zoumbos, Trustee
Esmeralda Vazquez, CHC Student Trustee

Administrators Present:

Dr. Lisa Norman, Vice Chancellor Human Resources
Jose Torres, Interim Vice Chancellor Fiscal Services

Administrators Absent:

Bruce Baron, Chancellor
Dr. Gloria Fisher, President, SBVC
Dr. Cheryl Marshall, President, CHC

PUBLIC COMMENT

None

ANNUAL BOARD RETREAT

Standing Committees

There was discussion of the Board on why the board should or should not have committees and whether or not they should be standing committees or Ad Hoc committees. The board also discussed which committees should be considered.

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

To consider an ad hoc committee to review board policies and an ad hoc committee for evaluations (Chancellor's evaluation and the board's self-evaluation) on an as needed basis for 2015-2016. The committee will be determined at a future board meeting session. HR staff will provide a chart with deadlines for the evaluations.

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

Review Board Self-Evaluation

There was discussion on the Board's self-evaluation. The Board identified questions in the self-evaluation where there should be improvement:

Question 5: Do board members pay attention during board meetings?

As established by the board and out of respect to the audience, the board agreed to eliminate the use of electronic devices (cell phones, tablets, etc.) and side bar conversations for everyone seated at the dais. The exceptions are extreme emergencies, checking schedules, or reading reports to the board. The Board President will issue a memo to everyone on a dais and is responsible to ensure compliance during board meetings.

Question 11: Do agendas focus on policy issues that are the board's responsibility?

The Board discussed the flow of the agenda and the length of time spent on presentations. The Board agreed to spend less time on institutional presentations and to place them under information items as a written report. The maximum limit is two presentations at 15 minutes each with Q&A. Presentations will be at the board's request or on topics that require action from the board.

Question 7: How does the board provide leadership or create an environment for success?

The Board will ensure the goals are well-defined. The ad hoc committee is tasked to establish measurable goals and present to the Board with open discussion.

Question 8: Are the roles of the board chair and other officers clear?

Clerk of the Board will take a significant role in trying to schedule meetings and working out calendars for the Board. Board President should be copied on concerns sent to the Chancellor and the President is expected to follow-up with the Chancellor. President Longville will consult attorney to clarify Brown Act communications between board members and will report back to the Board per board policy.

Question 9: Does the board have strategies for seeking input from diverse interests?

It was suggested to have a set of workshops for each Trustee area. This will be discussed further once the goals have been established.

Review 2014-2015 Board Goals

Establish 2015-2016 Goals

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

To form an ad hoc committee including Donna Ferracone, Joseph Williams, and John Longville. The committee will meet to draft the 2015-2016 goals and present it to the Board for discussion and approval.

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

Officer Roles

The Board Policy Work Group is defining the roles of officers and will report back to the Board. Trustee Williams volunteered to make it the Clerk's responsibility to remind Board members of Ad Hoc committee meetings and project deadlines developed from the ad hoc committees.

ADJOURN

President Longville adjourned the meeting at 2:08pm

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

CALL TO ORDER – PLEDGE OF ALLEGIANCE

President Longville called the meeting to order at 12:04pm. Trustee Henry led the pledge of allegiance.

Members Present:

John Longville, President
Dr. Kathleen Henry, Vice President
Joseph Williams, Clerk
Donna Ferracone, Trustee
Gloria Macias Harrison, Trustee
Dr. Donald L. Singer, Trustee
Nickolas W. Zombos, Trustee
Esmeralda Vazquez, CHC Student Trustee

Members Absent:

Thomas Robles, SBVC Student Trustee

Administrators Present:

Bruce Baron, Chancellor
Dr. Lisa Norman, Vice Chancellor Human Resources
Jose Torres, Interim Vice Chancellor Fiscal Services
Dr. Cheryl Marshall, President, CHC
Dr. Gloria Fisher, President, SBVC

Administrators Absent:

None

PUBLIC COMMENT

John Stanskas

Consideration of Approval to Grant Two Sabbatical Leaves for the 2016-2017 Academic Year

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

To amend the language to approve two full-time equivalent sabbatical leaves for the 2016-2017 academic year.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos, Vazquez

NOES: None

ABSENT: Robles

ABSTENTIONS: None

2015-2016 BUDGET

Jose Torres, Interim Vice Chancellor gave a presentation on the 2015-2016 budget, which included Objectives, Challenges To Meet Objectives, Solutions to Meet Objectives & Outcomes, and Final Numbers for Fiscal Year 2015-2016. The full presentation is available on the district website. He noted the district is at 44.92% full time faculty. The goal is 75%. The cost to hire full time faculty plus their benefits and retirement is what is holding us back from reaching the 75% goal. It is less expensive to hire adjunct faculty. The state Chancellor's office determined the goal of 75% based on how many full time faculty we had in 1989. As our faculty obligation number goes up so does our growth. Conversely, our numbers go down on the years we don't grow. It goes down more than it goes up. The State Chancellor's Office is calling together a task force to fix the broken mechanism. The 75% was designated by the legislature with the passage of AB 1725. MiraCosta is at 75%. 55.81% of our teaching staff is adjunct. We are adding \$1 million from the eight million dollars from the state to our one time budget to fund the colleges for enrollment management, counselors, supplies, marketing, etc. The 7.44 added to our base will continue next year. Vice-chancellor Torres reminded the board how important the directives are in the beginning of the year. It provides the strategic vision for the District. Once the board gives the District their directives, the District can begin moving in that direction. The board will then be told how long it will take to get there and what the implications are. If the board is going to increase ongoing expenses then we need to look at the fund

balance. Trustee Singer asked that if things go well as planned and we have an ending Balance of 18.63%, he would like the board to consider using some of that money for additional full-time positions but still stay within the 15 % guideline. Trustee Williams asked if the percentage and the goal was to have 55% full-time faculty, can we determine how many people that would be. If we considered Trustee Singer's recommendation how many full-time faculty with that equate to? Vice-chancellor Torres explained the reason the extra percentage is in the budget is to allow Valley to use that percent and not the fund balance. He cautioned the board that once the District starts using the fund balance, it will lock Valley where they can not use the fund balance. He cautioned the board about using one-time expenditures for long term expenses. Professor Stankas Spoke from the floor and said 255 full-time faculty made the 44% of classes covered by faculty. If we are getting 7 ½% growth added to the base and increased the faculty by 7 ½%, it could equal 15 to 20 faculty to match the growth that's ongoing funding, plus the additional part time to full time conversions would be another 10 – 12. This means the full time faculty positions could be as much as 35. Vice-chancellor Torres indicated the colleges need to address how many faculty they need and how they will make it happen.

Requests from Trustees:

- Trustee Ferracone asked how the state figures the FON.
- Written report from CCS.
- Trustees Singer & Williams would like to see what the results for demand of classes and the capacity of the buildings are in order to have the appropriate majors and programs to make our students successful.
- Trustee Harrison asked for a breakdown of the 765 faculty and staffing needs that were budgeted for. Where is the salary being funded from? How many are funded through the general fund and how many through the restricted fund? Send percentage figure
- Vice Chancellor Torres was asked to add the detail to 255 faculty (+ X number of part times).
- The Board would like to have more discussion on the budget. Trustee Ferracone suggested a meeting in May to have discussion on where we could go or might go with the budget to be able to make a more informed decision.
- Trustee Singer asked the board to consider whether or not they want to change the 15% and to what extent should we go over the 75%?

ADJOURN

President Longville adjourned the meeting at 2:19pm

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

CALL TO ORDER – PLEDGE OF ALLEGIANCE

President Longville called the meeting to order at 4:01pm. Trustee Williams led the pledge of allegiance.

Members Present:

John Longville, President
Dr. Kathleen Henry, Vice President
Joseph Williams, Clerk
Donna Ferracone, Trustee
Gloria Macias Harrison, Trustee
Dr. Donald L. Singer, Trustee
Nickolas W. Zoumbos, Trustee
Esmeralda Vazquez, CHC Student Trustee
Thomas Robles, SBVC Student Trustee

Members Absent:

None

Administrators Present:

Bruce Baron, Chancellor
Dr. Gloria Fisher, President, SBVC
Dr. Lisa Norman, Vice Chancellor Human Resources
Jose Torres, Interim Vice Chancellor Fiscal Services

Administrators Absent:

Dr. Cheryl Marshall, President, CHC

ANNOUNCEMENT OF CLOSED SESSION ITEMS

- Conference with Labor Negotiators, Government Code 54957.6, Agency Negotiator(s): Dr. Lisa Norman and Bruce Baron
- CTA, CSEA, Management/Supervisors, Confidential Employees
- Public Employee Performance Evaluation, Government Code 54957 - Title: Chancellor
- Conference with Legal Counsel – Pending Litigation: Government Code section 54956.9(d)(1)
- Lopez v. SBCCD et al., CASE NO. CIVD51511495
- Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): 4 cases
- Government Code section 54956.9 (e)(3): 3 cases
- Conference with Legal Counsel – Existing Litigation: Government Code section 54956.9(d)(1) – Workers Compensation Claim No. 486187 and 495448

PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None

CONVENE CLOSED SESSION

Closed session convened at 4:03pm

RECONVENE PUBLIC MEETING

Public meeting reconvened at 6:39pm

REPORT OF ACTION IN CLOSED SESSION (if any)

On September 10, 2015, the Board unanimously took action to approve the Compromise and Release Agreement for Employee No. 23675

On September 10, 2015, the Board unanimously took action to approve the Compromise and Release Agreement for Employee No. 5530

PUBLIC COMMENT

Christopher Weischadle
Denise Allen-Hoyt
Ellen Drummonds
Aaron Burgess

INSTITUTIONAL PRESENTATIONS

- Rejoice Chavira introduced the student speakers Maria Hernandez Garcia and Esmeralda Vazquez. The students shared their personal experience and gratitude for the CHC EOPS Program. Rejoice shared the accomplishments of other students who participated in the CalWorks, CARE, and EOPS programs. The presentation is available on the District website.
- Amber Gallagher, Director of Financial Aid gave an update on SBVC Financial Aid. The presentation included the responsibilities, programs, challenges, and accomplishments of the department. The presentation is available on the District website.
- Dr. Keith Wurtz, Dr. Kathleen Rowley & Dr. Susan Bangasser gave a presentation on the college's grant programs at CHC and SBVC. The presentations are available on the District website.

REPORTS

- Student Trustee Thomas Robles reported meeting with the Colton Rotary Club to create their presence at SBVC. He attended The Week of Welcome and will attend the HACU conference next month.
- Student Trustee Esmeralda Vazquez reported she attended a managers meeting to discuss a web portal for both colleges. The portal will create a single login for blackboard, WebAdvisor, and Email. They are working on a book loan program with Dr. Paddock and she will attend the Salute to Women ceremony on Saturday where she will be recognized. She will also attend the HACU conference in October.
- Trustee Williams asked the board to pay attention to the board information request so when board members make a request, they are mindful that they could talk about it at the meeting.
- President Longville reported meeting with legislators in Sacramento to get student transit subsidies built into the Cap and Trade program funding that is being developed at the state level.
- Trustee Henry announced her resignation on the board to transition into retirement. She is going back to her home in Pasadena. Her last meeting will be at the October board meeting.
- Chancellor Baron introduced the Interim Director of Audits, Erika Almaraz.
- President Fisher reported for SBVC. A written report was presented.
- Aaron Beavor reported for SBVC Classified Senate. He reported his goal to expand the Senate and have all the classified members educated on what is happening on campus. They expect to have all committees filled next week and a reporting system in place so that updates on committees are reported back to the senate. Classified Senate was pleased to be able to speak with all classified employees.
- Linda Subero reported for Associates Students. SSCC Region 9 takes place 12/18/15. Hispanic Heritage Month speaker will discuss How to solve US Immigration Dilemma on 9/23/15. National Conference on 10/1/15-10/4/15 is in Washington DC. They are hosting a Common Council Forum on 10/21/15 at the Greek Theatre.
- Dr. Rebecca Warren-Marlatt reported for CHC. A written report was presented.
- Denise Allen-Hoyt reported for the CHC Academic Senate. They had a successful Fall Retreat. The Crafton Senate focused on three resolutions: Non-Credit Programs; to investigate International Program; and a Middle College High School. A follow-up to SBVC Resolution SP15.02 Vote of No Confidence for Chancellor and CHC Resolution SP15.04 Vote of No Confidence for Chancellor was made.
- Aaron Burgess reported for CHC Student Senate. The Student Senate created a new position for overflow of those interested in being involved in the Senate. They created a director of student services to be the coordinator between student body and departments on campus. General Assembly is coming up in October. They are working on the Brother to Brother Initiative to help the achievement gap for minorities.
- Grayling Eaton congratulated the Human Resources Department. He is receiving positive feedback on the training and diversity. He also reported for CSEA on the formaldehyde issue. In his opinion, the issue is closed. He anticipates up to 3-4 cases of instances where material spilt on a staff member or for improper disposal of specimens.

APPROVAL OF MINUTES

Trustee Henry motioned, Trustee Williams seconded the motion and the board members voted as follows:
To approve the minutes of August 13, 2015, August 20, 2015, and August 20, 2015 Special Meeting.

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

CONSENT AGENDA
INSTRUCTIONAL/STUDENT SERVICES

Consideration of Approval of Donation – SBVC

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To accept the donation made to the Science Division:

Donations

Source

- (1) New Brunswick Scientific Media Matic
MM-9 & Automated Media Autoclaving
- (1) Petri Plate Pouring System

US Food & Drug
Administration,
Pacific Regional
Laboratory Southwest

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

Consideration of Approval of Resolution CDC – SBVC

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the resolution on reduced days of operation for the Child Development Division, California Department of Education.

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

Consideration of Approval to Serve Champagne at Campus Event

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve champagne to be served at a campus event: President’s Circle Preview Party of the new Public Safety and Allied Health Building, September 29, 2015, pending completion of the building.

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

HUMAN RESOURCES

Consideration of Acceptance of Employee Resignations

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To accept the resignation of Terria Smith, Interim Tribal Liaison, KVCR, resigning effective August 14, 2015; Susan Crebbin, Assistant Professor of Kinesiology, SBVC, effective August 13, 2015; Algie Au, Instructor, Biology, SBVC, effective August 31, 2015, and Julia Sanchez, Human Resources Generalist, District, effective September 7, 2015.

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

Consideration of Approval of Adjunct and Substitute Academic Employees

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the employment list of adjunct and substitute academic employees as needed for the 2015-2016 academic year

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

Consideration of Approval of District Employees

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:

To approve the employment of Lisa Schmidt, Temporary Instructor, Geography, SBVC, effective September 11, 2015; Dora Demers, Administrative Secretary, SBVC, effective September 28, 2015; Erica Mosley, Human Resources Generalist, District, effective September 11, 2015; Cecilia Andrada, Human Resources Generalist, District, effective September 11, 2015; and Michele Jeannotte, Administrative Secretary, Police, effective September 11, 2015.

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

Consideration of Approval of District Volunteers

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the list of District volunteers.

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

Consideration of Approval of Employee Promotions

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the promotion of Ernest Guillen, Michelle Tinoco and Deneatrice Lewis.

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

Consideration of Approval of Interim Management Appointment

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the interim management appointment of Dr. Keith Wurtz to fill the position Executive Director of Research, Planning & Institutional Effectiveness, District.

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

Consideration of Approval of Non-Instructional Pay for Academic Employees

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the list of non-instructional pay for academic employees.

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

Consideration of Approval of Reclassifications

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the reclassification of Emily McNichols.

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

Consideration of Approval of Rescission of Sabbatical Leave

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To rescind the sabbatical leave granted to Algie Au.

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

ABSENT: None
ABSTENTIONS: None

Consideration of Approval of Salary Amendment

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the salary step amendment for Angela Lujan.

AYES: Ferracone, Harrison, Henry, Longville, Robles, Singer, Williams, Zombos, Vazquez
NOES: None
ABSENT: None
ABSTENTIONS: None

Consideration of Approval of Temporary Employee

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the temporary academic appointment of Laurie Mann.

AYES: Ferracone, Harrison, Henry, Longville, Robles, Singer, Williams, Zombos, Vazquez
NOES: None
ABSENT: None
ABSTENTIONS: None

Consideration of Approval to Amend Start Dates

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the amendment of start dates for Janet Penn, Coordinator, Diversity and Talent Acquisition; Secret Brown, Coordinator, Professional Learning & Organizational Effectiveness; and Isif (Joe) Opris, Employment Relations Officer.

AYES: Ferracone, Harrison, Henry, Longville, Robles, Singer, Williams, Zombos, Vazquez
NOES: None
ABSENT: None
ABSTENTIONS: None

BUSINESS & FISCAL SERVICES

Consideration of Approval of Conference Attendance

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the list of conference attendance.

AYES: Ferracone, Harrison, Henry, Longville, Robles, Singer, Williams, Zombos, Vazquez
NOES: None
ABSENT: None
ABSTENTIONS: None

Consideration of Approval of District & College Expenses

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the list of District & College expenses.

AYES: Ferracone, Harrison, Henry, Longville, Robles, Singer, Williams, Zombos, Vazquez
NOES: None
ABSENT: None
ABSTENTIONS: None

Consideration of Approval of Individual Memberships

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the list of individual memberships.

AYES: Ferracone, Harrison, Henry, Longville, Robles, Singer, Williams, Zombos, Vazquez
NOES: None
ABSENT: None
ABSTENTIONS: None

Consideration of Approval of Purchase Orders

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the list of purchase orders.

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

Consideration of Approval to Revise the FY 2015-16 Authorized Signature List

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the FY 2015-16 authorized signature list.

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

Consideration of Approval to Surplus Property

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To declare the equipment and/or materials listed on the attached as surplus property, and direct the Business Manager to arrange for its sale or disposal.

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

FACILITIES

Consideration of Approval of Amendment 004 – Knowland

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve Amendment 004 to the Knowland Construction Services contract in the amount of \$65,088.00.

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

Consideration of Approval of Contract - Little Diversified - CHC CHS

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve a contract with Little Diversified Architectural Consulting of San Dimas, California, for the Chemistry/Health Science (CHS) Tenant Improvement project at Crafton Hills College in the amount of \$31,000.00.

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

Consideration of Approval of Contract - Little Diversified - CHC OE1 and Math Science

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve a contract with Little Diversified Architectural Consulting of San Dimas, California, for the Occupational Education 1 (OE1) and Math & Science Annex Building Tenant Improvement project at Crafton Hills College in the amount of \$18,000.00.

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

ITEMS PULLED FROM CONSENT AGENDA

Consideration of Approval of Professional Expert Short-Term and Substitute Employees

Trustee Henry motioned, Trustee Singer seconded the motion and the board members voted as follows:
To approve the employment of Professional Expert, Short-Term, and Substitute Employees.
Trustee Ferracone recused herself from the vote.

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

Consideration of Approval of Professional Services Contracts

Trustee Williams motioned, Trustee Harrison seconded the motion and the board members voted as follows:
To approve the list of professional services contracts.

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

Consideration of Approval of Routine Contracts

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To approve the list of routine contracts with the exception of the contract for RJT Compuquest.

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

ACTION AGENDA
HUMAN RESOURCES

Consideration of Acceptance of Employee Retirement

Trustee Henry motioned, Trustee Williams seconded the motion and the board members voted as follows:
To accept the retirement of Kathleen Gibson.

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

Consideration of Approval of Presentation of Proposal from SBCCD to CSEA Chapter #291 and Public Hearing

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To conduct a public hearing of Proposal from SBCCD to CSEA Chapter #291. Hearing no public comments, the hearing was closed.

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

Consideration of Approval to Adopt SBCCD Initial Proposal

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To adopt the SBCCD initial proposal.

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

Consideration of Approval of Initial Proposal from CSEA Chapter #291 to SBCCD and Public Hearing

Trustee Harrison motioned, Trustee Singer seconded the motion and the board members voted as follows:
To conduct a public hearing of Initial Proposal from CSEA Chapter #291 to SBCCD. Hearing no public comments, the hearing was closed.

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

BUSINESS & FISCAL SERVICES

Consideration of Approval to Adopt a Resolution to Issue 2015 General Obligation Refunding Bonds

Trustee Harrison motioned, Trustee Singer seconded the motion and the board members voted as follows:
To adopt the resolution authorizing the issuance of San Bernardino Community College District 2015 General Obligation Refunding Bonds.

AYES: Ferracone, Harrison, Henry, Longville, Robles, Singer, Williams, Zombos, Vazquez
NOES: None
ABSENT: None
ABSTENTIONS: None

Consideration of Approval to Conduct a Public Hearing

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To conduct a public hearing on the Final Budget for Fiscal Year 2015-16. President Longville opened the public hearing. Hearing no public comments, the hearing was closed. The Board approved to include the comments made earlier by Denise Allen-Hoyt during public comments.

AYES: Ferracone, Harrison, Henry, Longville, Robles, Singer, Williams, Zombos, Vazquez
NOES: None
ABSENT: None
ABSTENTIONS: None

Consideration of Approval to Adopt Final Budget

Trustee Henry motioned, Trustee Ferracone seconded the motion and the board members voted as follows:
To adopt the Final Budget for Fiscal Year 2015-16 as presented with the addition of a Budget Ad Hoc committee to work with Vice Chancellor Fiscal Services.

AYES: Ferracone, Harrison, Henry, Longville, Robles, Singer, Williams, Zombos, Vazquez
NOES: None
ABSENT: None
ABSTENTIONS: None

Trustee Henry motioned, Trustee Singer seconded the motion and the board members voted as follows:
To approve Budget Ad Hoc committee members Ferracone, Williams, & Harrison and Robles, Vazquez.

AYES: Ferracone, Harrison, Henry, Longville, Robles, Singer, Williams, Zombos, Vazquez
NOES: None
ABSENT: None
ABSTENTIONS: None

FACILITIES

Consideration of Approval to Award RFP and Contract - HMC Architects

Trustee Harrison motioned, Trustee Henry seconded the motion and the board members voted as follows:
To award Request for Proposal (RFP) 2015-06 and contract for Educational and Facilities Master Planning Services to HMC Architects of Ontario, CA for is an amount not to exceed \$749,000.

AYES: Ferracone, Harrison, Henry, Longville, Robles, Singer, Williams, Zombos, Vazquez
NOES: None
ABSENT: None
ABSTENTIONS: None

INFORMATION ITEMS

- Applause
- Board Policy Work Group
- Budget Report
- Cenergistic Report
- General Fund Cash Flow Analysis
- Local Hire
- Measure M Construction Change Summary

ADJOURN

President Longville adjourned the meeting at 9:17pm

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Cheryl A. Marshall, President, CHC
PREPARED BY: Bryan Reece, Vice President of Instruction, CHC
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Curriculum Modifications

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

**CRAFTON HILLS COLLEGE
SUBMITTED FOR BOARD OF TRUSTEES APPROVAL
October 8, 2015**

INFORMATION ITEM

COURSE MODIFICATIONS

COURSE ID	COURSE TITLE
MATH 117	Computer Applications in Research

COREQUISITE: MATH 110 or PSYCH 120

SCHEDULE DESCRIPTION: Remove "This course is also offered as PSYCH 117."

CATALOG DESCRIPTION: Remove "This course is also offered as PSYCH 117."

Note: This course does not equate with SBVC. The course at Crafton Hills College is CID approved.

Effective: FA15

Rationale: The information is being corrected to allow the college to offer the course during the second nine-weeks.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

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

PREPARED BY: Dr. Haragewen Kinde, Vice President, Instruction, SBVC

DATE: October 8, 2015

SUBJECT: Consideration of Approval of designated representatives to serve as Official Representatives on the Executive Committee of the San Bernardino Community College District Consortium.

RECOMMENDATION

It is recommended that the SBCCD Board of Trustees approve President Gloria Fisher, and President Cheryl Marshall to serve as official Representatives on the San Bernardino Community College District Adult Education Consortium Executive Committee through June 30, 2016. If the Official Representative is unable to attend, they can select a non-voting designee to attend on their behalf.

OVERVIEW

In 2013-2014, \$25 million was appropriated to the California Community College Chancellor's Office (CCCCO) to allocate funding for two-year planning and implementation grants. Assembly Bill 86 (AB86) outlines expectations for consortium development as well as planning and implementation requirements to establish the Adult Education Consortium Program. The intent of AB86 is to expand and improve the provision of adult education.

The new phase of AB86 is the transition into AB104, the Adult Education Block Grant (AEBG) and outlines the transition from planning to implementation of the regional plan submitted to the CCCCCO on March 1, 2015. Per AB104 section 84905 of the legislation "a member of the consortium shall be represented only by an official designated by the governing board of the member."

ANALYSIS

President Fisher and President Marshall have offered full support of AB86 since its inception in 2013 by being active participants on the Executive Committee, and allowing faculty and staff to participate in the planning process.

BOARD IMPERATIVE

Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Cheryl Marshall, President, CHC
PREPARED BY: Michael Strong, Vice President, Administrative Services, CHC
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Donation – Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees accept the following donation to support the Fire Academy at Crafton Hills College.

OVERVIEW

A donation of a 1992 KME Renegade Pumper is being made to the CHC Fire Academy.

<u>Item</u>	<u>Source</u>
1992 KME Fire Engine	CHC Foundation

ANALYSIS

A donation of one (1) fire engine is being made to the CHC Fire Academy for instructional and training purposes.

BOARD IMPERATIVE:

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Gloria M. Fisher, President, SBVC
PREPARED BY: Dr. Haragewen Kinde, Vice President, Instruction, SBVC
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Donation – San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees accepts the following donation from Mr. Mark Trautwein.

OVERVIEW

The following donation is being made to the Diesel Department within the Applied Technology, Transportation, and Culinary Arts Division:

Donations

(1) Cummins ISX Engine

Source

Mr. Mark Trautwein

ANALYSIS

Donation of (1) Cummins ISX Engine is being made to the Diesel Department to be used for student training purposes.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Gloria M. Fisher, President, SBVC
PREPARED BY: Dr. Haragewen Kinde, Vice President, Instruction, SBVC
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Donation – San Bernardino Valley College

RECOMMENDATION

It is recommended that the Board of Trustees accepts the following donation from Mr. Steve Harrington.

OVERVIEW

The following donation is being made to the Diesel Department within the Applied Technology, Transportation, and Culinary Arts Division:

Donations

(1) Heavy Duty Truck Systems, 6th Edition Textbook

Source

Mr. Steve Harrington

ANALYSIS

Donation of (1) Heavy Duty Truck Systems, 6th Edition Textbook is being made to the Diesel Department to be used for student teaching purposes.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Cheryl Marshall, President, CHC

PREPARED BY: Michelle Riggs, Director, Community Relations and Resource Development, CHC

DATE: October 8, 2015

SUBJECT: Consideration of Approval to Serve Champagne at Campus Events – Crafton

RECOMMENDATION

It is recommended that the Board of Trustees approve champagne to be served at the following campus events: President's Circle Preview Party of the new Crafton Center Building, October 20, 2015 and President's Circle Preview Party of the new Canyon Hall Building, November 10, 2015.

OVERVIEW

In the planning of these upcoming events, it has been decided that champagne will be served on campus at these events.

ANALYSIS

Per Board Policy 3560 and in accordance with California law, the Preview Party is a private, by invitation only event that is not open to the public and where alcohol will not be sold.

According to the California Department of Alcoholic Beverage Control, a license is not required if alcohol is served and is held for private (invitation only) events.

FINANCIAL IMPLICATIONS

None. Funding will be provided by the CHC Foundation.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

DATE: October 8, 2015

SUBJECT: Consideration of Acceptance of Employee Resignation

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Mariella Long.

OVERVIEW

Mariella Long, Account Clerk I, CHC, resigning effective October 3, 2015, last day of employment October 2, 2015. 1 year 5 months of service to the District.

ANALYSIS

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

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

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

DATE: October 8, 2015

SUBJECT: Consideration of Approval of Adjunct and Substitute Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of adjunct and substitute academic employees as needed for the 2015-2016 academic year.

OVERVIEW

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

ANALYSIS

Part-time academic employees selected from the established pool are offered individual contracts on a semester-by-semester basis. Adjunct employees not assigned will remain in the pool for future consideration during the 2015-2016 academic year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2015-2016 budget.

Adjunct & Substitute Academic Employees
Crafton Hills College
October 8, 2015
Academic Year 2015-2016 – Fall

<u>NAME</u>	<u>DISCIPLINE</u>
Adams, Emma	Biology
Carroll, LaMont	Computer Information Systems
Cifelli, Jessica	Human Development
Davis, Andrea D.	English
Fiallo, Carolina	Spanish
Firtha, Christie	English
Herrera, Elizabeth	Biology
Hogrefe, Richard	Communication Studies
Kalinski, Felix	Business Administration, Marketing
Limon-Burbaj, M. Guadalupe	Dance
Samadani, Nick	Anatomy

San Bernardino Valley College
Adjunct & Substitute Academic Employees
Academic Year 2015-2016
October 8, 2015

<u>NAME</u>	<u>DISCIPLINE</u>
Ababat, Anthony	Electricity/Electronics
Bartlett, Delland	Chemistry
Basco, Benito	Psychiatric Technology
Claredon, Jasmane	Kinesiology
Carlson, Kevin Scott	Psychology
Diaz, Emma	Computer Information Technology
Ramirez, Alberta	English
Runas, Arnulfo	Electricity/Electronics
Samson, Danae	English
Tinoco, Michelle	Student Development

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

DATE: October 8, 2015

SUBJECT: Consideration of Approval of Appointment of District Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of the employees listed on the attached list.

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 2015-2016 budget.

Consideration of Approval of Appointment of District Employees
October 8, 2015

Chris Williams, Student Success Services and Programs (SSS&P) Coordinator, Transfer and Career Center, SBVC, effective October 26, 2015, at Classified Salary Schedule Range 46, Step A, \$4,417.00 per month. New position. Funding Source is Student Success Categorical Fund.

Larry Blanco, Student Success Services and Programs (SSS&P) Coordinator, Counseling, SBVC, effective October 26, 2015, at Classified Salary Schedule Range 46, Step A, \$4,417.00 per month. New position. Funding Source is Student Success Categorical Fund.

Alejandra Campos, Student Services Technician II, SBVC, effective October 26, 2015, at Classified Salary Schedule Range 34, Step A, \$3282.00 per month. Funding Source is Career Technical Education Transitions Grant Fund.

Shawna Gibson, Child Development Center Clerical Assistant I (19 hours), SBVC, effective October 26, 2015, at Classified Salary Schedule Range 21, Step A \$13.69 per hour. Funding Source is CCTR (General Child Care and Development) 0203 Grant Fund.

Liliana Molina, Account Clerk I, SBVC, effective October 26, 2015, at Classified Salary Schedule Range 26, Step A \$2694.00 per month. Funding source is College Business Office General Fund.

Claudia Herrera, Library Media Clerk, SBVC, effective October 26, 2015, at Classified Salary Schedule Range 26, Step A \$2,694.00 per month. Funding Source is Library General Fund.

Letitia Baden, Clerical Assistant, CHC, effective October 13, 2015, Classified Salary Schedule Range 25 Step A, at \$1248.78 per month. New Position. Funding Source is General Fund.

Kashaunda Harris, Counselor, EOPS, effective September 14, 2015. Academic Salary Schedule Column E, Step 7, at \$372.86 per day, 200 days per year. Funding source is Categorical Funds.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations
Dr. Cheryl Marshall, President, CHC
Dr. Gloria Fisher, President, SBVC

DATE: October 8, 2015

SUBJECT: Consideration of Approval of District Volunteers

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

Crafton Hills College
 Volunteers
 Academic Year 2015-2016
 October 8, 2015

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Mazzanti, Daniel	Microbiology	10/09/2015-12/31/2015
McKibban, Corinne	Anatomy	10/09/2015-12/31/2015
Pool-Jenks, Breanna	Anatomy	10/09/2015-12/31/2015
Reyes, Vannak	Anatomy	10/09/2015-12/31/2015
Williams, Patrick	Tutoring Center	10/09/2015-12/31/2015

San Bernardino Valley College
 Volunteers
 Academic Year 2015-2016
 October 8, 2015

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Aguilera, Alejandra	President's Office/Marketing & PR	10/09/2015-12/31/2015
Ahmad, Sawsan	Student Services/DSP&S	10/09/2015-12/31/2015
Batshoun, Andrew	Social Sciences/Athletics	10/09/2015-12/31/2015
Bermudez, Evelyn	Student Services/First Year Experience	10/09/2015-12/23/2015
Bowers, Michael	Student Services/First Year Experience	10/09/2015-12/23/2015
Britt, Roshyn	Social Sciences/Athletics	10/09/2015-12/01/2015
Butts, Rejevante	Student Services/First Year Experience	10/09/2015-12/23/2015
Byars, Wade	Social Sciences/Athletics	10/09/2015-12/31/2015
Callo, Erick	President's Office/Marketing & PR	10/09/2015-12/31/2015
Carbajal, Andrea R.	Social Sciences/Athletics	10/09/2015-12/31/2015
Carbejal, Jared	Student Services/First Year Experience	10/09/2015-12/23/2015
Contreras, Rick	Student Services/First Year Experience	10/09/2015-12/23/2015
De La Torre, Andrea	Social Sciences/Athletics	10/09/2015-12/31/2015
Echeverria, Ben	Arts and Humanities/Art	10/09/2015-12/20/2015
Emmett, Rob	Social Sciences/Athletics	10/09/2015-12/01/2015
Espinoza, Jacob	President's Office/Police Academies	10/09/2015-12/31/2015
Fletcher, Olivia	Student Services/First Year Experience	10/09/2015-12/23/2015
Fulgham, La'Tina	Social Sciences/Athletics	10/09/2015-12/31/2015
Gomez, Juan	Student Services/First Year Experience	10/09/2015-12/23/2015
Gonzalez, Amazaday	President's Office/Marketing & PR	10/09/2015-12/31/2015
Graff, Daniel	Social Sciences/Athletics	10/09/2015-12/31/2015
Grey, Matthew	Social Sciences/Athletics	10/09/2015-12/31/2015
Hearon, Jimmy	Student Services/First Year Experience	10/09/2015-12/23/2015
James, Aaron	Student Services/First Year Experience	10/09/2015-12/23/2015
Jimenez, Susana	Student Services/First Year Experience	10/09/2015-12/23/2015
King, David	Social Sciences/Athletics	10/09/2015-12/31/2015
Littlefield, Cara	Social Sciences/Athletics	10/09/2015-12/31/2015
Lolles, Stormie	Student Services/First Year Experience	10/09/2015-12/23/2015
Macedo, Luis	President's Office/Marketing & PR	10/09/2015-12/31/2015
Mack, Demar	Student Services/First Year Experience	10/09/2015-12/23/2015
Martinez, Alyssa	Student Services/First Year Experience	10/09/2015-12/23/2015
Mata-Arellano, Cesar	Student Services/First Year Experience	10/09/2015-12/23/2015

Medina, Darlene	Student Services/First Year Experience	10/09/2015-12/23/2015
Mitchell, David	Student Services/First Year Experience	10/09/2015-12/23/2015
Mitchell, Devin	Student Services/First Year Experience	10/09/2015-12/23/2015
Molina-Milbourne, Aaron	Student Services/DSP&S	10/09/2015-12/31/2015
Montana, Andrew	Arts and Humanities/Art	10/09/2015-12/20/2015
Moreno, Karen	Student Services/DSP&S	10/09/2015-12/24/2015
Munoz, Derrick	Student Services/First Year Experience	10/09/2015-12/23/2015
Muro, Daniel	President's Office/Police Academies	10/09/2015-12/31/2015
Oddman, Ryun	Social Sciences/Athletics	10/09/2015-12/31/2015
Padron, Wendy	Social Sciences/Athletics	10/09/2015-12/31/2015
Palepoi, Alafou L.	Social Sciences/Athletics	10/09/2015-12/31/2015
Perez, David	President's Office/Police Academies	10/09/2015-12/31/2015
Perez, Nancy	Arts and Humanities/Art	10/09/2015-12/20/2015
Podzolov, Dennis	President's Office/Marketing & PR	10/09/2015-12/31/2015
Rabon, Madeline	Student Services/First Year Experience	10/12/2015-12/31/2015
Ramirez, Steve	Science/Physics	10/09/2015-12/24/2015
Saldana, Eric R.	Social Sciences/Athletics	10/09/2015-12/31/2015
Save, Melody V.	Social Sciences/Athletics	10/09/2015-12/31/2015
Sosa, Gabriela	President's Office/Marketing & PR	10/09/2015-12/31/2015
Szumski, Ed	President's Office/Development & Community Relations and Marketing & PR	10/09/2015-12/31/2015
Talamantes, Jasmine	President's Office/Marketing & PR	10/09/2015-12/31/2015
Thornburg, Lisa	Arts and Humanities/Theatre Arts	10/16/2015-12/10/2015
Wessels, Kathy	Arts and Humanities/Art	10/09/2015-12/20/2015
Williams, Rashaad	Student Services/First Year Experience	10/09/2015-12/23/2015

District
Volunteers
Academic Year 2015-2016
October 8, 2015

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Baron, Nicholle	KVCR-TV	10/09/2015-12/31/2015
McCrory, Justin	KVCR-TV	10/09/2015-12/31/2015
Salinas, Isabella	KVCR-TV	10/09/2015-12/31/2015

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Employee Promotion

RECOMMENDATION

It is recommended that the Board of Trustees approve the promotion of Kristina Heilgeist.

OVERVIEW

Kristina Heilgeist, Administrative Secretary, CHC, promoted to Schedule/Catalog Data Specialist, CHC, effective October 9, 2015, Classified Salary Schedule Range 42, Step B, \$4,202.00 per month. Replaces Vicky Franco. Funding Source is General Fund.

ANALYSIS

The employee went through the recruitment process and is being recommended for promotion.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2015-2016 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

DATE: October 8, 2015

SUBJECT: Consideration of Approval of Interim Management Appointments

RECOMMENDATION

It is recommended that the Board of Trustees approve the interim management appointments of Deirdre Marsac and Giovanni Sosa.

OVERVIEW

Deirdre Marsac, Interim Assistant Manager, Workforce Development, Professional Development Center, ATTC, effective October 12, 2015, through December 31, 2015. Management Salary Schedule Range 4 Step A, at \$52,203.00 annually. New position. Funding Source is the Employment Training Panel Grant.

Giovanni Sosa, Interim Dean of Institutional Effectiveness, Research, and Planning, CHC, effective October 12, 2015, through December 31, 2015. Management Salary Schedule Range 19 Step A, at \$108,532.00 annually. Replaces Keith Wurtz. Funding Source is the General Fund.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2015-2016 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations
Dr. Cheryl Marshall, President, CHC
Dr. Gloria Fisher, President, SBVC

DATE: October 8, 2015

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

RECOMMENDATION

It is recommended that the Board of Trustees approve non-instructional pay for academic employees.

OVERVIEW

The following list of employees is submitted for approval.

ANALYSIS

Non-instructional pay is requested on a periodic 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 2015-2016 budget.

Crafton Hills College
Non-Instructional Pay
Academic Year 2015-2016
October 8, 2015

Truong, Sam, Non-instructional pay for Anatomy and Physiology articulation agreements, 10/09/2015 through 12/31/2015, not to exceed \$400.00 at \$49.00 per hour. Funding source is CTE Transition Grant and RAMP-Up Grant.

De Boer, Frank, Non-instructional pay to assist with coordinating the Redlands Emergency Services Academy, 07/01/2015 through 12/31/2015. An additional amount of \$245.00 at \$49.00 per hour is requested for approval. This item was originally approved for \$300.00 at the July 9, 2015 Board meeting. Funding source is CTE Grant.

San Bernardino Valley College
Non-Instructional Pay
Academic Year 2015-2016
October 8, 2015

Ababat, Anthony, to develop and update the Electricity/Electronics curriculum, 10-9-15 to 12-18-15, not to exceed 40 hours, at \$49.00 per hour. Funding source is RAMP (Ready to Accelerate My Pathway) Grant and Perkins Grant.

Banuelos, Elizabeth, Counseling Department, Counseling, 10-9-15 to 6-30-16, not to exceed 422 hours per semester, at \$49.00 per hour. Funding source is the Student Success and Support Program Categorical Fund.

Bernardo, Yecica, Counseling Department, Counseling, 10-9-15 to 6-30-16, not to exceed 422 hours per semester, at \$49.00 per hour. Funding source is the Student Success and Support Program Categorical Fund.

Blanquet, Rebeca, to provide evening coverage for the Student Success Center, 10-12-15 to 6-30-16, not to exceed 90 hours per semester, at \$49.00 per hour. Funding source is the STEM (Science Technology, Engineering and Math) Grant.

Casillas, David, to develop and update the Aeronautics curriculum, 10-9-15 to 12-23-15, not to exceed 80 hours, at \$49.00 per hour. Funding source is RAMP (Ready to Accelerate My Pathway) Grant.

Corrales, Athena, will present workshops for students, develop remediation strategies for nursing students and provide general counseling, 10-9-15 to 6-30-16, not to exceed 730 hours, at \$49.00 per hour. Funding source is MSEIP (Minority Science and Engineering Improvement Program) Grant and the Nursing Enrollment and Growth Grant.

El-Sherif, Tahirah, Counseling Department, Counseling, 10-9-15 to 6-30-16, not to exceed 422 hours per semester, at \$49.00 per hour. Funding source is the Student Success and Support Program Categorical Fund.

Fratini, Amber, Disabled Student Programs & Services (DSP&S), Counseling, 10-11-15 to 12-15-15, not to exceed 136 hours per semester, at \$49.00 per hour. Funding source is the Student Success and Support Program Categorical Fund.

Hoyt, James, to develop and update the Aeronautics curriculum, 10-9-15 to 12-23-15, not to exceed 80 hours, at \$49.00 per hour. Funding source is RAMP (Ready to Accelerate My Pathway) Grant.

Preston, Tammy, First Year Experience, Counseling, 10-9-15 to 12-31-15, not to exceed 422 hours per semester, at \$49.00 per hour. Funding source is the Valley-Bound Commitment General Fund.

Runas, Arnulfo, to develop and update the Electricity/Electronics curriculum, 10-9-15 to 12-18-15, not to exceed 40 hours, at \$49.00 per hour. Funding source is RAMP (Ready to Accelerate My Pathway) Grant and Perkins Grant.

Teegarden, Thomas, to develop and update the Aeronautics curriculum, 10-9-15 to 12-23-15, not to exceed 80 hours, at \$49.00 per hour. Funding source is RAMP (Ready to Accelerate My Pathway) Grant.

Variyam, Biju, to develop and update the Machine Trades curriculum, 10-9-15 to 12-23-15, not to exceed 80 hours, at \$49.00 per hour. Funding source is Perkins Grant.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Lisa Norman
Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr Lisa Norman
Vice Chancellor, Human Resources & Employee Relations

DATE: October 8, 2015

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

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Professional Expert, Short-Term, and Substitute Employees.

OVERVIEW

The following list of Professional Expert, Short-Term, and Substitute Employees is submitted for approval.

ANALYSIS

Approval of Professional Expert, Short-Term, and Substitute Employees is essential to the operation and needs of the District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2015-2016 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Professional Expert Hourly Employees
October 8, 2015

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Gutierrez, Omar	CHC, Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	10/9/15	12/31/15	\$20/\$25/\$30
Manuatu, Joseph	CHC, Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	10/9/15	12/31/15	\$20/\$25/\$30
Carroll, April	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	10/9/15	12/31/15	\$20/\$25/\$30
Copeland, Madison	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	10/9/15	12/31/15	\$20/\$25/\$30
Dominguez, Exson	Economic Development Corporate Training-PDC	DIST	Workforce Development/ PDC Trainer	10/9/15	12/31/15	\$15.00
Monin, Craig	Economic Development Corporate Training-PDC	DIST	Workforce Development/ PDC Trainer	10/9/15	12/31/15	\$50.00
Bolita, Anthony	KVCR	DIST	Closed Captioning Editor III	10/9/15	12/31/15	\$21.00
Davila, Robert	Applied Technology Division-Culinary Arts	SBVC	Program Assistant	10/12/15	12/24/15	\$20.00
Seiala, Robert	Applied Technology Division-Welding	SBVC	Assistant Instructor	10/9/15	12/18/15	\$20.00
Tillman, James	Counseling and Matriculation	SBVC	Program Assistant	10/12/15	12/31/15	\$20.00
McGreevy, William	Police Academies/ Criminal Justice	SBVC	Facilitator/Evaluator/ Safety Facilitator	10/9/15	12/31/15	\$35/\$105 per session /\$25

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Short Term Hourly Employees

October 8, 2015

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Buckwalter, Maddox	CHC Tutoring Center	CHC	Tutor II	10/9/15	12/31/15	\$12.00
Dickey, Samantha	CHC Tutoring Center	CHC	Tutor II	10/9/15	12/31/15	\$12.00
Blackstone, Julianna	CHC Tutoring Center	CHC	Tutor III	10/9/15	12/31/15	\$14.00
Estrada, Joshua	Kinesiology	CHC	Tutor II	10/9/15	12/31/15	\$12.00
Almazan, Jason	Library	CHC	Project Assistant II	10/9/15	12/31/15	\$12.00
Lee, Jeffrey	Library	CHC	Project Assistant II	10/9/15	12/31/15	\$12.00
Snapp-Kolas, Christopher	STEM Pathways Grant	CHC	Tutor II	10/9/15	12/30/15	\$12.00
Enciso, Jose	Basic Skills Committee-Instruction Office	SBVC	Tutor II	10/9/15	12/20/15	\$12.00
Vazquez, Diego	Basic Skills Committee-Instruction Office	SBVC	Tutor II	10/9/15	12/20/15	\$12.00
Asad, Sabehha	English	SBVC	Tutor III	10/9/15	12/18/15	\$14.00
English, Clarence	First Year Experience	SBVC	Tutor III	10/9/15	12/18/15	\$14.00
Garcis, Krystel	First Year Experience	SBVC	Tutor III	10/9/15	12/18/15	\$14.00
Wright, Chache	First Year Experience	SBVC	Tutor III	10/9/15	12/18/15	\$14.00
Davis, Cynthia	GIS	SBVC	Tutor I	10/9/15	12/18/15	\$10.00
Loera, Andrew	Student Health Services	SBVC	Project Assistant III	10/9/15	12/31/15	\$14.00
Faamafi, Natasha	Student Success Center	SBVC	Tutor II	10/9/15	12/25/15	\$12.00
Nelson, Cherie	Student Success Center	SBVC	Tutor II	10/9/15	12/25/15	\$12.00
Santana, Amy	Student Success Center	SBVC	Tutor II	10/9/15	12/31/15	\$12.00

Amend September 10, 2015 Board date to revise Duties and Hourly Rate.

Nguyen, Minh T	Student Success Center	SBVC	Tutor II	9/11/15	12/25/15	\$12.00
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Substitute Employees

October 8, 2015

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate	Justification
Uribe, Reyna	Admissions & Records	CHC	Admissions & Records Technician	09/14/15	11/14/15	17.97	New: Vacancy. In recruitment.
Ulloa, Stephen	Bookstore	CHC	Bookstore Assistant I	09/08/15	11/08/15	\$14.31	New: Vacancy (K. Wheeler) working out of class.
Lopez, Daniel	Counseling	CHC	Student Services Technician I	09/08/15	11/08/15	\$17.09	New: Vacancy, in recruitment
Lopez, Daniel E	EOPS/CARE /CalWORKs	CHC	Student Services Technician I	09/08/15	11/08/15	17.09	New: Vacancy (M. Marrujo). In recruitment.
Garcia, Sarahi	Financial Aid	CHC	Clerical Assistant I	09/01/15	10/15/15	\$13.69	Extension: In recruitment.
Andrada, Cecilia	Human Resources	DIST	Human Resources Generalist	08/31/15	09/10/15	\$27.72	New: Vacancy, in recruitment
Mosley, Erica	Human Resources	DIST	Human Resources Generalist	08/31/15	09/10/15	\$27.72	New: Vacancy, in recruitment
Lapham, Garrett	KVCR	DIST	Broadcast Operator	09/02/15	11/02/15	\$20.82	New: Vacancy Need multiple subs for coverage – 24/7 position.
Miller, Donald	KVCR	DIST	Broadcast Operator	09/02/15	11/02/15	\$20.82	Extension: Vacancy Need multiple subs for coverage – 24/7 position.
Porter, Janine	KVCR	DIST	Broadcast Operator	09/02/15	11/02/15	\$20.82	New: Vacancy Need multiple subs for coverage – 24/7 position.

Shaff, Joseph	KVCR	DIST	Broadcast Operator	09/02/15	11/02/15	\$20.82	Extension: Vacancy Need multiple subs for coverage – 24/7 position.
Espinoza, Clara	Payroll	DIST	Account Clerk II	08/14/15	10/14/15	\$17.09	New: Vacancy (A. Lujan) in recruitment process
Duran, Ricardo	Police	DIST	College Security Officer	8/26/15	10/26/15	\$16.69	New: On call for vac/sick coverage.
Jeannotte, Michele	Police Department	DIST	Administrative Secretary	08/31/15	09/10/15	\$20.32	New: Vacancy, in recruitment
Chi, David	Custodial	SBVC	Custodian	10/31/15	12/31/15	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Fractious, Mary	Custodial	SBVC	Custodian	10/31/15	12/31/15	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Hernandez, Amber	Custodial	SBVC	Custodian	10/31/15	12/31/15	\$15.87	Extension: On Call vacancy in active recruitment /sick/vacation coverage.
Morgan, Ericka	Custodial	SBVC	Custodian	10/31/15	12/31/15	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.

Murillo, Rosa	Custodial	SBVC	Custodian	10/31/15	12/31/15	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Sanchez, Mark	Custodial	SBVC	Custodian	10/31/15	12/31/15	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Pinedo, Vanessa	Custodial	SBVC	Custodian	08/24/15	10/24/15	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Ornelas-Mora, Krista	Financial Aid	SBVC	Clerical Assistant II	09/08/15	11/08/15	\$15.11	New: Sick/Vacation Coverage
Rykbos, Tiffany	Food Services	SBVC	Food Service Worker	10/31/15	12/31/15	\$12.71	Extension: On call for sick/vacation/LOA coverage.
Valen, Reynolds	Food Services	SBVC	Food Service Worker	10/31/15	12/31/15	12.71	Extension: On call for sick/vacation/LOA coverage.
Gonzalez, Amelia	Police Academies	SBVC	Secretary II	08/29/15	10/29/15	\$18.41	New: Vacancy (J. Rodrick) In recruitment
Demers, Dora	President's Office	SBVC	Admin Secretary	09/14/15	09/28/15	\$20.32	Vacancy (sub until new hire start date of 9/28/15)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman
Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman
Vice Chancellor, Human Resources & Employee Relations

DATE: October 8, 2015

SUBJECT: Consideration of Approval of Reclassifications

RECOMMENDATION

It is recommended that the Board of Trustees approve the Reclassification of the following employees:

- John Feist, Computer Technician, SBVC
- Maria Trujillo, Financial Aid Specialist II, SBVC
- Emily McNichols, Secretary I, SBVC

OVERVIEW

The employees submitted a Request for Consideration of Position Classification. The Classified Service Employee Association (CSEA) and Human Resources reviewed the request and recommended approval to reclassify:

	From	To	Effective
John Feist	Computer Technician (38 E)	Technology Support Specialist II (50A)	May 1, 2015
Maria Trujillo	Financial Aid Specialist II (40E)	Financial Aid Coordinator (44D)	June 1, 2015
Emily McNichols	Secretary I (29E)	Secretary II (33D)	July 1, 2015

ANALYSIS

The employees based their request for position reclassification on the accretion of duties and responsibilities in their respective positions.

John Feist has been performing the full range of duties and responsibilities for the operation, management, support, and maintenance of computer network, hardware and software systems in support of administrative and instructional users.

Maria Trujillo has been coordinating various financial aid processes, operations and activities within the Financial Aid Office.

Emily McNichols has been performing the full range of general administrative and complex secretarial duties with occasional instruction.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

The reclassification financial implications are as follows:

John Feist	from Range 38 Step E (\$4405)	to Range 50 Step A (\$4874)	Retroactive to May 1, 2015
Maria Trujillo	from Range 40 Step E (\$4629)	to Range 44 Step D (\$4865)	Retroactive to June 1, 2015
Emily McNichols	from Range 29 Step E (\$3530)	to Range 33 Step D (\$3892)	Retroactive to July 1, 2015

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

DATE: October 8, 2015

SUBJECT: Consideration of Approval of Salary Step Advancement for Management Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the salary step advancement for Mike Strong and Bryan Reece.

OVERVIEW

Acting on the recommendation of Bruce Baron, Chancellor, it is being recommended that:

Mike Strong, Vice President, Administrative Services, CHC, be advanced on the Management Salary Schedule from Range 23, Step D, \$152,714 annually to Range 23, Step E, \$160,345 annually, effective July 1, 2015.

Bryan Reece, Vice President, Instruction, CHC, be advanced on the Management Salary Schedule from Range 23, Step C, \$145,445 annually, to Range 23, Step D, \$ 152,714 annually, effective July 1, 2015.

ANALYSIS

Advancement on the Management Salary Schedule for employees on Range 23 and higher is at the discretion of the Chancellor.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2015-2016 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Dr. Gloria Fisher, President, SBVC
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Stipends for Head & Assistant Coaches

RECOMMENDATION

It is recommended that the Board of Trustees approve stipends for head and assistant coaches, SBVC.

OVERVIEW

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

ANALYSIS

Coaches are routinely hired for sports teams.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2015 - 2016 budget

Stipends for Head & Assistant Coaches
October 8, 2015

The following individuals will serve as coaches for the Fall 2015 Season:

Brewer, Quincy	Men's Basketball	\$6,764.00
Clarendon, Jasmare	Women's Basketball	\$6,764.00

The following individuals will serve as assistant coaches for the Fall 2015 Season:

Charles, Rawlston	Men's Basketball	\$4,683.00
Connor, Dominique	Women's Basketball	\$3,642.00
Grey, Matthew	Football	\$3,642.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman, Vice Chancellor
Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman, Vice Chancellor
Human Resources & Employee Relations

DATE: October 8, 2015

SUBJECT: Consideration of Approval of the Senior Research & Planning Analyst
Classified Job Description

RECOMMENDATION

It is recommended that the Board of Trustees approve the Senior Research & Planning Analyst classified job description at Range 58.

OVERVIEW

The Senior Research & Planning Analyst position leads, designs, develops, and conducts highly complex projects using advanced social science research principles, methodologies, and statistical analyses in the college's institutional effectiveness, research and planning program to provide data and information regarding student learning outcomes (SLO), performance accountability measures, and climate surveys for use in institutional evaluation and improvement, and college planning and evidence-based decision-making. This position is the advanced journey-level in the research class series (analyst, assistant, and data specialist) and provides functional coordination of the work of other research and support staff

ANALYSIS

This position Coordinates with college leadership to implement a campus-wide, strategic research and planning agenda including implementation of program reviews, college planning activities, accreditation, institutional grants, organizational change initiatives, and decision-making processes related to student success, governance, and institutional effectiveness; assists the Dean in monitoring progress on a portfolio of research studies and developing appropriate project timelines.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2015-2016 budget. This is a new position approved and identified as a critical and essential position for the overall efficient operation and effectiveness of the Research and Planning department.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

SENIOR RESEARCH & PLANNING ANALYST

*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 an assigned manager, this position leads, designs, develops, and conducts highly complex projects using advanced social science research principles, methodologies, and statistical analyses in the college's institutional effectiveness, research and planning program to provide data and information regarding student learning outcomes (SLO), performance accountability measures, and climate surveys for use in institutional evaluation and improvement, and college planning and evidence-based decision-making. This position is the advanced journey-level in the research class series (analyst, assistant, and data specialist) and provides functional coordination of the work of other research and support staff.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Coordinates with college leadership to implement a campus-wide, strategic research and planning agenda including implementation of program reviews, college planning activities, accreditation, institutional grants, organizational change initiatives, and decision-making processes related to student success, governance, and institutional effectiveness; assists the Dean in monitoring progress on a portfolio of research studies and developing appropriate project timelines.
2. Conducts broad-scale and highly complex institutional research projects and studies; exercises project responsibility from conceptual design and problem definition/hypothesis development through data collection, analysis, interpretation and findings; prepares research and statistical findings in appropriate written and oral form for use by varying audiences and proper technical form for scholarly publication.
3. Designs methodologies and instruments for a variety of institutional research projects including studies of student performance measures; validity, reliability and accuracy of placement examinations and prerequisites; methods and tools for assessing outcomes; and assessment of institutional effectiveness.
4. Evaluates projects to determine proper statistical inquiry methods and formulates the investigative processes and procedures to be followed; employs advanced, sound, and innovative research methodologies and high-order statistical techniques.
5. Provides guidance, training, and technical assistance to faculty, administrators, and staff during program reviews and annual planning; generates appropriate research instruments and analyses for programs to interpret and present data in their final program reviews and annual plans.
6. Identifies and obtains required data resources; coordinates program-specific data collection to ensure data integrity and reliability; designs web-enabled, scannable, and other survey forms using specialized software.
7. Designs systems, tools, dashboards, visualizations, and portals to extract, collect, analyze, merge and report on data and information related to academic programs, curriculum, enrollment management, student demographics and outcomes, matriculation, assessment and other relevant data; extracts, transforms, and loads longitudinal database files from several sources such as district student and financial information systems, California Community College Chancellor's Office Management Information System (MIS), California Employment Development Department (EDD), and the Integrated Postsecondary Education Data System (IPEDS).

8. Collaborates with faculty and campus leadership to integrate SLO assessments into instructional improvement, institutional evaluation, and college planning activities and decision-making; develops and presents assessment options and advises faculty and college leadership on their efficacy.
9. Provides work direction, technical research guidance, and training to other research and support staff; supervises professional experts, consultants and contractors, interns, and student assistants.
10. Develops, coordinates, and presents in-service professional development on various topics including SLO assessment, program review and planning, recent research findings, data literacy, data collection techniques, and other topics as necessary.
11. Collaborates with the institutional research and planning community to ensure the college remains current in the latest trends in research and data acquisition for the community college system; regularly makes presentations at regional, state, and national forums and organizations dealing with institutional research in higher education.
12. Analyzes research data and findings of other agencies and translates their implications and limitations as they pertain to the college; conducts literature reviews; analyzes trends in community college education, college and community characteristics, and anticipates planning and information needs.
13. Evaluates and develops recommendations for policies, procedures, and systems based on analysis of current and proposed programs and practices.
14. Represents the Office of Institutional Effectiveness, Research, and Planning on various governance committees and institutional projects.
15. 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:

- Principles, practices, procedures and techniques involved in the research, collection, analysis interpretation and reporting of statistical data.
- Computerized data collection, management, manipulation and distribution requirements for analysis and reporting functions.
- Principles, methods and procedures of operating computers and peripheral equipment.
- Qualitative and quantitative analysis, and longitudinal and program evaluation studies.
- Statistical procedures related to sampling, correlation analysis, prediction modeling, projections and other quantitative measures applied to education research and design.
- Survey, study, data collection and research project design, instruments, techniques and methodology.
- Report writing and statistical record-keeping techniques.
- American Psychological Association (APA) formatting and style guide.
- Data verification and clean-up procedures.
- District and college organization, operations, policies, and procedures.
- Operational characteristics, services, and activities of the functions, programs, and operations of the assigned area.
- English usage, grammar, spelling, punctuation, and vocabulary.
- Interpersonal, oral, and written communication skills.
- Principles of team leadership and motivation.
- Principles of organizational theory, change, and leadership.

Ability to:

- Work independently and effectively in the absence of supervision.
- Provide technical assistance concerning institutional effectiveness and related data and statistics.
- Review, analyze and arrange data according to project and study specifications and requirements.
- Interpret findings and analyze data, and provide related recommendations.

Develop, maintain and enhance appropriate applications, software systems, databases, interactive-spreadsheets, data entry forms, report writers, and web-based systems.
Prepare a variety of narrative and statistical records and reports.
Keep accurate records and prepare statistical and narrative reports.
Meet schedules and timelines; plan and organize work.
Use correct English, grammar, spelling, punctuation, and vocabulary.
Make arithmetic calculations quickly and accurately.
Understand and follow oral and written directions.
Work under steady pressure with frequent interruptions and a high degree of public contact by phone or in person.
Work with and exhibit 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.
Effectively use tact, patience and courtesy with those contacted in the course of work.
Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines – *A typical way to obtain the knowledge and abilities would be:*

Education/Training:

A Bachelor's degree from an accredited college or university in Social Science, Psychology, Sociology, Behavioral Science, Computer Science, Statistics, Business, Economics or a related field.

Experience:

Four (4) years of research experience.

Preferred Education/Training/Experience:

1. Master's degree from an accredited college or university.
2. Experience in the California Community College environment.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

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

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

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

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

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman, Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman, Vice Chancellor, Human Resources & Employee Relations

DATE: October 8, 2015

SUBJECT: Consideration of Approval of Adoption of Resolution to Authorize Workers' Compensation Coverage for District Volunteers

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Resolution, authorizing Worker's Compensation Coverage for District Volunteers.

OVERVIEW

The San Bernardino Community College District desires to provide workers' compensation coverage to volunteers who are performing services for the District or its Colleges in certain recognized activities.

ANALYSIS

Adoption of Worker's Compensation for Volunteers is authorized under California Labor Code 3363.5, where public agencies may choose to extend workers' compensation coverage to volunteers that perform services for the organization.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2015-16 Budget.

RESOLUTION

Resolution Authorizing Workers' Compensation Coverage For Volunteers

WHEREAS, the San Bernardino Community College District desires to provide workers' compensation coverage to volunteers who are performing services for the District or its Colleges in certain recognized activities; and

WHEREAS, under *Labor Code* Section 3363.5, the District may deem these volunteers to be District employees for purposes of workers' compensation coverage by adopting a Resolution;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the District hereby declares that these volunteers are deemed to be District employees for purposes of workers' compensation coverage pursuant to *Labor Code* Section 3363.5, and authorizes the Chancellor or designee to seek out such coverage

John Longville, President
Board of Trustees
San Bernardino Community College District

ATTEST:

Joseph Williams, Clerk

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: September 10, 2015
SUBJECT: Consideration of Approval of Conference Attendance

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached conference attendance requests.

OVERVIEW

Individual conference requests for professional growth and staff development for academic and classified staff are submitted by the campuses and the district office.

ANALYSIS

Faculty and staff attend conferences to obtain updated information on policies and procedures in their fields. In addition, conference attendance provides professional growth and staff development.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- III. Resource Management for Efficiency, Effectiveness and Excellence
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2015-2016 budget.

DISTRICT CONFERENCE ATTENDANCE

NAME	DEPARTMENT	CONFERENCE NAME	TRAVEL START DATE	TRAVEL END DATE	CITY, STATE	PURPOSE	ESTIMATED COST	FUNDING SOURCE
Frank Blanquet	KVCR	16th Annual Imagine Native Film & Media Arts Festival	10/10/15	10/20/15	Toronto, Canada	This is the largest world-wide film festival and FNX will be previewing films and media arts for potential programming as well as networking for channel sponsorships.	\$3,500.00	San Manuel General Funds
Ben Holland and Robert "Chuck" Reinstra	KVCR	PBS New Mexico v6 Roadshow	10/13/15	10/17/15	Albuquerque, NM	This is a hands on conference for the programming and engineering portion of KVCR	\$2,200.00/each	KVCR General Funds
Jason Brady	TESS	InCommon Shibboleth Installation Workshop	10/18/15	10/20/15	Arlington, TX	Training on how to implement Shibboleth v3 and integrate it with campus systems to provide Single sign-on	\$2,400.00	DCS General Funds
Cory Brady	TESS	Colleague WEB API: Cusomizing API Advanced online training	10/19/15	10/21/15	Redlands, CA	The Colleague Web API provides a restful, web-based interface for external solutions that need to communicate with the Colleague ERP system. Participants will learn how to create a new endpoint involving two data repositories and requires a coordination services, and how to test Colleague Web API endpoints; how to is Colleague SDK for Net to interface with Colleague database without customizing Colleague Web API.	\$1,440.00	DCS General Funds
Jose Torres and Larry Strong	Business & Fiscal Services	2015 Association of Chief Business Officials Fall Conference	10/25/15	10/28/15	Redondo Beach, CA	To attend conferences and interface with industry colleagues regarding the current financial climate in California. District management will gain knowledge and insight to aid in future planning and the identification of financial opportunities.	\$1,290 per person	Controller and Accounting General Funds
Alfredo Cruz	KVCR	PBS Leadership Meeting	11/04/15	11/08/15	Albuquerque, NM	Continuation of PBS Leadership Development Series for New GM's	\$2,000.00	KVCR General Funds

DISTRICT CONFERENCE ATTENDANCE

NAME	DEPARTMENT	CONFERENCE NAME	TRAVEL START DATE	TRAVEL END DATE	CITY, STATE	PURPOSE	ESTIMATED COST	FUNDING SOURCE
Yvette Tram	TESS	Project Management Professional (PMP) Boot Camp	11/08/15	11/12/15	Irvine, CA	To learn the fundamentals of Project Management such as cost, communication, scope and time management. This training will provide skills and techniques to lean projects and manage multiple resources	\$3,165.00	DCS General Funds
Dianna Jones	TESS	Project Management Professional (PMP) Boot Camp	12/06/15	12/10/15	Culver City, CA	To learn the fundamentals of Project Management such as cost, communication, scope and time management. This training will provide skills and techniques to lean projects and manage multiple resources	\$3,346.00	DCS General Funds

CHC CONFERENCE ATTENDANCE

NAME	DEPARTMENT	CONFERENCE NAME	TRAVEL START DATE	TRAVEL END DATE	CITY, STATE	PURPOSE	ESTIMATED COST	FUNDING SOURCE
Bryan Reece	Instruction	CCCCIO Executive Board Meeting	10/28/15	10/30/15	San Diego, CA	To promote and advance teaching and learning in California public community colleges.	\$1,035.00	President General Fund
John Muskavitch	Financial Aid	2015 Portraits of Success CASFAA Annual Conference	10/31/15	11/03/15	Sacramento, CA	Annual statewide conference for rules and regulations for the 2016-2017 upcoming award year.	\$1,655.00	Financial Aid General Fund
Richard Hughes III	Arts/Sciences	Geological Society of America National Conference	10/30/15	11/04/15	Baltimore, MD	Presenting two proposals for which abstracts were accepted by the national conference committee. The first research topic is concerning the field program at CHC as a recruitment technique for majors. The second research involves a co-authorship with a student based on an honors research project.	\$1,695.00	Professional Development & STEM Grant
Denise Allen and Jessica McCambly	Academic Senate	2015 Fall Plenary Session	11/05/15	11/07/15	Irvine, CA	To learn the latest updates regarding Academic Senate, professional issues and topics.	\$1,300.00 Each	President General Fund
Michael Sheahan	Respiratory Care	AARC Congress 2015	11/05/15	11/10/15	Tampa, FL	To network and gather new information and technology affecting the respiratory care industry.	\$2,088.00	Perkins Grant and Student Equity Grant
Jonathan Townsend	MERIS	SI Supervisor Training	11/08/15	11/11/15	Kansas City, MO	Prepare for tutoring to oversee SI programs and provide additional skills in the Tutoring Center.	\$1,525.00	\$500.00 Professional Development. The remaining to be paid by employee.

CHC CONFERENCE ATTENDANCE

NAME	DEPARTMENT	CONFERENCE NAME	TRAVEL START DATE	TRAVEL END DATE	CITY, STATE	PURPOSE	ESTIMATED COST	FUNDING SOURCE
Ericka Paddock	Student Life	2015 SSSCC Fall General Assembly	11/11/15	11/15/15	Sacramento, CA	Ericka Paddock, advisor and five students to attend the 2015 Fall General Assembly which will allow them to pursue policies that will improve student access, promote student success, engage and empower local student leaders and enrich the collegiate experience for all California community college students.	\$8,000.00 Total	Student Representative Fee Account
Martin Marsman	EMS	ECCU 2015 Emergency Cardiovascular Care Update	12/06/15	12/11/15	San Diego, CA	As a AHA Training Center, required to support our Emergency Medical Technician, Respiratory Care and Paramedic Programs, this program will exhibit the changes in science/healthcare regulations and recommendations. It will keep our staff/students at the leading edge of healthcare and public safety.	\$1,827.00	CPR Trust Fund 0637

SBVC CONFERENCE ATTENDANCE

NAME	DEPARTMENT	CONFERENCE NAME	TRAVEL START DATE	TRAVEL END DATE	CITY, STATE	PURPOSE	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Raymond Carlos and 8 students	Student Life	American Student Government Association National Summit	10/01/15	10/04/15	Bethesda, MD	American Student Government Association (ASGA) will focus on understanding the purpose, role, and function of an effective student government and how to collaboratively work with administrators and staff to participate fully in the college governance process.	\$2,055.70 for Raymond Carlos and \$1,883.70 for each student	Student Rep Fee Fund	Conference is being Ratified as the Student Life Office was given misinformation by the District's Accounts Payable department on how to process conference travel for students and staff regarding Student Trust Accounts.
Ricky Shabazz	Student Services	New Chief Student Services Officers Training	10/11/15	10/13/15	Sacramento, CA	Training and Professional Development Opportunity for New Chief Student Services Officers. To go over state mandates for Student Equity and Student Success in Community Colleges.	\$1,392.43	Student Services General Fund	
Carol Wells	Science	Joint California Organization of Associate Degree Nursing (COADN) and California Association of Colleges of Nursing (CACN) Conference	11/01/15	11/04/15	Monterey Bay, CA	Monitoring and disseminating information regarding legislation and appointments to boards, task forces, and similar entities that influence nursing. This conference will enhance communication and networking between various nursing programs at all levels by providing a forum for discussion and sharing of successes, problems, and concerns.	\$1,278.31	Professional Development General Fund and Enrollment Growth Grant Fund	

SBVC CONFERENCE ATTENDANCE

NAME	DEPARTMENT	CONFERENCE NAME	TRAVEL START DATE	TRAVEL END DATE	CITY, STATE	PURPOSE	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Richard Jaramillo	Applied Technology, Transportation, and Culinary Arts	Special Equipment Manufacturers Association Annual Conference	11/01/15	11/07/15	Las Vegas, NV	The purpose of this conference is to obtain vendors for shop equipment and make contact with manufacturers in the Auto Industry.	Time Only	Not Applicable	
Ladan Ask, Johnny Conley, Andrea Hecht, Lisa Heckle, Heather Johnson, Craig Luke, Oscar Rodriguez, and Nivard Somers	First Year Experience	First Year Student Success in the Community College	11/05/15	11/08/15	Columbia, SC	The First Year Experience (FYE) program will take a team of FYE staff & faculty to said conference in order to gain insight on the development of San Bernardino Valley College - FYE Program.	\$1,805.00 each	Student Equity Categorical Fund	
Dr. Jeffrey Demsky	Social Sciences, Human Development, and Physical Education	Jewish American Holocaust Literature Conference	11/15/15	11/17/15	Miami, FL	This conference's theme, and the theme of my paper, is "Teaching the Discipline". In 2015, the SBVC Curriculum Committee approved the new course offering "Comparative Genocide and War Crimes." Pending state-approval, it will come on the board in 2016. Enabling me to join this conference will benefit the district because it will help me learn "best practices" as I prepare to teach this literature to our diverse community of learners.	\$750.00	Professional Development General Fund	

SBVC CONFERENCE ATTENDANCE

NAME	DEPARTMENT	CONFERENCE NAME	TRAVEL START DATE	TRAVEL END DATE	CITY, STATE	PURPOSE	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Melissa King	Social Sciences, Human Development, and Physical Education	American Anthropological Association Annual Meeting	11/18/15	11/22/15	Denver, CO	As a presenter at the conference, I will have the ability to professionally network for the purpose of maintaining currency in the discipline. I am presenting on the topic of contingent work and will also learn more from discussion of this issue which affects a majority of the SBCCD faculty	\$750.00	Professional Development General Fund	
Dr. Gloria Fisher	President's Office	The Community College League of California (CCLC) Annual Convention – Peace, Love & California Community Colleges and Partner Conferences	11/18/15	11/21/15	Burlingame, CA	The convention will bring together California Community Colleges professionals and state and national leaders, who will share their knowledge and experience and focus on working together as a system to realize a brighter future for the next generation. Provides opportunities for colleagues and partners to share their tools, models and accomplishments.	\$2,300.00	President's Office General Funds	This item was previously board approved on September 10, 2015 meeting. Item is being revised to reflect an increase in the total cost due to increase in hotel accommodations.
Leslie Gregory	CalWORKs and Workforce Development	2015 CalWORKs & Refugee Training Academy	12/07/15	12/10/15	Garden Grove, CA	To network, share and obtain program best practice methods as it relates to academic counseling. Learn new and upcoming program trends and strategies to strengthen the program services to meet the needs of the CalWORKs students served.	\$1,214.00	CalWORKs Categorical Fund	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: September 10, 2015
SUBJECT: Consideration of Approval of District/College Expenses

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached requests for District/College Expenses.

OVERVIEW

Individual requests are submitted to fund expenses related to various functions planned for the colleges and district office.

BOARD IMPERATIVE

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2015-2016 budget.

SBVC EXPENSES

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
American Student Government Association (ASGA) Student Government Summit	10/01/2015-10/04/2015	Sponsored by the Associated Student Government, the ASGA Student Government Summit held in Bethesda, MD will focus on understanding the purpose, role, and function of an effective student government and how to collaboratively work with administrators and staff to participate fully in the college governance process. Anticipated attendance is 12 students. Chaperone will be Raymond Carlos.	\$22,000.00	Student Representation Fee Fund	This item was previously board approved at the September 10, 2015 board meeting. Item is being amended to reflect the correct location. Although advertised as the ASGA Washington D.C. Student Government Summit, the actual conference is held in Bethesda, MD.
District English Learners Advisory Committee and English Learner Advisory Committee Meetings	10/09/15 12/11/15 02/26/16 04/15/16 06/03/16	Refreshments Sponsored by the Outreach and Recruitment and Counseling Departments. Committee members will meet to discuss programs and services, application processes and general college awareness. These meetings will be held at San Bernardino Valley College. anticipated attendance is 100 students, staff and community members.	\$8,000.00	Student Success and Support Program Categorical Funds	

SBVC EXPENSES

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Art Club Bus Trip to Palm Springs Museum of Art	10/10/15	Transportation Sponsored by the Art Club at San Bernardino Valley College, the Art Club is organizing a bus trip to Palm Springs Museum of Art. The trip will help promote the Art Club as well as provide a learning experience in the arts. Anticipated attendance is 105 faculty, staff, students and community members. Chaperones will be Jim Stewart and Mandi Batalo.	\$1,504.76	Student Clubs & Trust/Art Club Trust Account	
CalWORKs & Workforce Development Workforce Fair	10/21/15	Refreshments, Advertising/Promotional Materials and Printing Sponsored by CalWORKs & Workforce Development, this event provides an opportunity for San Bernardino Valley College students to meet and network with recruiters representing a variety of employers, obtain employment related information and materials, and learn about career opportunities with each organization. Anticipated attendance is 350 staff, students, employers and community members.	\$2,000.00	CalWORKs Categorical Funds and Career Services Trust Account	

SBVC EXPENSES

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Common Council City Elections Forum	10/21/15	Supplies, Meals, Decorations and Rentals Sponsored by the Associated Student Government, the common council city elections forum will focus on our current San Bernardino city elections and concerns. Candidates will be invited to attend an open forum for a question and answer session. Anticipated attendance is 500 students, staff and community members. Raymond Carlos will serve as the advisor.	\$5,000.00	Associated Student Government General Fund	
California Community College Student Affairs Association Conference (CCCSAA)	10/23/15-10/25/15	Registration, Lodging, Meals and Transportation Sponsored by CCCSAA, the Associated Student Government (ASG) will attend a three day leadership conference. Anticipated attendance is 8 ASG members and one faculty member. Raymond Carlos will serve as the advisor.	\$10,000.00	Student Representation Fee Fund	
Stress Solutions Oasis	10/29/15	Refreshments Sponsored by Student Health Services, this is an interactive stress management activity for faculty and staff. Anticipated attendance is approximately 60 faculty and staff members.	\$300.00	Student Health Fees Restricted Fund	

SBVC EXPENSES

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Region 9 CEO Meeting/Luncheon	10/30/15	Refreshments and Table Linens Sponsored by the President's office, the President is hosting the luncheon for the Region 9 CEO meeting. This meeting for the CEO's/President's within region 9 meet to collaborate and address issues or concerns within the Community Colleges. Anticipated attendance is approximately 15 CEO's and President's.	\$250.00	President's Office General Funds	
Principals' Breakfast	11/05/15	Refreshments Sponsored by the Outreach and Recruitment and Counseling Departments, the Principals from the three feeder high school districts will meet to discuss programs and services, application processes and general college awareness. The meeting will be held at San Bernardino Valley College. Anticipated attendance is 45 staff and community members.	\$1,000.00	Student Success and Support Program Categorical Funds	

SBVC EXPENSES

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Dreamers Field Trip - University of California, Irvine (UCI)	11/06/15	Bus Rental and Meals Sponsored by the First Year Experience Program, the Dreamers field trip to UCI is an all-day event for students to visit a four year University that is geared toward informing them about continuing higher education. The trip will consist of a campus tour and presentations from various departments on the UCI campus. Anticipated attendance is approximately 45 students, faculty and staff. Chaperones will be Johnny Conley and Dr. Craig Luke.	\$1,577.50	Student Equity Categorical Funds	

SBVC EXPENSES

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Region 9 Historical Black College and University (HBCU) Transfer Fair	11/09/15	Refreshments and Bus Rental Sponsored by the Transfer Center and Statewide HBCU Coordinator, this event is a fair and workshop to increase transfer rates by providing awareness of requirements and information about HBCU's. This event is a part of a HBCU caravan to community colleges statewide. Thanks to an agreement signed on March 17, 2015 between the California Community Colleges and nine historically black colleges and universities, California Community College students who complete certain academic requirements are now guaranteed transfer to a participating historically black college and university campus. Eight local feeder high schools and Region 9 Community Colleges will be invited to attend. Anticipated attendance is 500 students, faculty and staff.	\$9,200.00	Student Equity Categorical Funds	

SBVC EXPENSES

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Veteran's Day Celebration	11/10/15	<p>Decorations, Entertainment and Refreshments</p> <p>Sponsored by the Veteran's Resource Center, this celebration will aim to honor all military service members with an emphasis towards Vietnam and Korean War Veterans. Anticipated attendance is 500 students, faculty, Veterans and community members. Jason Alvarez will serve as the advisor.</p>	\$4,350.00	Veteran's Categorical Funds and STEM Categorical Funds	
Commercial Sexual Exploitation of Children (CSEC) Training	11/12/15	<p>Refreshments and Supplies</p> <p>Sponsored by Foster & Kinship Care Education (FKCE) Program, this training is to ensure that foster parents and kinship caregivers, along with professionals in child servicing services, understand the CSEC problem, which include risk factors and warning signs of victimization, how to identify exploited and at risk children, and how to provide or refer to appropriate services. It will also make caregivers aware that exploiters are known to target foster youth because of their unique vulnerabilities and accessibility. Anticipated attendance is 32 staff and community members.</p>	\$500.00	Foster & Kinship Care Education Program Categorical Funds	

SBVC EXPENSES

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Middle School Summit	11/20/15	<p>Refreshments</p> <p>Sponsored by the Outreach and Recruitment Department, this event is a Middle School Summit, inviting students from our service area middle schools to San Bernardino Valley College (SBVC). Students will learn about the admissions processes, opportunities, programs and services offered at SBVC and gain general college awareness. These meetings will be held at San Bernardino Valley College. Anticipated attendance is 300 students, staff and community members.</p>	\$2,500.00	Student Success and Support Program (SSSP) Categorical Funds	
Field Trip - California African American Museum	11/20/15	<p>Bus Rental, Admission Fee and Refreshments</p> <p>Sponsored by the Tumaini Program, this event will take San Bernardino Valley College Tumaini students, for educational purposes in black history, to the California African American Museum and IMAX Theater at the California Science Center. Anticipated attendance is 44 students and faculty members. Chaperones will be Kathy Kafela, Daniele Ramsey and Sandra Blackman.</p>	\$1,517.75	Student Equity Categorical Funds	

SBVC EXPENSES

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
San Bernardino Chamber of Commerce Leadership Program: Education Day Luncheon	02/19/16	Refreshments and Table Linens Sponsored by the President's office, the President is hosting the luncheon for the San Bernardino Chamber of Commerce Leadership Program group, who will be touring our campus during their Education Day. Anticipated attendance is approximately 25 community members and staff.	\$250.00	President's Office General Funds	

CHC EXPENSES

EVENT	DATE	ITEM BEING PURCHASED	ESTIMATED COST	FUNDING SOURCE
2015 Fall Club Rush	10/21/15	Refreshments, Giveaways, Decorations and supplies. Sponsored by the Associated Student Government for the CHC students and staff. Attending guests will have the opportunity to participate in various giveaways and have snacks and refreshments that will be provided by their ASB.	\$1,500.00	Student General Fund #027
Fall General Assembly	11/12/15-11/15/15	One advisor and five students to attend the 2015 Fall General Assembly, hosted by the Student Senate for California Community Colleges (SSCCC) in Sacramento, CA. Ericka Paddock will serve as the advisor.	\$8,000.00	Student Representative Fee Account

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: September 10, 2015
SUBJECT: Consideration of Approval of Individual Memberships

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached request for individual memberships.

OVERVIEW

Individual memberships related to job duties are submitted when institutional memberships are not available.

BOARD IMPERATIVE

I. Institutional Effectiveness
IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2015-2016 budget.

SBVC INDIVIDUAL MEMBERSHIPS

NAME	MEMBERSHIP	PURPOSE	ESTIMATED COST	FUNDING SOURCE
Abe Fulgham III and Cesar Rojas, Grounds Caretaker and Ronald Gordin, Lead Grounds Caretaker	Pesticide Applicators Professional Association	Continuing educational classes are required in order to renew their Department of Pesticide Regulation Certification every two years.	\$45.00 Each	Grounds General Funds 01-00-01-9504-0000-5200.00-6550

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Professional Services Contracts/Agreements

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached list of Professional Services contracts/agreements.

OVERVIEW

In accordance with Board Policy 6340 and Administrative Procedure 6340, Section A, Sub-section 3, the attached list of contracts for Professional Services, Consultants and Legal Services is submitted for approval.

ANALYSIS

The attached list of contracts, agreements and their associated purchase orders are for fiscal audits, legal services, consultants and other professional services that are needed by the District. Unless otherwise noted the amount shown for multi-year agreements is the projected total amount for the full contract period. Any changes to these amounts will be submitted for board ratification and/or approval.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The contracts/agreements on the attached list are budgeted for via purchase orders.

Contracts for Approval

Scheduled Board Date 10/8/2015

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Legal</i>				
Bennet & Bennet, LLC	(12090) Legal services for KVCR Spectrum Auction project; This is to approve amendment extending term date through 6/30/2016 at a cost of \$48,000 per month Term: 7/1/2015 - 6/30/2016 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$500,000.00	SSutorus

SubTotal for Legal: 1

Professional Services

Keenan & Associates	(12374) Production of a Wellness Committee; services include auditing, crafting and implementating the program Term: 8/31/2015 - 8/30/2016 Funding Source: General Funds	Human Resources/SBCCD	\$14,000.00	SSutorus
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SubTotal for Professional Services: 1

Grand Total Contracts for Board Date 10/8/2015: 2

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Purchase Order Report

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached list of purchase orders.

OVERVIEW

Education Code 81656 provides that all transactions entered into by an authorized officer shall be reviewed by the Board every 60 days. All Purchase Orders have been issued in accordance with the District's policies and procedures by an authorized officer of the District.

ANALYSIS

Purchase Orders between the ranges of 161415 - 161778 are attached for approval, except those approved through the contract agenda items. Purchase Orders are detailed by number, vendor, purpose, and amount.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2015/2016 budget.

Purchase Order Report
October 8, 2015

PO#	Vendor Name	Purchase Order Description	Amount
161505	REVOLVING CASH	Athletic Entry Fees	350
161506	REVOLVING CASH	Athletic Entry Fees	100
161463	SBVC BOOKSTORE	Classroom Textbooks	5,000.00
161464	SBVC BOOKSTORE	Classroom Textbooks	5,000.00
161465	SBVC BOOKSTORE	Classroom Textbooks	15,000.00
161550	HOBART INSTITUTE WELDING TECH	Classroom Textbooks	351
161590	COLLEGE ESSAY GUY	Conference	245
161639	AACRAO	Conference	200
161670	PEREZ, AMALIA	Conference	76.15
161697	INN AT USC WYNDHAM GARDEN	Conference	399
161667	CHAVIRA, REJOICE C	Conference	740
161583	CRUZ, ALFREDO	Conference	2,450.00
161662	CHILDERS, KAREN	Conference	1,655.00
161532	HISPANIC ASSOCIATION	Conference	2,268.00
161751	US BANK CORPORATE PMT SYSTEMS	Conference	1,010.41
161711	US BANK CORPORATE PMT SYSTEMS	Conference	1,200.00
161712	US BANK CORPORATE PMT SYSTEMS	Conference	1,000.00
161713	BRADY, JASON	Conference	400
161511	YAMAMOTO, JUNE	Conference	1,620.00
161576	BRAGGINS, ALAN	Conference	1,525.00
161429	GAMBOA, COLLEEN	Conference	65
161575	CCCAOE	Conference	495
161682	CALIFORNIA ETEC	Conference	5,000.00
161683	KUCK, GLEN	Conference	4,200.00
161716	MT SAN ANTONIO COLLEGE	Conference	50
161607	ELMORE, CORY	Conference	1,500.00
161668	STRONG, MICHAEL	Conference	595
161760	US BANK CORPORATE PMT SYSTEMS	Conference	551.81
161763	SBCSBA	Conference	100
161608	ACHRO/EEO	Conference	200
161609	ACHRO/EEO	Conference	200
161650	ACHRO/EEO	Conference	120
161651	ACHRO/EEO	Conference	120
161653	ACHRO/EEO	Conference	120
161654	ACHRO/EEO	Conference	120
161679	DIXON, KAREN	Conference	475
161680	RIVERA-REZA, ROSEMARY	Conference	475
161641	BRAGGINS, ALAN	Conference	990
161661	ALLEGIANCE SOFTWARE INC	Conference	1,200.00
161717	FRED PRYOR SEMINARS	Conference	299
161640	CALIFORNIANS DEDICATED TO	Conference	300
161700	CALIFORNIANS DEDICATED TO	Conference	750
161584	BLANQUET, FRANCISCO	Conference	2,450.00
161702	MUSKAVITCH, JOHN	Conference	1,804.05
161730	CALIFORNIA COMMUNITY COLLEGES	Conference	125

Purchase Order Report
October 8, 2015

161704 US BANK CORPORATE PMT SYSTEMS	Conference	2,400.00
161656 DEMSKY, DR JEFFREY	Conference	750
161566 HYATT HOTELS & RESORT	Conference	538.74
161565 WILLIAMS, JOSEPH	Conference	500
161592 COMMUNITY COLLEGE LEAGUE	Conference	565
161614 WELLS, CAROL	Conference	750
161655 MAURIZI, TAMARA	Conference	400
161663 GILBERT, JEREMIAH	Conference	1,495.00
161415 GROSS, DAWN	Conference	1,465.00
161600 NATIONAL RESOURCE CENTER FOR	Conference	5,625.00
161699 CALPERS EDUCATIONAL FORUM 2015	Conference	3,385.80
161715 TRAM, YVETTE	Conference	1,300.00
161728 PROJECT MANAGMENT ACADEMY	Conference	1,895.00
161693 RIVERSIDE COUNTY	Conference	63
161714 JONES, DIANNA	Conference	350
161726 PROJECT MANAGMENT ACADEMY	Conference	1,895.00
161727 COURTYARD BY MARRIOTT	Conference	1,112.18
161652 WORD, DANIEL	Conference	625
161690 TILLMAN, SHALITA	Conference	538
161691 VALENZUELA, PATRICIA	Conference	538
161692 GREGORY, LESLIE	Conference	889
161696 SACRAMENTO STATE COLLEGE	Conference	975
161536 GASCA, SUSAN	Conference	1,021.80
161527 MORENO, MARIANA	Conference	63.39
161572 CENTER FOR ACADEMIC DEVELOPMEN	Conference	830
161573 LOPEZ, ELIZABETH	Conference	1,500.00
161638 MCATEE,ROBERT	Conference	2,142.80
161606 PENN, JANET	Conference	582.24
161427 SBVC FOOD SERVICES	Conference	280.35
161544 US BANK CORPORATE PMT SYSTEMS	Conference	150
161553 US BANK CORPORATE PMT SYSTEMS	Conference	165.7
161649 SMITH, JAMES E.	Conference	154.34
161560 US BANK CORPORATE PMT SYSTEMS	Conference	78
161626 US BANK CORPORATE PMT SYSTEMS	Conference	42.27
161664 CRUZ, ALFREDO	Conference	296.14
161564 US BANK CORPORATE PMT SYSTEMS	Conference	89.55
161525 WISEGARVER, LILLIAN	Conference	2,450.00
161485 CARLOS, JOHN PAUL	Conference	63
161658 JENKINS, ROBERT	Conference	1,233.00
161528 MORENO, MARIANA	Conference	110
161577 DALE-CARTER, APRIL	Conference	832.5
161578 BENJAMIN, VEADA	Conference	852.5
161586 BOGH, DEBRA	Conference	110
161587 MELLO, BRANDICE	Conference	110
161610 CHAVIRA, REJOICE C	Conference	978
161424 COUNTY OF SAN BERNARDINO	Conference	225
161425 LINDSEY, CAROLYN	Conference	80

Purchase Order Report
October 8, 2015

161526 HUA, HENRY	Conference	950
161585 DIAZ, EMMA	Conference	950
161673 ALDER, MIKE	Conference	375.99
161676 GROFF, RICK	Conference	463.75
161678 SULLIVAN, DANIEL	Conference	375.99
161698 GIBBONS, ANN	Conference	930
161559 US BANK CORPORATE PMT SYSTEMS	Conference	750
161569 US BANK CORPORATE PMT SYSTEMS	Conference	1,125.55
161758 US BANK CORPORATE PMT SYSTEMS	Conference	228.7
161537 GRANT WRITING USA	Conference	1,625.00
161674 ROWLEY, KATHLEEN	Conference	80
161675 MCSHERRY, LAUREN	Conference	80
161677 RAGHAVAN, GIRIJA	Conference	80
161426 CALIFORNIA COMMUNITY COLLEGES	Conference	140
161482 CONLEY, JOHNNY	Conference	840
161596 COTA, MARCO	Conference	936
161597 AGUILAR-KITIBUTR, AILSA	Conference	936
161621 ZINN, WENDY	Conference	1,161.00
161659 CALIFORNIA WORKFORCE ASSOC	Conference	680
161761 US BANK CORPORATE PMT SYSTEMS	Conference	150
161513 RAMSEY, DANIELE	Conference	84
161514 UNIVERSITY OF CA REGENTS	Conference	60
161529 MORENO, MARIANA	Conference	85
161588 BOGH, DEBRA	Conference	85
161589 MELLO, BRANDICE	Conference	85
161535 MIDDLE COLLEGE NATIONAL CONSOR	Conference	950
161687 IEEP FOUNDATION FOR THE	Conference	2,000.00
161688 LEADERSHIP SAN BERNARDINO	Conference	550
161633 GLOBAL ENVIRONMENTAL TRAINING	Conference	640
161493 NATIONAL EDUCATIONAL	Dues & Memberships	150
161605 ACHRO/EEO	Dues & Memberships	750
161635 BEAUMONT CHAMBER OF COMMERCE	Dues & Memberships	60
161762 AMERICAN COUNCIL ON EDUCATION	Dues & Memberships	1,563.00
161764 SBCSBA	Dues & Memberships	250
161417 ASSOCIATION OF COMPUTER	Dues & Memberships	99
161422 NCMPR	Dues & Memberships	250
161423 CCPRO	Dues & Memberships	50
161618 CALIFORNIA ASSOCIATION FOR	Dues & Memberships	80
161644 MIDDLE COLLEGE NATIONAL CONSOR	Dues & Memberships	800
161744 P A P A	Dues & Memberships	135
161771 ACADEMIC SENATE, THE	Dues & Memberships	3,023.60
161772 AACC CONVENTION	Dues & Memberships	12,576.00
161539 G/M BUSINESS INTERIORS	Equipment	9,931.74
161643 CHEM-PAK	Equipment	4,297.53
161450 DUMMIES UNLIMITED INC	Equipment	1,085.40
161483 GENUINE AUTO PARTS	Equipment	5,397.84
161501 VWR INTERNATIONAL LLC	Equipment	1,205.82

Purchase Order Report
October 8, 2015

161519	WARD'S NATURAL SCIENCE EST INC	Equipment	8,807.89
161538	G/M BUSINESS INTERIORS	Equipment	93,122.37
161579	BONE CLONES	Equipment	15,347.78
161582	SCIENCE FIRST	Equipment	1,150.00
161593	DENOYER-GEPPERT SCIENCE CO	Equipment	1,881.64
161594	CAROLINA BIOLOGICAL SUPPLY CO	Equipment	5,710.26
161665	MICROSOFT	Equipment	323.95
161689	GRAINGER INC W W	Equipment	254.97
161695	SOUTHERN CALIFORNIA COLLISION	Equipment	64,840.78
161703	DISH FACTORY INC, THE	Equipment	16,499.99
161740	DIGITAL BUYER	Equipment	1,529.16
161773	G/M BUSINESS INTERIORS	Equipment	1,650.53
161562	STATER BROS MARKETS	Food Supplies	600
161430	GRAPHIC CHEMICAL & INCK CO	Instructional Supplies	92.66
161436	STAPLES	Instructional Supplies	324.35
161460	HAMILTON BELL CO INC	Instructional Supplies	277.55
161486	AIRGAS USA LLC	Instructional Supplies	10,000.00
161517	POCKET NURSE	Instructional Supplies	994.17
161543	PERKINELMER HEALTH SCIENCES	Instructional Supplies	64.6
161547	WEST COAST TRANSMISSION PARTS	Instructional Supplies	1,620.00
161563	FISHER SCIENTIFIC	Instructional Supplies	278.35
161580	STAPLES	Instructional Supplies	282.85
161581	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	418.15
161604	AIRGAS USA LLC	Instructional Supplies	1,470.00
161671	KH METALS & SUPPLY	Instructional Supplies	996.79
161733	SPORT DECALS	Instructional Supplies	558
161734	DICK BLICK	Instructional Supplies	287.38
161545	WEST COAST STANDARDS INC	Instructional Supplies	1,134.00
161444	B&H PHOTO VIDEO	IT Equipment	506.52
161447	DELL COMPUTER COMPANY	IT Equipment	6,609.96
161449	B&H PHOTO VIDEO	IT Equipment	5,839.25
161455	SEHI COMPUTER PRODUCTS INC	IT Equipment	10,417.23
161488	VERIZON WIRELESS	IT Equipment	2,087.38
161530	MICROSOFT	IT Equipment	320
161625	JOURNEYED	IT Equipment	1,593.00
161684	CDW GOVERNMENT INC	IT Equipment	9,194.58
161685	CDW GOVERNMENT INC	IT Equipment	1,018.53
161741	CDW GOVERNMENT INC	IT Equipment	835.83
161742	B&H PHOTO VIDEO	IT Equipment	122.9
161778	DELL COMPUTER COMPANY	IT Equipment	2,174.08
161602	CINTAS THE UNIFORM PEOPLE	Laundry	1,000.00
161598	STAPLES	Maintenance Supplies	228.61
161524	STAPLES	Non Instructional Supplies	126.32
161546	US BANK CORPORATE PMT SYSTEMS	Non Instructional Supplies	500
161743	STAPLES	Non Instructional Supplies	759.72
161522	STAPLES	Non Instructional Supplies	514.85
161445	AIS	Non Instructional Supplies	1,140.48

Purchase Order Report
October 8, 2015

161446 PRIORITY MAILING SYSTEMS LLC	Non Instructional Supplies	261.54
161448 STAPLES	Non Instructional Supplies	338.66
161453 SBVC BOOKSTORE	Non Instructional Supplies	2,000.00
161456 SBVC BOOKSTORE	Non Instructional Supplies	2,000.00
161457 HOME DEPOT, THE	Non Instructional Supplies	100
161462 STAPLES	Non Instructional Supplies	108.39
161476 STAPLES	Non Instructional Supplies	445.27
161495 PRIORITY MAILING SYSTEMS LLC	Non Instructional Supplies	55.24
161497 STAPLES	Non Instructional Supplies	1,610.19
161500 HYLTON, CHRISTOPHER	Non Instructional Supplies	46.98
161503 SCANTRON CORPORATION	Non Instructional Supplies	551.75
161512 US BANK CORPORATE PMT SYSTEMS	Non Instructional Supplies	3,000.00
161518 STAPLES	Non Instructional Supplies	729.34
161533 R.L. BRYAN COMPANY	Non Instructional Supplies	1,024.00
161540 STAPLES	Non Instructional Supplies	316.2
161548 STAPLES	Non Instructional Supplies	228.67
161551 STAPLES	Non Instructional Supplies	431.07
161552 GOODRICH, KELLY	Non Instructional Supplies	19.2
161561 SBVC BOOKSTORE	Non Instructional Supplies	1,500.00
161567 SBVC BOOKSTORE	Non Instructional Supplies	3,000.00
161571 STAPLES	Non Instructional Supplies	756.57
161603 STAPLES	Non Instructional Supplies	357.76
161617 BOUND TREE MEDICAL	Non Instructional Supplies	94.19
161619 CAREER COMMUNICATIONS INC	Non Instructional Supplies	224.92
161622 US BANK CORPORATE PMT SYSTEMS	Non Instructional Supplies	200
161629 SBVC BOOKSTORE	Non Instructional Supplies	300
161630 SBVC BOOKSTORE	Non Instructional Supplies	250
161672 STAPLES	Non Instructional Supplies	821.81
161681 STAPLES	Non Instructional Supplies	57.52
161686 STAPLES	Non Instructional Supplies	269.49
161718 GLOVE NATION	Non Instructional Supplies	210.61
161719 STAPLES	Non Instructional Supplies	230.39
161720 SEHI COMPUTER PRODUCTS INC	Non Instructional Supplies	349.43
161721 STAPLES	Non Instructional Supplies	146.84
161723 STAPLES	Non Instructional Supplies	96.21
161724 STAPLES	Non Instructional Supplies	171.4
161729 STAPLES	Non Instructional Supplies	138.77
161732 STAPLES	Non Instructional Supplies	334.22
161766 TORRES, JOSE	Non Instructional Supplies	270
161767 GOODRICH, KELLY	Non Instructional Supplies	24.4
161770 PROFESSIONAL ID CARDS INC	Non Instructional Supplies	11.01
161478 STAPLES	Non Instructional Supplies	273.7
161542 STAPLES	Non Instructional Supplies	539.88
161710 STAPLES	Non Instructional Supplies	63.79
161487 STAPLES	Non Instructional Supplies	303.67
161549 STAPLES	Non Instructional Supplies	75.63
161434 DEMCO SUPPLY INC	Non Instructional Supplies	2,000.00

Purchase Order Report
October 8, 2015

161502 REVOLVING CASH	Officials	2,466.00
161504 REVOLVING CASH	Officials	2,655.00
161735 REVOLVING CASH	Officials	1,520.00
161774 HIGGINS, EARNEST	Operational Expenses & Fees	30
161507 REVOLVING CASH	Operational Expenses & Fees	1,680.00
161508 REVOLVING CASH	Operational Expenses & Fees	1,440.00
161736 REVOLVING CASH	Operational Expenses & Fees	720
161737 REVOLVING CASH	Operational Expenses & Fees	1,520.00
161738 REVOLVING CASH	Operational Expenses & Fees	3,160.00
161437 MARTINEZ, JASON	Operational Expenses & Fees	600
161438 RAMIREZ, JESSE	Operational Expenses & Fees	600
161439 ALVAREZ, SERJIO	Operational Expenses & Fees	600
161440 ROBLES, THOMAS	Operational Expenses & Fees	600
161441 FUENTES-CABRERA, GRACIELA	Operational Expenses & Fees	600
161442 CALZADA, NATALY	Operational Expenses & Fees	600
161443 PLIEGO, FRANCISCA	Operational Expenses & Fees	600
161454 SBVC FOOD SERVICES	Operational Expenses & Fees	528.95
161496 COUNTY OF SAN BERNARDINO	Operational Expenses & Fees	315
161534 SBVC FOOD SERVICES	Operational Expenses & Fees	1,908.16
161709 ORIGINAL TACO GIRLS, THE	Operational Expenses & Fees	450
161755 SECRETARY OF THE STATE	Operational Expenses & Fees	20
161757 CHATTERJEE, ACHALA	Operational Expenses & Fees	250
161451 SBCCD FINANCIAL AID	Operational Expenses & Fees	110,000.00
161484 GAINES, ASHLEY	Personal Mileage	1,000.00
161554 PEREZ, AMALIA	Personal Mileage	500
161555 FIELDS, WHITNEY	Personal Mileage	500
161556 ELMORE, CORY	Personal Mileage	500
161557 TRUJILLO, KARLA	Personal Mileage	800
161558 LEWIS, DENEATRICE	Personal Mileage	800
161591 BROWN, CAROL	Personal Mileage	200
161611 BEDELL, SUSANN	Personal Mileage	100
161612 OPRIS, IOSIF	Personal Mileage	800
161613 PENN, JANET	Personal Mileage	800
161669 NORMAN, LISA	Personal Mileage	800
161701 BROWN, SECRET	Personal Mileage	800
161595 DELGADO, ARLEEN	Personal Mileage	200
161666 VERIZON CALIFORNIA	Phone Utilities	500
161660 NICHOLS, BARBARA	Postage	5.75
161520 SBCCD PRINTING SERVICES	Printing, SBCCD	8,400.00
161722 SBCCD PRINTING SERVICES	Printing, SBCCD	500
161756 SBCCD PRINTING SERVICES	Printing, SBCCD	500
161753 RELYMEDIA	Promotional Products	1,432.40
161433 KCETLINK	Promotional Products	500
161632 APPLE COMPUTER INC	Promotional Products	2,634.00
161731 CLERY CENTER FOR SECURITY	Reference Books	64.8
161515 SBVC FOOD SERVICES	Refreshments	388.26
161521 SBVC SUN ROOM	Refreshments	628.29

Purchase Order Report
October 8, 2015

161523 SBVC SUN ROOM	Refreshments	280.31
161541 US BANK CORPORATE PMT SYSTEMS	Refreshments	160.26
161623 US BANK CORPORATE PMT SYSTEMS	Refreshments	500
161624 US BANK CORPORATE PMT SYSTEMS	Refreshments	200
161636 HUA, HENRY	Refreshments	111.74
161759 US BANK CORPORATE PMT SYSTEMS	Refreshments	34.97
161765 SBVC FOOD SERVICES	Refreshments	203.59
161466 GARCIA, RUDY J	Student Aid	2,000.00
161468 BROWN, JOHN	Student Aid	3,000.00
161469 UNITED METHODIST NURSERY	Student Aid	3,000.00
161725 SBVC CAMPUS BUSINESS OFFICE	Student Aid	1,000.00
161752 SBVC BOOKSTORE	Student Aid	25,000.00
161467 CARRILLO, RAYMUDO	Student Aid	3,000.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Routine Contracts/Agreements and Memorandums of Understanding

RECOMMENDATION

It is recommended that the Board of Trustees ratify the attached list of routine contracts/agreements and memorandums of understanding

OVERVIEW

In accordance with Board Policy 6340, the attached list is submitted for Board ratification and/or approval

ANALYSIS

The attached list of contracts, agreements and their associated purchase orders are routine, customary and necessary for the on-going operations of the District. Unless otherwise noted the amount shown for multi-year agreements is the projected total amount for the full contract period. Any changes to these amounts will be submitted for board ratification and/or approval.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The contracts/agreements/memorandums of understanding on the attached list are budgeted for via purchase orders.

Routine Contracts and Agreements

Scheduled Board Date 10/8/2015

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>ASB Discount Program</i>				
Advanced Injury Center	(12332) ASB Discount program - Vendor to give a discount or special to persons showing their valid ASB Card; no cost to District Term: 7/1/2015 - 6/30/2016 Funding Source: N/A	Student Life/SBVC		SSutorus
Clippers Family Cuts	(12330) ASB Discount program - Vendor to give a discount or special to persons showing their valid ASB Card; no cost to District Term: 7/1/2015 - 6/30/2016 Funding Source: N/A	Student Life/SBVC		SSutorus
G & G Smog Only	(12334) ASB Discount program - Vendor to give a discount or special to persons showing their valid ASB Card; no cost to District Term: 7/1/2015 - 6/30/2016 Funding Source: N/A	Student Life/SBVC		SSutorus
Hair to the Max	(12335) ASB Discount program - Vendor to give a discount or special to persons showing their valid ASB Card; no cost to District Term: 7/1/2015 - 6/30/2016 Funding Source: N/A	Student Life/SBVC		SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>ASB Discount Program</i>				
J & J Auto Fabrics, Inc	(12329) ASB Discount program - Vendor to give a discount or special to persons showing their valid ASB Card; no cost to District Term: 7/1/2015 - 6/30/2016 Funding Source: N/A	Student Life/SBVC		SSutorus
Redlands Automotive Diagnostics	(12333) ASB Discount program - Vendor to give a discount or special to persons showing their valid ASB Card; no cost to District Term: 7/1/2015 - 6/30/2016 Funding Source: N/A	Student Life/SBVC		SSutorus
SecurCare Self Storage	(12328) ASB Discount program - Vendor to give a discount or special to persons showing their valid ASB Card; no cost to District Term: 7/1/2015 - 6/30/2016 Funding Source: N/A	Student Life/SBVC		SSutorus
Stephenson's Flowers	(12331) ASB Discount program - Vendor to give a discount or special to persons showing their valid ASB Card; no cost to District Term: 7/1/2015 - 6/30/2016 Funding Source: N/A	Student Life/SBVC		SSutorus
<i>SubTotal for ASB Discount Program: 8</i>				

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Broadcasting Rights</u>				
Chickasaw Nation	(12386) Broadcasting license agreement for the airing of 37 videos; no cost to District Term: 8/1/2015 - 7/31/2020 Funding Source: N/A	FNX/KVCR		SSutorus
Seschillie, Donavan	(12372) Broadcast rights for KVCR-FNX to air the program "Rockey Boy" Term: 10/9/2015 - 10/8/2019 Funding Source: KVCR - Gen Funds	FNX/KVCR	\$1,800.00	SSutorus
Seschillie, Donavan	(10026) Broadcast rights for KVCR-FNX to air the program "Goodnight Irene"; This is to approve Amendment 1 - revision to term end date Term: 1/1/2014 - 10/8/2015 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$350.00	SSutorus
Vtape/Wanda Vanderstoop	(12351) Broadcast rights for the airing of five films "The Cave, Choke, Wapawekka, Nikamowin, Tungijjuq" Term: 7/2/2015 - 7/1/2019 Funding Source: KVCR - Gen Funds	FNX/KVCR	\$8,400.00	SSutorus
<i>SubTotal for Broadcasting Rights: 4</i>			<i>\$10,550.00</i>	

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>CalWorks Child Care</u>					
	Brown, John III	(12311) CalWorks Grant to cover cost of Childcare for participating Students - Parent - Brown, Khadijah Term: 8/1/2015 - 6/30/2016 Funding Source: CalWorks	Calworks/SBVC	\$9,289.92	SSutorus
	Solorio, Maria	(12310) CalWorks Grant to cover cost of Childcare for participating Students - Parent – Solorio, Anna Term: 8/1/2015 - 6/30/2016 Funding Source: CalWorks	Calworks/SBCCD	\$8,624.64	SSutorus
<i>SubTotal for CalWorks Child Care: 2</i>				<i>\$17,914.56</i>	
<u>CalWorks Off-Campus Work Study</u>					
	Woodward Leadership Academy	(12309) Off-Campus workstudy - Student - Ramos, Tiffany; reimbursed at 75% of per hourly rate Term: 9/1/2015 - 6/30/2016 Funding Source: CalWorks	Calworks/SBVC	\$9,504.00	SSutorus
<i>SubTotal for CalWorks Off-Campus Work Study: 1</i>				<i>\$9,504.00</i>	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Clinicals</u>				
Loma Linda, City of, Fire Department	(12318) Clinical site for EMS programs participants; no cost to District Term: 7/1/2015 - 6/30/2020 Funding Source: N/A	EMS/CHC		SSutorus
San Antonio Community Hospital	(12337) Clinical Site for EMS program participants; no cost to District Term: 10/1/2015 - 9/30/2016 Funding Source: N/A	EMS/CHC		SSutorus
San Gorgonio Memorial Hospital	(12365) Clinical Site for the RN-Nursing program participants; no cost to District Term: 7/1/2015 - 6/30/2020 Funding Source: N/A	Nursing/SBVC		SSutorus
<i>SubTotal for Clinicals: 3</i>				
<u>General</u>				
ACRA Machinery Inc	(12336) Repair of 9 milling machines; funded through the Employment Training Panel grant Term: 9/4/2015 - 10/31/2015 Funding Source: State Grant	PDC/SBCCD	\$3,920.48	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>				
ADT Security Services, Inc	(12393) Alarm system service for the Computer Services Building Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	TESS/SBCCD	\$499.00	SSutorus
Alhambra Reprographics, Inc DBA A & I Reprographics	(12396) Reproduction of technical drawings for bond projects on the CHC Campus Term: 7/1/2015 - 6/30/2016 Funding Source: Bond Funded	Kitchell/CHC	\$45,000.00	SSutorus
Alhambra Reprographics, Inc DBA A & I Reprographics	(12395) Reproduction of technical drawings for bond projects on the SBVC Campus Term: 7/1/2015 - 6/30/2016 Funding Source: Bond Funded	Kitchell/SBVC	\$30,000.00	SSutorus
Alhambra Reprographics, Inc DBA A & I Reprographics	(12326) Reproduction of technical drawings for non-bond projects Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	Maintenance/SBVC	\$2,000.00	SSutorus
Allegiance Software, Inc	(12359) Online software training for KVCR staff Term: 10/28/2015 - 10/29/2015 Funding Source: KVCR - CPB Grant - TV	KVCR/KVCR	\$1,200.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Allied Storage Containers Inc	(12397) Rental of storage containers for furniture, fixtures and equipment from OE2 and CHC M&O buildings Term: 6/1/2015 - 6/30/2016 Funding Source: Bond Funded	Kitchell/CHC	\$1,900.00	SSutorus
Arrowhead Group DBA Basic Backflow	(12323) Labor and material to replace 3/4 bypass assemble with shut off valve lock in Art Building as part of backflow assembly Term: 9/4/2015 - 10/31/2015 Funding Source: General Funds	Maintenance/SBVC	\$1,338.59	SSutorus
Arrowhead Group DBA Basic Backflow	(12324) Labor and material to replace the 3/4" bypass assembly with 975XLD and 4" FDC & cover Term: 9/4/2015 - 10/31/2015 Funding Source: General Funds	Maintenance/SBVC	\$1,128.89	SSutorus
Arrowhead Group DBA Basic Backflow	(12231) On demand backflow device testing, repair and new device installation Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	Maintenance/SBVC	\$30,000.00	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>				
ATEN Construction Inc	(12399) Removal of all surveyor utility markings on sidewalks, parking lots, etc. Term: 10/8/2015 - 12/31/2015 Funding Source: Bond Funded	Kitchell/SBVC	\$4,200.00	SSutorus
Azusa Pacific University	(12394) Articulation Agreement for students in the SBVC Nursing Program to receive scholarships to attend Azusa Pacific University; no cost to District Term: 9/10/2015 - 9/9/2020 Funding Source: N/A	Nursing/SBVC		SSutorus
Burgess Moving & Storage	(11179) Provide labor and equipment to move welding equipment, machinery, furniture and miscellaneous items as indicated to storage containers on campus. Provide rigging services for granite table and other large pieces of equipment; This is to approve additional cost of \$3,142 associated with the Applied Technology Building renovation project Term: 1/2/2015 - 6/30/2016 Funding Source: Bond Funded	Kitchell/SBVC	\$3,877.00	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>				
Cart Man, The	(12385) On demand repairs for SBVC's Maintenance Department carts Term: 9/14/2015 - 6/30/2016 Funding Source: General Funds	Maintenance/SBVC	\$5,000.00	SSutorus
CCC Chancellor's Office	(12349) Student-Right-To-Know Reporting Subscription Agreement; paid for by State Block Grant Term: 7/1/2015 - 6/30/2017 Funding Source: State Grant	TESS/SBCCD	\$15,600.00	SSutorus
Center for Healthcare Education Inc	(12390) Provide CPR classes at SBVC and CHC for staff and faculty Term: 9/1/2015 - 6/30/2016 Funding Source: General Funds	Safety/SBCCD	\$4,670.00	SSutorus
ChemPak	(12371) Repairs to vacuums and other floor equipment Term: 9/1/2015 - 6/30/2016 Funding Source: General Funds	Custodial/SBVC	\$2,121.00	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>					
	Citadel Environmental Services, Inc	(12391) Industrial Hygiene Consulting services for Occupational Noise Assessments at SBVC Central Plant Term: 9/1/2015 - 6/30/2016 Funding Source: General Funds	Safety/SBCCD	\$3,830.00	SSutorus
	Claire Laughlin Consulting	(12303) Presenter for the workshop at the Cabinet Retreat 2 Term: 12/2/2015 - 12/2/2015 Funding Source: General Funds	Chancellor/SBCCD	\$8,650.00	SSutorus
	Clancy, J.R.	(12344) Inspection of motorized rigging equipment at SBVC Auditorium Term: 8/1/2015 - 6/30/2016 Funding Source: General Funds	Maintenance/SBVC	\$1,000.00	SSutorus
	Copier Logistics Specialists	(12317) Removal and return of leased Konica Minolta copiers located on all District sites Term: 9/4/2015 - 9/30/2015 Funding Source: General Funds	TESS/SBCCD	\$6,295.00	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>					
	CORT Furniture Rental	(12307) Set up of temporary office cubicles and rental of office furniture for the Human Resources Department Term: 9/16/2015 - 3/16/2016 Funding Source: General Funds	Safety/SBCCD	\$4,034.36	SSutorus
	CSUSB College of Extended Learning	(12315) MOU - Collaboration of the development and delivery of a Science Technical Engineering and Math (STEM) Certificate for Educators; no cost to District Term: 10/10/2015 - 10/9/2018 Funding Source: N/A	PDC/SBCCD		SSutorus
	Diehl, Hans	(12368) Keynote speaker and presentation titled "Eat More and Weigh Less"; not cost to District Term: 10/4/2015 - 10/4/2015 Funding Source: N/A	Health Education/CHC		SSutorus
	Dish Factory Inc.,The	(11714) Installation of a Pitco Fryer at SBVC kitchen area in the cafeteria; paid out of the CTE Enhancement Grant Term: 9/1/2015 - 6/30/2016 Funding Source: State Grant	ATTC/SBVC	\$16,499.99	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>					
	EBenefits Solutions, LLC	(12361) Benefits services for the Human Resources department for Affordable Care Act project management, monitoring, reporting and administrator training Term: 10/1/2015 - 9/30/2017 Funding Source: General Funds	Human Resources/SBCCD	\$61,300.00	SSutorus
	FastSigns	(12362) Production of blade signage with logo and graphics Term: 8/1/2015 - 12/31/2015 Funding Source: Student Equity	First Year/SBVC	\$1,102.81	SSutorus
	FCC Group International (USA)	(12316) Facilitate training for a group of 20 Chinese delegates; no cost to District Term: 9/1/2015 - 9/1/2015 Funding Source: N/A	PDC/SBCCD		SSutorus
	Foreman, Becky	(12341) Facilitation of the AB86 Executive Committee Meetings Term: 10/9/2015 - 10/9/2015 Funding Source: AB86 Adult Consortium	Mathematics/SBVC	\$1,000.00	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>				
Gilardoni, Inc. dba Hoodz of the High Desert	(12384) Cleaning services for the Sunroom's hoods Term: 9/14/2015 - 6/30/2016 Funding Source: General Funds	Maintenance/SBVC	\$2,370.00	SSutorus
H & L Charter Co, Inc	(12363) Bus rental for field trip to UC Irvine for a campus tour Term: 11/6/2015 - 11/6/2015 Funding Source: Student Equity	First Year/SBVC	\$1,077.50	SSutorus
HAAS Automation Inc.	(12340) Repairs to the hydraulic pressure parker equipment; funded through ETP Grant Term: 8/24/2015 - 8/24/2015 Funding Source: State Grant	PDC/SBCCD	\$490.57	SSutorus
Hoists Direct, Inc.	(12381) Installation of a Street Crane and Beam for the Technology Dept forklifts Term: 10/1/2015 - 12/31/2015 Funding Source: State Grant	Technology Services/SBVC	\$7,668.00	SSutorus
Horizon Water	(12352) On demand bottled water services and hot/cold water dispenser Term: 9/1/2015 - 8/31/2016 Funding Source: Student Health Fee	Health Services/CHC	\$300.00	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>				
Inn at USC Wyndham Garden	(12369) Room rental for staff and faculty to attend the "Institute on First Year Student Success in the Community College" Conference Term: 11/5/2015 - 11/8/2015 Funding Source: Student Equity	First Year/SBVC	\$3,385.80	SSutorus
InnerWorkings	(12343) Production of 100 "Wyland Sea: Turtle Rising" DVD's Term: 8/1/2015 - 12/31/2015 Funding Source: KVCR - Gen Funds	TV/KVCR	\$518.40	SSutorus
Institute of Heating & Air Conditioning Industries, Inc.	(12360) Booth rental at the "36th Annual HVAC Trade Show"; no cost to District Term: 11/3/2015 - 11/3/2015 Funding Source: N/A	ATTC/SBVC		SSutorus
Land Solutions, The	(12305) Repair and maintenance at SBVC football field; labor and material included Term: 9/1/2015 - 6/30/2016 Funding Source: General Funds	Maintenance/SBVC	\$19,850.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	LATCareers, LLC	(12382) Booth rental at the Career Fair for recruitment services Term: 10/22/2015 - 10/22/2015 Funding Source: General Funds	Human Resources/SBCCD	\$499.00	SSutorus
	LVH Entertainment Systems dba LVH Electrical, Inc.	(12392) Safety inspection of SBVC Auditorium, North Hall Bldg and CHC PAC Bldg Term: 9/11/2015 - 6/30/2016 Funding Source: General Funds	Safety/SBCCD	\$2,750.00	SSutorus
	Mt. San Jacinto CCD	(12388) Provide assistance in the development of the Digital Media Curriculum Industry Alignment mini grant proposal; funded through the ICT Digital Media grant Term: 10/10/2015 - 11/30/2015 Funding Source: State Grant	PDC/SBCCD	\$4,957.00	SSutorus
	Mukhopadyay, Sharanya	(12367) Performance and dance workshop at the "Dance Festival of India" event Term: 11/5/2015 - 11/5/2015 Funding Source: General Funds	Student Life/SBVC	\$500.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
National Education Telecommunications Association	(12358) Booth rental and sponsorship agreement for the "2015 NETA Conference" Term: 10/4/2015 - 10/8/2015 Funding Source: KVCR - Gen Funds	KVCR/KVCR	\$20,000.00	SSutorus
NCHERM Group LLC, The	(12379) Provide Title IX compliance consulting including policies and procedures review, and Coordinator and Investigator Certification Training Term: 10/1/2015 - 9/30/2016 Funding Source: General Funds	Human Resources/SBCCD	\$85,000.00	SSutorus
Original Taco Girls, The	(12350) Provide catering for non-employees for the Fall Transfer Fair Term: 9/28/2015 - 9/28/2015 Funding Source: General Funds	Transfer Center/CHC	\$450.00	SSutorus
Pacific Industrial Electric Company Inc	(12325) On Demand Contract for electrical repairs on SBVC campus Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	Maintenance/SBVC	\$5,000.00	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>				
Party Plus Rental	(12308) Rental of canopies, chairs, and tables for STEM event Term: 10/22/2015 - 10/24/2015 Funding Source: STEM Grant	STEM/SBVC	\$3,792.04	SSutorus
Pena, Luis A DBA Tech 4 Fit	(12389) On demand repair and maintenance of fitness equipment Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	Athletics/SBVC	\$3,000.00	SSutorus
Promoting Matters	(12373) Production of tile coasters for promotional giveaways Term: 10/22/2015 - 10/22/2015 Funding Source: General Funds	Chancellor/SBCCD	\$1,700.00	SSutorus
Quantum Group, The	(12370) Production of custom labeled bottled water used to promote SBVC programs Term: 9/1/2015 - 12/31/2015 Funding Source: State Grant	Financial Aid/SBVC	\$1,966.69	SSutorus
Relymedia	(12312) Production of 400 flash drives with FNX logo and imprint Term: 9/1/2015 - 12/31/2015 Funding Source: KVCR - Gen Funds	FNX/KVCR	\$1,432.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	San Bernardino Black Culture Foundation	(12364) Quarter page advertisement in the "Black Rose Awards" Program Term: 9/11/2015 - 9/11/2015 Funding Source: General Funds	Chancellor/SBCCD	\$150.00	SSutorus
	San Bernardino County Sexual Assault Services Inc	(12321) Mutual Aid agreement for providing maximum assistance for crime victims; no cost to District Term: 7/1/2015 - 6/30/2018 Funding Source: N/A	District Police/SBCCD		SSutorus
	San Joaquin Chemicals, Inc	(12313) Monthly water treatment for SBVC Central Plant Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	Maintenance/SBVC	\$12,780.00	SSutorus
	San Joaquin Chemicals, Inc	(10760) Monthly water treatment for SBVC Central Plant; annual amount revised to \$14,000 per year Term: 7/1/2014 - 6/30/2015 Funding Source: General Funds	Maintenance/SBVC	\$14,000.00	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>				
Schools First Federal Credit Union	(12327) Service - 457(b) Service Agreement as Third Party Administrator for District Retirement Plan Offered to District Employees; no cost to District Term: 7/1/2015 - 6/30/2020 Funding Source: N/A	Fiscal Services/SBCCD		SSutorus
Small Manufacturers Institute	(11914) Provide assistance in facilitating Career Technical Education development workshops, programming, and events; funded through the Industry Driven Regional Collaborative grant Term: 7/1/2015 - 6/30/2016 Funding Source: State Grant	PDC/SBCCD	\$12,960.00	SSutorus
South Sequoia, LLC	(12345) Provide assistance in the facilitation of workshops for High Schools and CHC counselors as part of the CTE Transition project Term: 10/9/2015 - 6/30/2016 Funding Source: Perkins	Program Development/CHC	\$23,000.00	SSutorus
South Sequoia, LLC	(12346) Provide assistance in the implementation of Career and Technology Education Management Application (CATEMA) System Term: 10/9/2015 - 6/30/2016 Funding Source: Perkins	Program Development/CHC	\$9,000.00	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>				
Southern California Collision Equipment	(12338) Installation of a deluxe chain and clamp wall mount; funded through the Career Technical Education Grant Term: 9/1/2015 - 12/31/2015 Funding Source: State Grant	Technology Services/SBVC	\$64,840.78	SSutorus
Stanley Convergent Security Solutions, Inc.	(12398) Furnish and install security monitoring equipment for Applied Technology building; monthly monitoring fee is covered by the campus Term: 7/1/2015 - 6/30/2016 Funding Source: Bond Funded	Kitchell/SBVC	\$5,426.00	SSutorus
Sun Newspaper, The	(12366) Full page advertisement in the "Focus on Education" section to promote SBVC and CHC programs Term: 9/27/2015 - 9/27/2015 Funding Source: General Funds	Marketing/SBCCD	\$2,500.00	SSutorus
Tacos La Morena	(12354) Provide catering for non-employees for the Fall Transfer Fair Term: 10/14/2015 - 10/14/2015 Funding Source: General Funds	Transfer Center/SBVC	\$540.00	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>				
Valley Tire Company	(12383) On demand services and repairs for SBVC carts Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	Maintenance/SBVC	\$1,500.00	SSutorus
Vector USA DBA Vector Resources Inc	(12322) On demand purchase order for SBVC surveillance system repairs and maintenance Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	Maintenance/SBVC	\$5,000.00	SSutorus
<i>SubTotal for General: 65</i>			<i>\$574,570.90</i>	
<u>Income - Grant</u>				
CCC Chancellor's Office	(12301) Grant -Student Services Disabled Students Program and Services - Alternative Text Production Center Grant Term: 7/1/2015 - 6/30/2016 Funding Source: N/A	ATPC/SBCCD	\$1,500,000.00	SSutorus
Chabot-Las Positas CCD	(12356) California Early Childhood Mentor Program participation agreement; Direct reimbursement to coordinator for operation of a local mentor program Term: 8/31/2015 - 9/1/2016 Funding Source: N/A	Child Development/SBVC	\$1,000.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Grant</u>					
	Chabot-Las Positas CCD	(12375) California Early Childhood Mentor Program participation agreement; Direct reimbursement to coordinator for operation of a local mentor program Term: 8/1/2015 - 7/31/2016 Funding Source: N/A	Child Development/CHC	\$1,000.00	SSutorus
	Yosemite CCD	(12355) Instructional agreement for the advancement of child development teachers to get stipends to advance their Early Childhood Teachers Certifications Term: 7/1/2015 - 6/30/2016 Funding Source: N/A	Child Development/SBVC	\$12,500.00	SSutorus
<i>SubTotal for Income - Grant: 4</i>				<i>\$1,514,500.00</i>	
<u>Income - Underwriter</u>					
	Department of Children Services	(12320) Underwriter agreement to sponsor KVCR-FM programs Term: 9/1/2015 - 9/26/2015 Funding Source: N/A	FM/KVCR	\$2,500.00	SSutorus
<i>SubTotal for Income - Underwriter: 1</i>				<i>\$2,500.00</i>	

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Joint Power/Piggyback Purchase</u>					
	Dell Computer Company	(12289) 40 new computers for classrooms, labs and offices; WSCA B27160 Term: 7/1/2015 - 9/30/2015 Funding Source: Capital Outlay	Campus Tech/SBVC	\$46,967.92	SSutorus
	Dell Computer Company	(12291) 41 new computers for classrooms, labs and offices; WSCA B27160 Term: 7/1/2015 - 9/30/2015 Funding Source: Capital Outlay	Campus Tech/SBVC	\$47,464.22	SSutorus
	Dell Computer Company	(12292) 50 new computers for classrooms, labs and offices; WSCA B27160 Term: 7/1/2015 - 9/30/2015 Funding Source: Capital Outlay	Campus Tech/SBVC	\$69,651.65	SSutorus
	Dell Computer Company	(12290) 80 new computers for classrooms, labs and offices; WSCA B27160 Term: 7/1/2015 - 9/30/2015 Funding Source: Capital Outlay	Campus Tech/SBVC	\$104,082.16	SSutorus
	Dell Computer Company	(12348) Software - "Quantum LTO 6 Tapes" used for system backups; WSCA B27160 Term: 9/1/2015 - 6/30/2016 Funding Source: General Funds	TESS/SBCCD	\$2,174.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Joint Power/Piggyback Purchase</u>				
G/M Business Interiors	(12357) Furnish and assemble chairs for classrooms; piggyback contract San Bernardino County 10-209-A2 Term: 9/1/2015 - 12/31/2015 Funding Source: General Funds	Maintenance/CHC	\$5,449.68	SSutorus
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GST Information Technology Solutions	(12400) Purchase of smart classroom technology equipment for CHC New Science building project; piggyback contract from Los Angeles Community College District Bid #94 Term: 10/9/2015 - 6/30/2016 Funding Source: Bond Funded	Kitchell/CHC	\$700,000.00	SSutorus
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<i>SubTotal for Joint Power/Piggyback Purchase: 7</i>			<i>\$975,789.63</i>	
<hr/>				
<u>Maintenance Agreement</u>				
Climatec Building Technologies Group	(9406) Maintenance agreement for heating ventilation and air conditioning controls for the Crafton Hills College Campus buildings; This is to correct the term dates Term: 7/1/2013 - 6/30/2016 Funding Source: General Funds	Maintenance/CHC	\$2,786.00	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>Maintenance Agreement</u>					
	Couts Heating & Cooling, Inc.	(12304) Removal and replacement of capacitors, power board, and fuses in the HW Pump VFD drive Term: 8/27/2015 - 12/31/2015 Funding Source: General Funds	Maintenance/CHC	\$4,625.00	SSutorus
	Pacific Parking Systems, Inc	(9393) Maintenance of parking permit vending machines on campus; This is to correct the term dates Term: 7/1/2013 - 6/30/2016 Funding Source: Parking Fee	Administrative Services/CHC	\$9,000.00	SSutorus
	Siemens Industry, Inc	(12314) Maintenance Agreement for Security System to SBVC Physical Science Building Doors Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	Maintenance/SBVC	\$4,850.00	SSutorus
<i>SubTotal for Maintenance Agreement: 4</i>				<i>\$21,261.00</i>	
<u>PO as Contract</u>					
	Fairview Ford	(12401) Repairs to District Police vehicles license plate numbers 1431195 and 1431196 Term: 9/22/2015 - 9/23/2015 Funding Source: General Funds	District Police/SBCCD	\$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>PO as Contract</u>					
<i>SubTotal for PO as Contract: 1</i>				\$400.00	
<u>Program Acquisition</u>					
	Hallows Productions Inc	(12387) Program acquisition rights for the airing of "Kagagi" Term: 10/9/2015 - 10/8/2020 Funding Source: KVCR - Gen Funds	TV/KVCR	\$6,000.00	SSutorus
<i>SubTotal for Program Acquisition: 1</i>				\$6,000.00	
<u>Software/Online Services</u>					
	Bluehost	(12247) Registration of Web Hosting Site for domain name "edctfoundation.org" Term: 8/13/2015 - 8/12/2018 Funding Source: General Funds	PDC/SBCCD	\$334.05	SSutorus
	College Board, The	(12347) Accuplacer test units for online assessments for new students Term: 9/1/2015 - 6/30/2016 Funding Source: Matriculation	Counseling/CHC	\$10,000.00	SSutorus
	ComputerLand of Silicon Valley	(12378) Software licensing for Microsoft software package for CHC Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	TESS/SBCCD	\$26,030.50	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><i>Software/Online Services</i></u>					
	ComputerLand of Silicon Valley	(12377) Software licensing for Microsoft software package for SBVC Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	TESS/SBCCD	\$83,924.50	SSutorus
	Fastspring	(12306) Software licensing for "Carbon Copy Cloner 4" Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	Technology Services/SBVC	\$874.80	SSutorus
	Governet	(12376) Maintenance and support fee for CurricUNET software Term: 1/1/2016 - 12/31/2016 Funding Source: General Funds	TESS/SBCCD	\$26,750.00	SSutorus
	LawRoom	(12380) Site license for online training for staff, faculty, and students to be in compliance with the SaVE Act and Title IX laws; three year term for \$22,650 per year Term: 10/9/2015 - 10/8/2018 Funding Source: General Funds	Human Resources/SBCCD	\$67,950.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><i>Software/Online Services</i></u>					
	MSDSonline	(12339) Software licensing for "GHS Classification and Labelling" which is the indexing of Safety Data Sheets which allows employees to access OSHA compliance electronically Term: 7/1/2015 - 6/30/2016 Funding Source: General Funds	Safety/SBCCD	\$562.50	SSutorus
	Perceptive Software, Inc. (now) Lexmark Enterprises Software	(12342) Software license for scanner maintenance and support Term: 8/1/2015 - 6/30/2016 Funding Source: General Funds	Counseling/CHC	\$3,991.68	SSutorus
	Public Media Partnerships, Inc	(12302) Software licensing for "Prompli Pro" used as a password protected cloud-based online application for pledge drives Term: 9/1/2015 - 8/31/2016 Funding Source: KVCR - Gen Funds	FM/KVCR	\$1,791.00	SSutorus
	Servint Corporation, The	(12319) Essential VPS bandwidth service for webhosting and maintenance at a cost of \$135.00 per month Term: 7/1/2015 - 6/30/2018 Funding Source: KVCR - Gen Funds	KVCR/KVCR	\$5,000.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Software/Online Services</u>					
	Singlewire Software, LLC	(12353) Software maintenance service for Informacast system that uses the phones in the District as speaker endpoints for audio and text based broadcasts Term: 9/1/2015 - 5/19/2016 Funding Source: General Funds	TESS/SBCCD	\$7,500.00	SSutorus

SubTotal for Software/Online Services: 12

\$234,709.03

Grand Total Contracts for Board Date 10/8/2015: 113

Routine Contracts - Summary

Scheduled Board Meeting 10/8/2015

EXPENSES

Category	Number of Contracts	Contract Value	
<i>ASB Discount Program</i>	8	\$0.00	
<i>Broadcast Rights</i>	4	\$10,550.00	
<i>CalWorks Child Care</i>	2	\$17,914.56	
<i>CalWorks Work Study</i>	1	\$9,504.00	
<i>Clinicals</i>	3	\$0.00	
<i>General</i>	65	\$574,570.90	
<i>Joint Powers/Piggyback Purchase</i>	7	\$975,789.63	
<i>Maintenance Agreement</i>	4	\$21,261.00	
<i>PO as Contract</i>	1	\$400.00	
<i>Program Acquisition</i>	1	\$6,000.00	
<i>Software/Online Services</i>	12	\$234,709.03	
	108		
		Total Expenses	\$1,850,699.12

INCOME

Category	Number of Contracts	Contract Value	
<i>Income - Grant</i>	4	\$1,514,500.00	
<i>Income - Underwriter</i>	1	\$2,500.00	
	5		
Total Number of Contracts	113	Total Income	\$1,517,000.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor of Business & Fiscal Services
PREPARED BY: Fath-Allah Oudghiri, Director, Facilities Planning & Construction
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Amendment 001 to Leighton Consulting, Inc. Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 001 to the Leighton Consulting, Inc. contract for Measure M projects at CHC, in the amount of \$71,000.00 for special inspection services associated with the Occupational Education 2 (OE2) building project at CHC.

OVERVIEW

On February 19, 2015, the Board of Trustees approved a contract with Leighton Consulting, Inc. for geotechnical observation and special testing for various projects at Crafton Hills College. During the course of construction for the OE2 building the project fell behind due to contractor and design issues. The general contractor provided a recovery schedule, which extended the final completion date from June 19, 2015 to October 10, 2015. It has been determined that an increase of \$71,000.00 is needed to complete the special inspection services for this project.

ANALYSIS

The effect of this amendment will be an addition of \$71,000.00 to Leighton Consulting, Inc. contract, resulting in a revised contract amount of \$587,000.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the Fund 42 Bond Construction budget.

Occupational Education #2 (OE2) - 52

DATE: September 4, 2015

TO: Jose F. Torres
Interim Vice Chancellor, Business & Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Nicholas Farano
Project Manager
Crafton Hills College (CHC)
Kitchell/BRj

RE: Crafton Hills College (CHC) Measure M
OE2 Building
Leighton Consulting, Inc. Amendment #CA01

SCOPE:

SBCCD approval to execute an amendment to Leighton Consulting, Inc.'s contract and increase Purchase Order #160539 for special inspection services associated with the OE2 Building project.

NARRATIVE:

Leighton Consulting, Inc. is currently contracted to provide geotechnical observation and special testing for SBCCD through the District approved RFQ/RFP process and has a task order to complete special inspection for the OE2 Building at a not-to-exceed amount of \$100,000.00. The general contractor provided a recovery schedule, which extended the final completion date from June 19, 2015 to October 10, 2015. Kitchell/BRj requested a proposal from Leighton Consulting, Inc. to forecast the costs associated with the extended schedule from June 19, 2015 to October 10, 2015. Leighton Consulting, Inc.'s proposal estimated an increase of \$71,000.00 is needed to complete the OE2 Project.

RECOMMENDATION:

Kitchell/BRj recommends that SBCCD approval for Leighton Consulting, Inc. Amendment #CA01 in the total amount of \$71,000.00 and increase Purchase Order #160539 for the OE2 Building to a total of \$16,769.00 + \$71,000.00 = \$87,769.00.

BUDGET INFORMATION:

New Crafton Center – 8208

Info from Measure M Budget V28—8/31/15

Project Original Budget Amount:	\$ 31,347,128.00
Project Current Spent to date:	\$ 22,170,847.98
Project Current Estimate to Complete:	\$ 8,822,532.70
Project Memo Forecast Cost:	\$ 71,000.00
Project Change Amount:	\$ 00.00

Budget Line Item: 42-50-32-8208-0257-6210.13-7100 – Testing / Special Testing

Continued from page 1

Crafton Hills College (CHC) Measure M
OE2 Building
Leighton Consulting, Inc. Amendment #CA01

Approvals:

	
George Johnson, Bond Program Manager, Kitchell/BRj	9/9/15 Date
	
Mike Strong, Vice President, Administrative Services, CHC	9/9/15 Date
	
Jose F. Torres, Interim Vice Chancellor Business & Fiscal Services	9/14/15 Date

Attachments: Leighton's Request for Additional Budget, dated August 24, 2015

Handwritten signature and date: Mic 9/9/15
Handwritten signature and date: [Signature] 9/16/15

**CHC OE2 BUILDING
CONTRACT AMENDMENT: 001**

PROJECT: Crafton Hills College (CHC)
11711 Sand Canyon Road
Yucaipa, CA 92399

OWNER: San Bernardino Community College District (SBCCD)

TO: Leighton Consulting, Inc.
10532 Acacia Street, Suite B-6
Rancho Cucamonga, CA 91730

BRIEF DESCRIPTION:

Leighton Consulting, Inc. Contract Amendment 001 for Special Testing and Geotechnical Services fees associated with the OE2 Building Project. This contract amendment amends the total value of the contract Leighton Consulting, Inc. has with SBCCD for Special Testing and Geotechnical services for various CHC Measure M Projects.

ATTACHMENTS:

- Kitchell/BRj Project Memo OE2 - 52
- Leighton Consulting, Inc. Request for Additional Budget, dated August 24, 2015

COSTS:

\$ 71,000.00 TOTAL for Amendment No. 001

The original Contract Sum	\$516,000.00
Net change by previous Amendments	\$0.00
The Contract Sum prior to this Amendment	\$516,000.00
The Contract Sum will be increased by this Amendment	\$71,000.00
The new Contract Sum including this Amendment	\$587,000.00

The Contract Schedule as of this Amendment will be unchanged. 0 calendar days

By signing this Amendment the SBCCD authorizes Leighton Consulting, 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 Leighton Consulting.

Not valid until signed by all parties. Signature of Leighton Consulting, Inc. indicates agreement herewith, including any adjustment in the Contract Sum or Construction Schedule.

Authorized:

CONSULTANT
Leighton Consulting, Inc.

PROGRAM MANAGER
Kitchell/BRj

OWNER
SBCCD

By: 

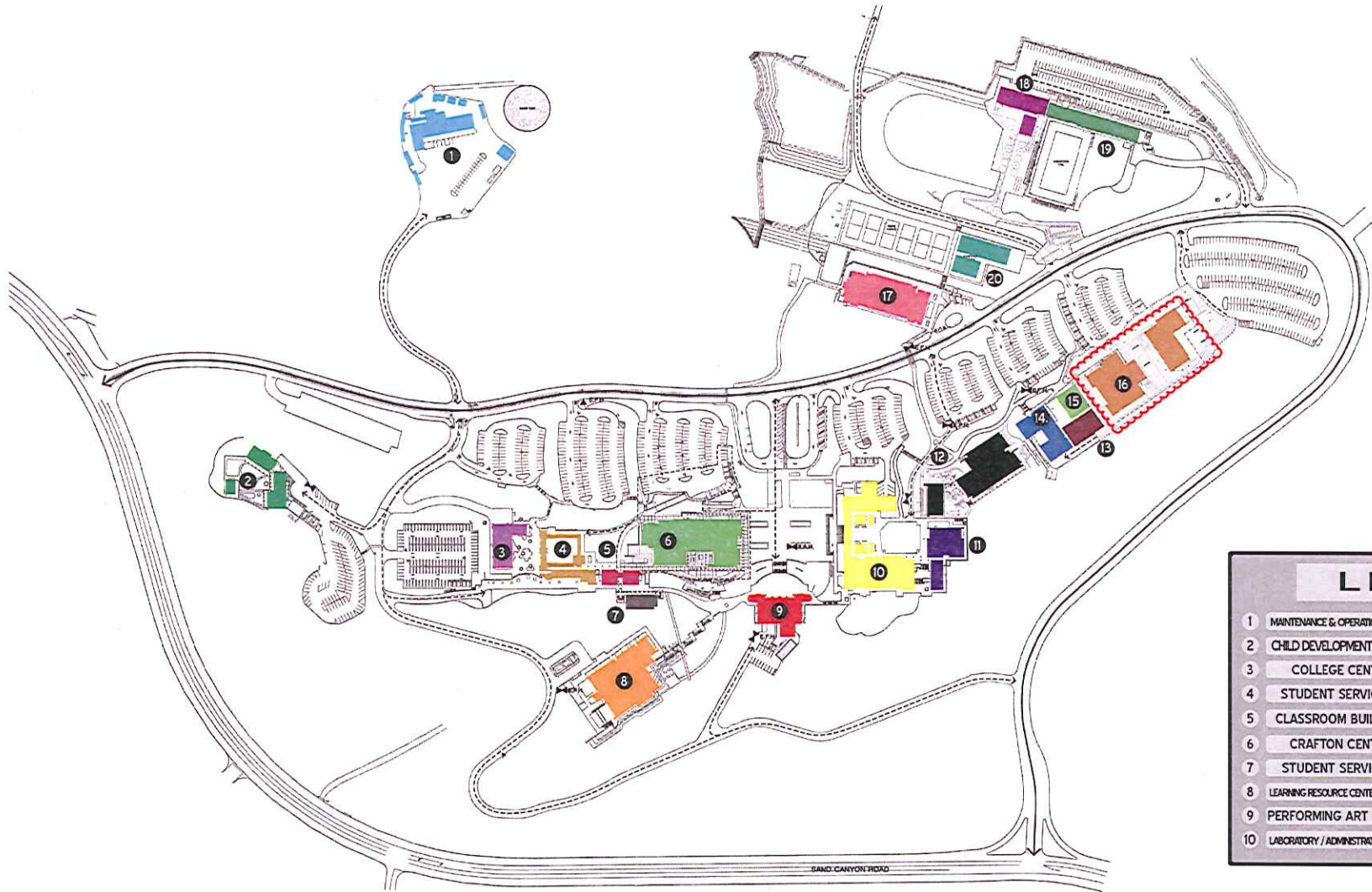
By: 

By: _____

DATE: 8/20/2015

DATE: 9/11/15

DATE:



LEGEND			
1	MAINTENANCE & OPERATIONS / MGO	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE-2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Fath-Allah Oudghiri, Director, Facilities Planning & Construction
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Amendment 009 to the Little Diversified Architectural Consulting, Inc. Contract at Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 009 to the Little Diversified Architectural Consulting, Inc. contract in the amount of \$38,165.00.

OVERVIEW

On October 20, 2011, the Board of Trustees approved an agreement with NTD Architects for architectural services on the New Science Building at CHC. On February 19, 2015, the Board approved the assignment of this contract to Little Diversified Architectural Consulting, Inc. This amendment is to extend the time and fee associated with design services for the construction phase of this project.

The general contract on the New Science Building project fell behind due to the complexity of the project, the nature of the site, and logistical issues. This has caused a delay in the completion of the project by approximately two and a half months. As a result, the ongoing architect and inspection services need to be maintained throughout the construction of the project.

ANALYSIS

The effect of this Amendment will be an addition of \$38,165.00 to Little Diversified Architectural Consulting, Inc. contract, resulting in a revised contract amount of \$1,968,913.50.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the Fund 42 Bond Construction budget.

Kitchell/BRJ

11715 Sand Canyon Rd., Yucaipa, CA 92399

Project Memo

Ph: 909.435.4159 Fax: 909.794.8901

No. 043 New Science Building

DATE: 9/10/15

TO: Fath-Allah Oudghiri, AIA, MBA
Director Facilities Planning & Construction
San Bernardino Community College District (SBCCD)

FROM: Monica Garza *MG*
Project Manager
Crafton Hills College (CHC)
Kitchell/BRJ

RE: **Crafton Hills College (CHC) Measure M**
New Science Building Project
Little Diversified Architectural Consulting – Contract Amendment #009

SCOPE:

SBCCD approval for Contract Amendment # 009 to Little Diversified until January 2016, and an increase in the contract value by \$38,165.00 for a total Contract value of \$1,968,913.50

NARRATIVE:

Little's contract with the District expired on June 5, 2015. New Science Building is currently under construction with 86% completion. Prosecution and progress of work extension of time is required for the Architect to complete the construction phase. KBRj is requesting to extend the fees from September 2015 through October 2015 for extended Contract Amendment services. By Contract, the Architect has 90 days for closeout, this Amendment will be extended to January, 2016.

RECOMMENDATION:

Kitchell/BRJ recommends that SBCCD approve this proposal in the amount of Thirty Eight Thousand One Hundred Sixty Five Dollars (\$38,165.00). The costs associated with this proposal is reasonable and in agreement with construction industry practices.

BUDGET INFORMATION:


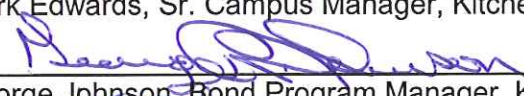
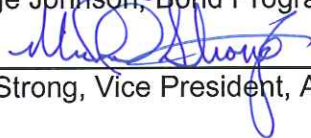
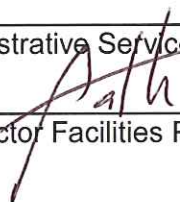
New Science Building– Proj. # (4625)

Info from Measure M Budget V#28, August 31, 2015


Project Original Budget Amount:	\$ 26,805,517.00
Project Current Spent to date:	\$ 21,269,832.95
Project Current Estimate to Complete:	\$ 5,795,252.47
Project Memo Forecast Cost:	\$ 38,165.00
Project Change Amount:	\$ 00.00

Project Memo cost of \$38,165.00 Budget Line Item 42-50-02-4625-0257- 6210.10 -7100

Approvals:

	7/10/15
Mark Edwards, Sr. Campus Manager, Kitchell/BRJ	Date
	9/10/15
George Johnson, Bond Program Manager, Kitchell/BRJ	Date
	9/15/15
Mike Strong, Vice President, Administrative Services, CHC	Date
	9.17.2015
Fath-Allah Oudghiri, AIA, MBA, Director Facilities Planning & Construction	Date

Attachments: Little Diversified Proposal


9/10/15

**CHC NEW SCIENCE BUILDING
CONTRACT AMENDMENT: 009**

PROJECT: Crafton Hills College (CHC)
11711 Sand Canyon Road
Yucaipa, CA 92399

OWNER: San Bernardino Community College District (SBCCD)

TO: Little Diversified Architectural Services
300 N Lone Hill, Suite 110
San Dimas, CA 91773

BRIEF DESCRIPTION:

Little's Architectural Contract Amendment #009 for the CHC New Science Building is for additional services related to contract extension for time and fees. Little's contract with the District expired June 5, 2015. New Science Building is currently under construction with 85% time completion. Prosecution and progress of work under extension of time and fees is required for the Architect to complete the construction phase.

COSTS:

\$38,165 Total for Amendment No. 009

ATTACHMENTS: -

Kitchell/BRj Project Memo - New Science Bldg. #043
Little's Revised Proposal dated 8/25/15

The original Contract Sum	\$1,950,661.00
Net change by previous Amendments	(\$109,347.50)
The Contract Sum prior to this Amendment	\$1,930,748.50
The Contract Sum will be increased/decreased by this Amendment	\$38,165.00
The new Contract Sum including this Amendment	\$1,968,913.50

The Contract Schedule as of this Amendment will be extended to October, 2015.

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes Little Diversified Architectural Consulting 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 Little Diversified Architectural Consulting contract with SBCCD.


Not valid until signed by all parties. Signature of Little Diversified Consulting indicates agreement herewith, including any adjustment in the Contract Sum or Construction Schedule.

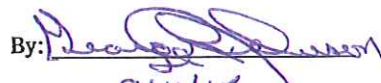
Authorized:

Little Diversified Architectural
Consulting

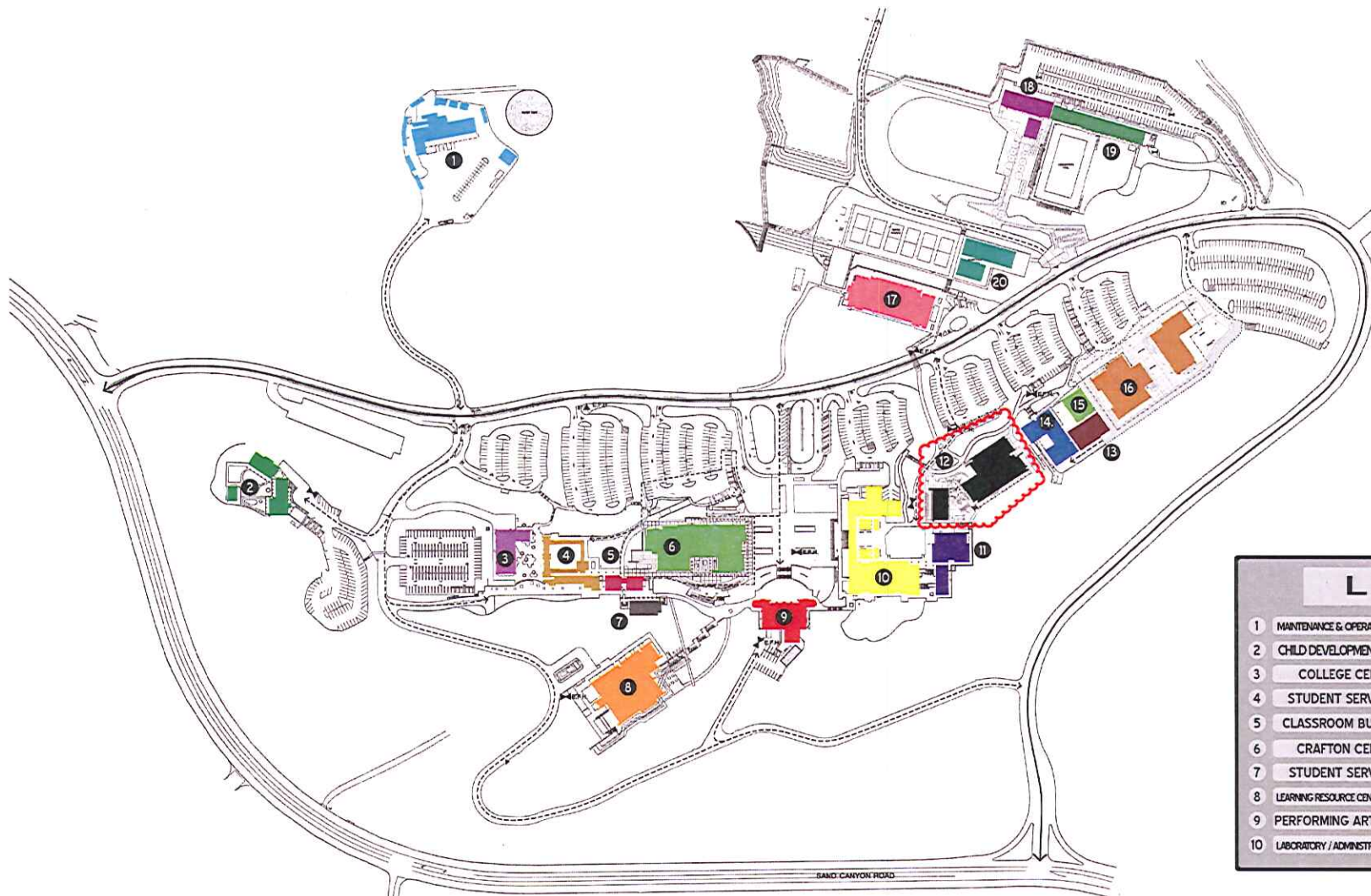
BOND PROGRAM MANAGER
Kitchell/BRj

OWNER
SBCCD

By: 
C-33062
DATE: 9/9/15

By: 
DATE: 9/11/15

By: _____
DATE: _____



LEGEND			
1	MAINTENANCE & OPERATIONS / M&O	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE-2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Fath-Allah Oudghiri, Director, Facilities Planning & Construction
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Amendment #06 to the HMC Architects Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment #06 to the HMC Architects contract at CHC in the amount of \$2,550.00.

OVERVIEW

On August 8, 2013, the Board of Trustees approved a contract with HMC Architects for architectural services on the New Crafton Center at CHC. This amendment is for additional design services related to a contractor-initiated structural change to the steel bases at the trellis columns in the west courtyard.

ANALYSIS

The effect of this amendment will be an addition of \$2,550.00 to the HMC Architects contract, resulting in a revised contract amount of \$938,100.00. There will be no increase in the length of the contract.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence


FINANCIAL IMPLICATIONS

Included in the Fund 42 Bond Construction budget.

No. 59 – New Crafton Center

DATE: August 28, 2015

TO: Jose F. Torres
Interim Vice Chancellor, Business & Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Leilani Nunez 
Project Manager
Crafton Hills College (CHC)
Kitchell/BRj

RE: Crafton Hills College (CHC) Measure M
New Crafton Center
HMC Architects Amendment #6

SCOPE:

SBCCD approval to execute an amendment to HMC Architects for additional structural engineering services at the New Crafton Center project.

NARRATIVE:

This extra service request was initiated by a Contractor's RFI to approve a construction field fix of the steel bases of the Trellis columns. The fabricated column length were not coordinated with the finish grade and the base had to be modified to match the finish grade. This required additional design and detailing by the structural engineer and submission of documentation to DSA for review and approval for this structural change.

RECOMMENDATION:

Kitchell/BRj recommends that SBCCD grant approval to execute the amendment in the total amount of \$2,550.00.

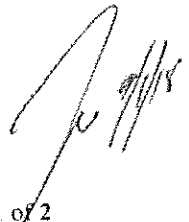
BUDGET INFORMATION:

New Crafton Center – 8208

Info from Measure M Budget V29 — 8/28/15

Project Original Budget Amount:	\$ 31,347,128.00
Project Current Spent to date:	\$ 23,489,992.98
Project Current Estimate to Complete:	\$ 7,541,080.70
Project Memo Forecast Cost:	\$ 2,550.00
Project Change Amount:	\$ 00.00

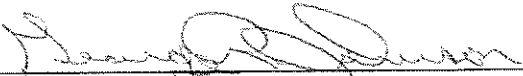
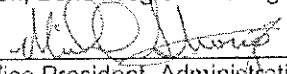
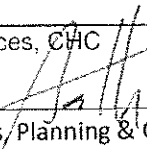
Project Memo cost of \$2,550.00 will be transferred from Budget Line Item 42-50-02-8208-0257-5800.00-7100 – Soft Cost Contingency to Budget Line Item 42-50-02-8208-0257-6210.10-7100 – Architectural Fees.



Continued from page 1

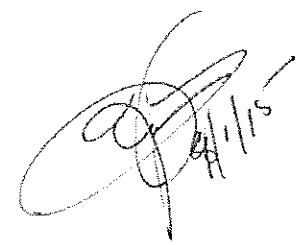
Crafton Hills College (CHC) Measure M
New Crafton Center
HMC Architects Amendment #6

Approvals:

	8/31/15
George Johnson, Bond Program Manager, Kitchell/BRj	Date
	9/8/15
Mike Strong, Vice President, Administrative Services, CHC	Date
	9.10.2015
Fath-Allah Oudghiri, AIA, MBA, Director Facilities, Planning & Construction	Date

Cc: Joshua Higgins, P.E., Sr. Campus Manager, Kitchell/BRj
File

Attachments: HMC Extra Service #7 Proposal



ARCHITECT CONTRACT AMENDMENT: 006

PROJECT: Crafton Hills College (CHC)
New Crafton Center
11711 Sand Canyon Road, Yucaipa, CA 92399

OWNER: San Bernardino Community College District
114 S. Del Rosa Avenue
San Bernardino, CA 92408

TO: HMC Group
3546 Concourses Street
Ontario, CA 91764

Brief Description:

This amendment is for additional services to the Architect for the following scope of work:

Additional design services by the Structural Engineer of Record to modify the base of the Trellis columns, per RFI #236. The work includes additional design and detailing of the column bases, and submission of structural documentation to the Division of State Architect.

Costs:

\$2,550.00 Total of this requested Contract Amendment: 006

Attachments:

Kitchell/BRj Project Memo 59 (5) pages w/ proposal

The original Contract Sum	\$895,100.00
Net change by previous Amendments	\$40,450.00
The Contract Sum prior to this Amendment	\$935,550.00
The Contract Sum will be increased by this Amendment	\$2,550.00
The new Contract Sum including this Amendment	\$938,100.00
The Contract Schedule as of this Amendment will be increased by:	0 calendar days

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes HMC Group to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to HMC Group. contract with SBCCD.


Not valid until signed by all parties. Signature of Consultant indicates agreement herewith, including any adjustment in the Contract Sum or Contract Schedule.

Authorized:

CONSULTANT
HMC Group

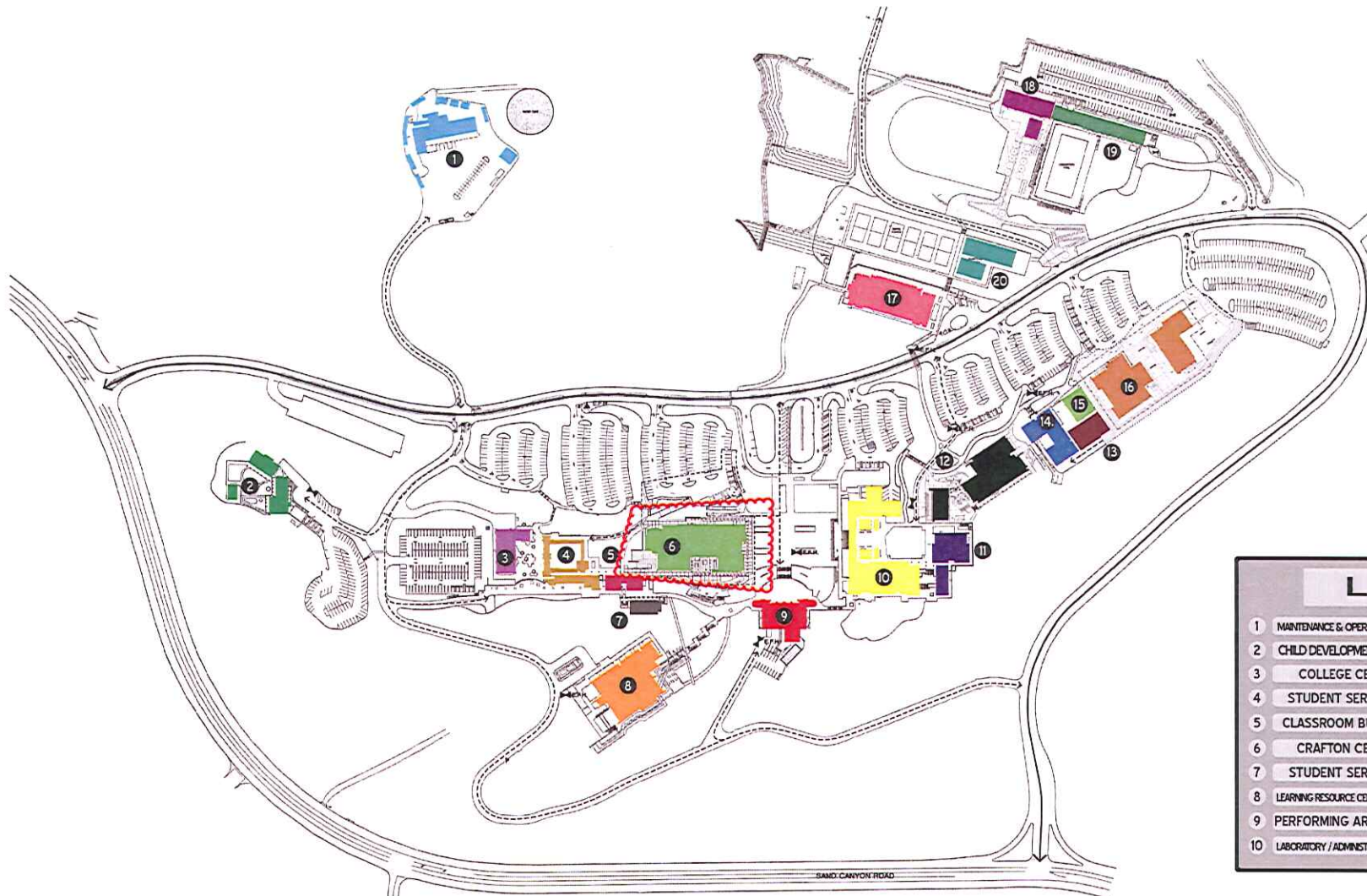
BOND PROGRAM MANAGER
Kitchell/BRj

OWNER
SBCCD

By: 
DATE: 09/09/2015

By: 
DATE: 9/10/15

By: _____
DATE: _____



LEGEND			
1	MAINTENANCE & OPERATIONS / MGO	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE-1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE-2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Fath-Allah Oudghiri, Director, Facilities Planning & Construction
DATE: October 8, 2015
SUBJECT: Consideration of Approval of Non-Bond Construction Change Order

RECOMMENDATION

It is recommended that the Board of Trustees approve the following change order.

Crafton Hills College – Performing Arts Center Patio & Roof						
<u>Original Contract</u>	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Best Contracting	CO-01	\$113,915	\$0	\$5,000	\$118,915	4.4%

OVERVIEW

Construction change orders may be generated by a number of circumstances including changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, improvement of future building or space usability, or unforeseen conditions. California Public Contract Code 20118.4 establishes a guideline that limits construction contract change orders to 10% of the base contract amount.

ANALYSIS

This change order is due to the following.

Crafton Hills College – Performing Arts Center Patio & Roof
Additional digging, removal of loose coating, patch work, and installation of waterproofing at the edge of the patio roof.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2015-16 Capital Outlay budget.

CHC PAC Patio/Roof
Project Number

CHC PAC Patio/Roof

CHANGE ORDER

Original Contract Amount: \$113,915.00
Amount of Previous Contract Amendments: \$0.00
Amount of Previous Change Orders: \$0.00

School Name:	Crafton Hills College	Date:	August 10, 2015
Project Description:	CHC PAC Patio/Roof Project	Contract No.:	PO # 155201
To (Contractor):	Best Contracting Services, Inc.	Attn:	Alona Bowman

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 deductive change order is to reconcile the unused portion of the additional digging, removal of loose coating, patch work, install 60 m² of Tremco 250 GC with PB-4 protection board, and replace dirt.

Contract Change Order No. 1

TOTAL COST of CONTRACT CHANGE ORDER No. 1: \$5,000.00

Reason for Change:

- 1 Site Cost, Unforeseen Field Condition
- 2 Site Cost, Error And/or Omission
- 4 Building Cost, District Added or Deleted/Reduced Scope
- 5 Refer to attached Change Order CHC Chiller Relo summary dated 8/11/2011

Initiator of Change:

- 1 Trade Contractor Request for Information

The original Base Contract Sum was:	\$113,915.00
Net change by previous authorized Contract Amendment(s):	\$0.00
The contract AMOUNT due to C.D. No. 1 will be increased by:	\$5,000.00
The revised BASE Contract Sum:	\$118,915.00
Net change by previous authorized Change Order(s):	\$0.00
The Contract Sum including previous authorized Change Orders:	\$113,915.00
The revised Contract Amount, including this Contract Change Order is, therefore:	\$118,915.00
The contract TIME due to C.D. No. CHC PAC Patio/Roof will be unchanged by:	0 calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore	No Change
SBCCD Change Order No. 01 includes Item Number(s):	1

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)

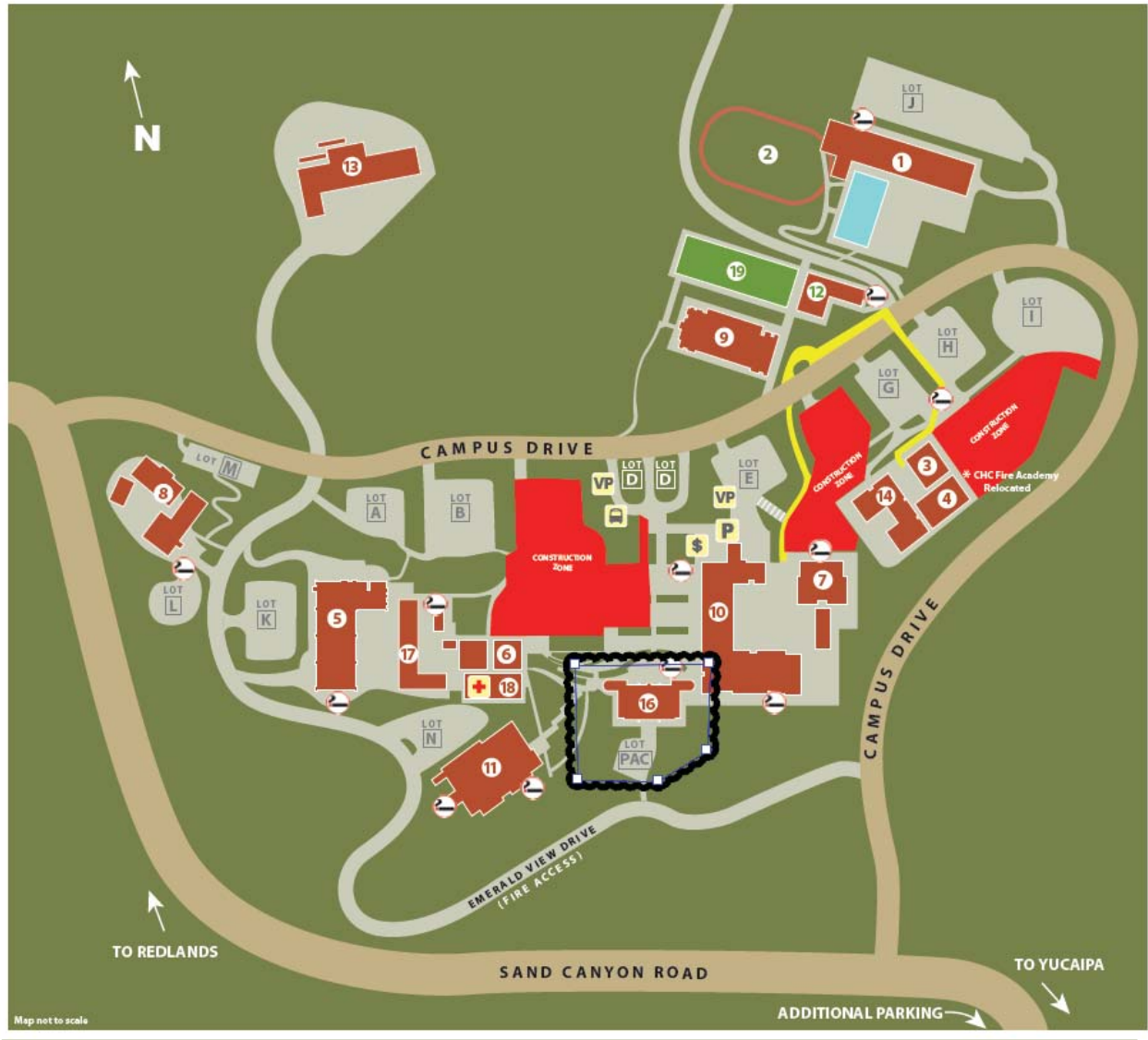
Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time. Contractor waives any claim for further adjustments of the Contract Sum and the Contract Time related to the above described change in the Work.

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.

	Signature	Name (printed)	Date
Constr. Mgr.:		Larry Cook, CHC Director of Facilities	9/1/15
District:		Jose Torres, Vice Chancellor Fiscal Services	
Contractor:		Doug Lowhead, Best Contracting Services, Inc. <i>Printed Name/Title</i>	9/1/15

State of California - Division of the State Architect DSA Application No. N/A File No. N/A
Approved N/A per Principal Structural Engineer: N/A

CAMPUS DIRECTORY



- | | |
|--|---|
| 1 KENISIOLOGY, HEALTH & KHA
AQUATICS COMPLEX | 12 MATH & SCIENCE ANNEX MSA |
| 2 ATHLETIC FIELD AF | 13 MAINTENANCE & OPERATIONS/
SHIPPING & RECEIVING |
| 3 BC CLASSROOM BUILDING.BC | 14 OCCUPATION EDUCATION 1 OE1 |
| 4 BOOKSTOREBK | 15 UNDER CONSTRUCTION |
| 5 STUDENT CENTER/CAFETERIA.SCC
Student Senate | 16 PERFORMING ARTS CENTERPAC |
| 6 CL CLASSROOM BUILDING.....CL
Financial Aid | 17 STUDENT SERVICES ASSA
Admissions & Records EOPS |
| 7 CHEMISTRY/HEALTH SCIENCES CHS | 18 STUDENT SERVICES BSSB
Counseling Health & Wellness Center
Disabled Student Services |
| 8 CHILD DEVELOPMENT CENTER CDC | 19 TENNIS COURTS TC-CRTS |
| 9 GYMNASIUM. G | * CHC Fire Academy has been temporarily relocated
during construction to:
CALFIRE
3800 N. Sierra Way, San Bernardino, CA 92405
For Information Call: 909-389-3418 or
Visit: craftonhills.edu/fireacademy |
| 10 LABORATORY/ADMINISTRATION.LADM
Campus Business Office
Parking Permits (Semester/Annual)
POLICE (LADM 153) | |
| 11 LEARNING RESOURCE CENTERLRC
Copy Center Multi-purpose Room
Gallery Teaching Center
Lecture Hall Tutoring Center
Library | |

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Bruce Baron, Chancellor

DATE: October 8, 2015

SUBJECT: Consideration of Approval to Adopt a Resolution to Recognize the Month of November as National Native American Heritage Month and to recognize the District's continuing partnership with the San Manuel Band of Mission Indians

RECOMMENDATION

It is recommended that the Board of Trustees adopt a Resolution to recognize National Native American Heritage Month in November and November 2, 2015 as Native American Heritage Day, and to recognize the San Manuel Band of Mission Indians as a strong supporter of education and for their long-standing partnership with the San Bernardino Community College District, as shown through their support of specific programs on the San Bernardino Valley College and Crafton Hills College and their creation of First Nation's Experience (FNX) with KVCR TV/FM.

OVERVIEW

The San Bernardino Community College District (SBCCD) actively supports the Presidential declaration of November 2015 as National Native American Heritage Month and November 27, 2015, as Native American Heritage Day and our continued partnership with the San Manuel Band of Mission Indians, which has benefitted so many people locally and around the country, in so many ways.

ANALYSIS

This commemorative month provides a platform for native people to share their culture, traditions, music, crafts, dance, and ways and concepts of life. This exchange gives Native people the opportunity to express to their community, and to city, county and state officials their concerns, and to propose solutions for building bridges of understanding and friendship in their local areas.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None

RESOLUTION
TO RECOGNIZE NOVEMBER 2015 AS NATIONAL NATIVE AMERICAN HERITAGE MONTH
AND NOVEMBER 27, 2015 AS NATIVE AMERICAN HERITAGE DAY

WHEREAS, The San Bernardino Community College District (SBCCD) actively supports the Presidential declaration of November 2015 as National Native American Heritage Month, and November 27, 2015, as Native American Heritage Day, and

WHEREAS, the Mission of the SBCCD is to transform lives through the education of our students for the benefit of our diverse communities. This Mission is achieved through the District's two colleges, the Economic Development and Corporate Training Division and public broadcast system KVCR TV-FM by providing high quality, effective and accountable instructional programs and services, and

WHEREAS, SBCCD recognizes the cultural and historic importance of its long-standing, strong partnership with the San Manuel Band of Mission Indians, and

WHEREAS, The San Manuel Band of Mission Indians has supported the SBVC Valley Bound Commitment Program which provides needy students tuition, fees, textbooks and other services in the completion of their educational goals, and has supported the CHC ISEEK Program, which is committed to Increasing Student Engagement, Employment and Knowledge, allowing students to receive combined scholarships and student employment opportunities so they can reach their educational goals; and

WHEREAS, The San Manuel Band of Mission Indians has recognized both colleges with Yawa' awards; SBVC in 2014, CHC in 2015; and in numerous other ways participated in campus activities including the California's First Cultures: A Celebration at Crafton Hills/Waa't event for hundreds of school children, and

WHEREAS, The First Nation's Experience (FNX) Channel, the only television station dedicated to the lives, cultures and histories of indigenous peoples the world over, started through a partnership between Founding Partners SBCCD, KVCR and the San Manuel Band of Mission Indians, is now nationwide via the Public Television Satellite system, and

WHEREAS, as California Governor Brown's Proclamation notes, California today is home to the largest population of Native Americans in the 50 states... The success of tribal businesses and the rise of tribal members in all walks of life today stand as testament to the resilience and enduring spirit of our native peoples"; and

THEREFORE, be it resolved that the Board of Trustees of the San Bernardino Community College District recognizes **NATIONAL NATIVE AMERICAN HERITAGE MONTH** and **NATIVE AMERICAN HERITAGE DAY**, in acknowledgment of the contributions of Native Americans to the economic and cultural heritage of our community, specifically thanking **THE SAN MANUEL BAND OF MISSION INDIANS** for its continuing partnership with the SBCCD which has improved educational opportunities for so many students.

ADOPTED this 8th day of October, 2015

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: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: October 8, 2015
SUBJECT: Consideration of Resolution to Recognize November 11, 2015 as “Veterans Day”

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution to recognize November 11, 2015 as “Veterans Day”.

OVERVIEW

The San Bernardino Community College District (SBCCD) supports the recognition of the service and sacrifice of past and current U.S. military and their families, and acknowledges that Veterans Day, November 11, 2015, is a day to honor all members of the Armed Forces who have served this country valiantly.

ANALYSIS

Originally called Armistice Day, and first celebrated in 1919 under President Wilson, President Eisenhower changed it to Veterans Day in 1954, in honor of those who had served and died in all conflicts and wars. In keeping with the tradition of Armistice Day, all work ceases on November 11 at the designated time each year, in recognition of the cessation of fighting in World War I, upon the surrender of German forces. Veteran’s Day is a public holiday and the District is closed on that date to encourage all to observe this day dedicated to honoring troops for their service.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

None

**RESOLUTION
TO RECOGNIZE “VETERANS DAY”
NOVEMBER 11, 2015**

WHEREAS, The San Bernardino Community College District (SBCCD) supports the recognition of November 11, 2015 as “Veterans Day”; the date being a Public Holiday and the District closing on that day in honor of the Holiday; and

WHEREAS, As designated by Congress, the Veterans Day Moment of Silence Act (H.R. 2185 – 113th Congress) directs the President to issue an annual proclamation calling on the people of the United States to observe two minutes of silence on Veterans Day, beginning at 3:11 p.m. Atlantic standard time, in honor of the service and sacrifice of veterans throughout the history of the nation; and

WHEREAS, the Mission of the SBCCD is to transform lives through the education of our students for the benefit of our diverse communities. This Mission is achieved through the District's two colleges, the Economic Development and Corporate Training Division, and public broadcast system (KVCR TV-FM and FNX) by providing high quality, effective and accountable instructional programs and services, and

WHEREAS, As the Presidential Proclamation sets forth, “On Veterans Day, we salute the Soldiers, Sailors, Airmen, Marines, and Coast Guardsmen who have rendered the highest service any American can offer, and we rededicate ourselves to fulfilling our commitment to all those who serve in our name”; and

WHEREAS, As Governor Brown's Proclamation noted, “Today, over 2 million veterans live in California. ... As we remember these brave Americans today, we should consider not only their valor and suffering in the service of our country, but also the challenges they face upon returning home. ... This Veterans Day, let us welcome all returning veterans with open arms and, as President Eisenhower wrote in his 1954 proclamation, "Let us re-consecrate ourselves to the task of promoting an enduring peace so that their efforts will not have been in vain.”; and

THEREFORE, be it resolved that the Board of Trustees of the San Bernardino Community College District supports the recognition of all past and current military personnel and their families, for their contributions to the protection of our Nation here and abroad, specifically acknowledging those veterans and their families who attend and/or work for the San Bernardino Community College District, and so we do hereby recognize November 11, 2015 as “Veterans Day”.

ADOPTED this 8^h day of October, 2015

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: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: October 8, 2015
SUBJECT: Consideration to Adopt a Resolution Congratulating California State University, San Bernardino on its 50th Anniversary

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution congratulating California State University, San Bernardino on its 50th Anniversary.

OVERVIEW

The San Bernardino Community College District (SBCCD) congratulates California State University, San Bernardino on its 50th Anniversary, celebrates its myriad educational successes in the Inland Empire, in California and nationally, and recognizes its continuing partnership in creating a pipeline for SBCCD students to complete their degrees through transfer and improving education and student services through grants and other collaborative efforts with San Bernardino Valley College and Crafton Hills College.

ANALYSIS

California State University, San Bernardino is an active partner with educational institutions, industries, and communities throughout our service area in order to enhance the quality of education, research, development, and community service, including partnering with the San Bernardino Community College District and its colleges and divisions, and actively recruiting our students to transfer and complete their degrees.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None

**RESOLUTION
TO CONGRATULATE
CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
ON ITS 50TH ANNIVERSARY**

WHEREAS, 2015 commemorates the half-century year that California State University, San Bernardino was first established in 1965 as California State College at San Bernardino to provide educational opportunities for the growing population of the Inland Empire of California; and

WHEREAS, the Mission of the SBCCD is to transform lives through the education of our students for the benefit of our diverse communities. This Mission is achieved through the District's two colleges, the Economic Development and Corporate Training (EDCT) Division and public broadcast system (KVCR TV-FM) by providing high quality, effective and accountable instructional programs and services, and

WHEREAS, the renamed California State College at San Bernardino officially opened in the fall of 1965 with 293 students, including 90 freshmen, and a faculty and staff of 93 and officially changed its name to California State University, San Bernardino in 1984; and

WHEREAS, California State University, San Bernardino has had a significant economic, technological, social and environmental impact on the Inland Empire, producing more than 80,000 alumni during its first half-century; sustaining more than 2,000 jobs in the Inland Empire and 4,700 jobs statewide, and generating more than a half a billion dollars on the statewide economy and more than \$30 million in statewide annual tax revenue; and

WHEREAS, California State University, San Bernardino has maintained an active partnership with the SBCCD, its colleges and divisions in order both to create a pipeline for SBCCD students to successfully complete their degrees through transfer and to improve education and student services to all students in the Inland Empire through grants and other collaborative research and exchange efforts with San Bernardino Valley College and Crafton Hills College; and

THEREFORE, be it resolved that the Board of Trustees of the San Bernardino Community College District does hereby congratulate and honor California State University, San Bernardino for its 50 years of commitment to public higher education.

ADOPTED this 8th day of October, 2015

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: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: October 8, 2015
SUBJECT: Consideration to Adopt a Resolution expressing Support for November 16, 2015 as “United Nations’ (UN) International Day for Tolerance”

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution proclaiming November 16, 2015 as “United Nations’ (UN) International Day for Tolerance.”

OVERVIEW

The San Bernardino Community College District (SBCCD) supports the recognition of November 16, 2015 as “United Nations’ (UN) International Day for Tolerance”, which was created to educate people about the need for tolerance in society and to help them understand the negative effects of intolerance.

ANALYSIS

The International Day for Tolerance is a time for people to learn about respecting and recognizing the rights and beliefs of others. It is also a time of reflection and debate on the negative effects of intolerance. Live discussions and debates take place across the world on this day, focusing on how various forms of injustice, oppression, racism and unfair discrimination have a negative impact on society. This is a particularly appropriate concern for educators who may use the theme of this day to help students understand issues centered on tolerance, human rights and non-violence.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None

**RESOLUTION
TO RECOGNIZE NOVEMBER 16, 2015 AS
“UNITED NATIONS’ (UN) INTERNATIONAL DAY FOR TOLERANCE”**

WHEREAS, The San Bernardino Community College District (SBCCD) recognizes the continuing need to educate members of our community about the need to respect and recognize the rights and beliefs of others, as well as to be aware of the negative effects of intolerance; and

WHEREAS, the Mission of the SBCCD is to transform lives through the education of our students for the benefit of our diverse communities. This Mission is achieved through the District's two Colleges, the Economic Development and Corporate Training Division and public broadcast system, KVCR TV-FM and FNX, by providing high quality, effective and accountable instructional programs and services; and

WHEREAS, The Assembly proclaimed 1995 as The United Nations Year for Tolerance, (resolution 48/126). On November 16, 1995, the UNESCO member states adopted the Declaration of Principles on Tolerance and Follow-up Plan of Action for the year. In 1996 the UN General Assembly invited member states to observe the International Day for Tolerance on November 16, with activities directed towards both educational establishments and the wider public (resolution 51/95 of 12 December).

WHEREAS, The 2005 World Summit Outcome document outlines the commitment of Heads of State and Government to advance human welfare, freedom and progress everywhere, as well as to encourage tolerance, respect, dialogue and cooperation among different cultures, civilizations and peoples.

WHEREAS, Members of the SBCCD community appreciate the contributions of all people to our community, and we rededicate ourselves to improving the lives of those individuals and communities who have suffered intolerance or disrespect as a result of their beliefs or violations of their human rights, which have resulted in injustice, oppression, violence, racism or unfair discrimination; and

THEREFORE, be it resolved that the Board of Trustees of the San Bernardino Community College District does hereby recognize November 16, 2015 as “United Nations (UN) International Day of Tolerance”, supporting the positions that educational institutions are the appropriate learning environments to support the teaching of tolerance and that all persons should live free of fear, bigotry and prejudice.

ADOPTED this 8th day of October, 2015

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: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: October 8, 2015
SUBJECT: Consideration of Approval of 2016 Board Meeting Dates

RECOMMENDATION

It is recommended that the Board of Trustees approve the Board Meeting dates for 2016 as attached. Business Meetings are held on Thursdays in the Board Room of the District Office beginning at 4:00 p.m. and Study Sessions are held from 12:00-2:00 p.m., unless otherwise noted.

ANALYSIS

Meeting Dates and times are subject to change. Enough advance notice will be given to ensure the public is notified.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

No impact to the budget.

San Bernardino Community College District
2016 Board Meeting Dates
The Business Meetings begin at 4:00 p.m.
The Study Sessions begin at 12:00pm

DATE	TYPE	PRESENTATIONS	NOTES
January 21	Business	Swearing in of new members	<i>3rd Thursday – historical due to holidays</i>
January 28	Study Session	Final Accreditation Presentation	<i>CCLC ETW & Legislative Conference 1/29-2/1/16</i>
February 4	Study Session	Budget Directives & Development	<i>Per AP 6200, prior to March 1, the Board will give direction for budget development</i>
February 25	Business	<ul style="list-style-type: none"> • Citizen's Bond Oversight Committee • Local Hire – Disadvantaged Business Entities and Apprenticeship Programs 	<i>3rd Thursday is ACCT Legislative Conference</i>
March 10	Business		<i>Held at SBVC Business Conference Center</i>
March 24	Study Session	Progress Report: 2015-2016 Goals	<i>Discussion of Board's progress of Board Goals.</i>
April 14	Business		<i>Held at CHC Auditorium/LRC 226</i>
April 21	Study Session	Preliminary Budget Presentation for approval 5/12/16	<i>board discussion of tentative budget before approval. ACCT GLI Conf. 4/28-4/30/16 CCLC Annual Trustee Conf. 4/28-5/1/16</i>
May 12	Business	Outgoing Student Trustee Award/Resolution	<i>Preliminary budget must be presented at the May Board Meeting per AP 6200</i>
May 26	Study Session	Tentative Budget Review for approval before 7/1/16	<i>board discussion of tentative budget before approval.</i>
June 9	Business	Oath of Office for New Student Trustees Citizen's Bond Oversight Committee	<i>board approval of tentative budget before July 1</i>
June 23	Study Session	ANNUAL BOARD RETREAT (from 9am-1pm)	<i>Board self-evaluation, goal setting</i>

July 14	Business	Student Success Scorecard with data pm graduation rates, transfer numbers, and student success initiatives	
July 28	Study Session	College Village	
August 11	Business		
August 25	Study Session	Final Budget Preparation Review	
September 1	Study Session		
September 8	Business	Public Hearing & Final Budget	<i>Final Budget & Public Hearing by September 15</i>
September 22	Study Session		
October 20	Business	Citizen's Bond Oversight Committee	<i>3^d Thursday due to ACCT Leadership Congress 10/5-10/9/16</i>
October 27	Study Session	KVCR/FNX Update Native American Month (Nov) Resolution Presentation	
November 10	Business		
December 8	Business	Organizational meeting	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey Nikac, Executive Assistant

DATE: October 8, 2015

SUBJECT: Consideration of Approval of Board Orientation Handbook

RECOMMENDATION

It is recommended that the Board of Trustees approve the Board Orientation Handbook.

OVERVIEW

The Board Orientation Handbook was reviewed and approved by District Assembly and is being forwarded to the Board for approval. The Board President and the Chancellor will be responsible to review and orient new trustees using the orientation handbook and sign off on the checklist when completed.

BOARD IMPERATIVES

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

FINANCIAL IMPLICATIONS

No impact to the budget.

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**San Bernardino
Community College District**

Board Handbook
Board Approved: 10/8/15

40 The Board of Trustee Handbook has been developed with the input of the Board of
41 Trustees, Chancellor, and constituents from throughout the District. The handbook
42 represents the most current information regarding local policies, procedures, and
43 information trustees must be kept abreast of to perform their governing roles
44 effectively. The handbook is updated at least once per year and compliments the
45 trustee training provided by the CCLC.

46
47 It is the responsibility of the Chancellor to ensure that the Board of Trustee Handbook
48 is updated regularly and the responsibility of the President of the Board to ensure that
49 all Board members and student trustees receive training annually. Each year, each
50 Trustee, President of the Board, and Chancellor must sign off on a form documenting
51 that they have received this training.

52
53 The Board of Trustees of the San Bernardino Community College District consists of
54 seven members, one from each of the seven trustee areas in the District. Qualified
55 voters in each of the seven areas (which include Big Bear, Calimesa, Colton, Fontana,
56 Grand Terrace, Highland, Loma Linda, Redlands, Rialto, San Bernardino, and Yucaipa)
57 elect a trustee for a four-year term. The Chancellor of the District serves as Secretary
58 to the Board.

59
60 The Board is the policy-forming body of the District, deriving power from, and subject
61 to, the U.S. Constitution, statutes of the State of California, and directives from the
62 Board of Governors of the California Community Colleges.

63
64 The powers and duties of the Board include approval of college policy, community
65 services of the college interpreting the college needs to the public, adoption of an
66 annual budget for the district, approval of expenditure of all District funds, acquisition of
67 property for District purposes, and approval of employment of academic and classified
68 personnel. The Board typically meets on the 2nd Thursdays of the month. You may
69 direct questions or comments to the individual Board members via e-mail or to the
70 Secretary to the Board.

71

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150 **Section 1 – State Orientation**

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Attend State Conferences

The League's Annual Convention and Partner Conferences is the premier professional development event for California community colleges – faculty, administrators, staff and trustees. This event brings together more than 600 attendees and provides opportunities for colleagues and partners to share their tools, models and accomplishments. This conference takes place the 3rd week in November each year in Burlingame, CA.

The League's Annual Legislative Conference provides a unique opportunity to connect with other advocates and learn the latest news on higher education in California. Attendees will also learn about new members of legislative committees, legislative proposals affecting colleges and student learning, and advocacy strategies for the current legislative year. Join your community college colleagues in the launch of this exciting legislative year as we advocate for community colleges. This conference takes place at the end of January each year in Sacramento, CA.

The Effective Trusteeship Workshop is the single best overview of responsibilities required for board members of California community colleges. State leaders and experienced trustees will provide comprehensive information on the knowledge and skills necessary to be an effective trustee. There will be ample opportunity to discuss your questions. The Trustee Handbook will be provided at the workshop, along with other important resources. This takes place in conjunction with the League's Annual Conference in January.

The Association of Community College Trustees exists to:

Enhance the image and foster greater public appreciation of community colleges and their governing boards.

Support community college boards in their efforts to govern and develop policies that focus on meeting community needs.

Help build community college board leadership and advocacy capacity through education and training programs.

Assist community college boards in the recruitment, selection and retention of chief executive officers of the highest caliber.

ACCT has their annual conference in October each year.

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Section 1 Checklist

I, _____, acknowledge review and training of the above listed items in Section 1.

Signature of Trustee _____

Signature of Chancellor _____

Signature of President _____

212 **Section 2 – Chancellor/Chancellor Office Orientation**

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2.1 See Appendix 1

2.2 See Appendix 2

2.3 Board Member Compensation (Reference: BP 2725)

Members of the Board of Trustees and Student Trustees who attend all Board meetings shall receive compensation per Board Policy 2725. A member of the Board who does not attend all meetings held by the Board in any month shall receive, as compensation, an amount not greater than the pro rata share of the number of meetings actually attended.

A member of the Board may be paid for a meeting when absent if the Board, by resolution, finds that at the time of the meeting the member is performing services outside the meeting for the community college district, is ill, on jury duty, or the absence is due to a hardship deemed acceptable by the Board.

2.4 Board Membership (Reference: BP 2010)

The Board of Trustees shall consist of seven members elected by the qualified voters of the District. The Board shall be elected by geographical area for terms of four years as defined in BP 2100 titled Board Elections.

Any person who meets the criteria contained in law is eligible to be elected or appointed a member of the Board.

An employee of the District may not be sworn into office as an elected or appointed member of the Board unless he/she resigns as an employee.

No member of the Board shall, during the term for which he/she is elected, hold an incompatible office.

2.5 Student Trustees (Reference: BP 2015)

The Board of Trustees shall include two (2) non-voting student members (one representing each college in the District). The term of office shall be one year commencing at the first Board meeting in June and terminating on the last Board meeting in May of each academic year.

The student member shall, during the term of service, be enrolled in and maintain a minimum of nine (9) semester units in the District at the time of nomination and throughout the term of service. The student member is not required to give up

256 employment with the District. The student shall maintain a 2.5 grade point average
257 (GPA) during the term of office.

258
259 The student member shall be seated with the Board and shall be recognized as a full
260 member of the Board at meetings. The student member is entitled to participate in
261 discussion of issues and receive all materials presented to members of the Board
262 (except for closed session). The student member shall be entitled to any mileage
263 allowance necessary to attend Board meetings to the same extent as publicly elected
264 trustees.

265
266 The student trustees have the responsibility to be contributing and ethical members of
267 the board.

268
269 The primary duties of the Student Trustees are to attend and participate in all open
270 board meetings, other duties may include:

- 271 • Represent the District at community events
- 272 • Advocate for the colleges and students to the legislatures
- 273 • Attend ASO/ Associated Student Government meetings
- 274 • Meet regularly with senior administrators

275
276 On or before May 15 of each year, the Board of Trustees shall consider whether to
277 afford the student trustees any of the following privileges:

- 278
279 • The privilege to receive compensation for meeting attendance per Board Policy
280 2725. In the event a student trustee has an unexcused absence to a required
281 meeting, the compensation shall be prorated for the pay period.
- 282 • The privilege to make and second motions.
- 283 • The privilege to attend closed sessions, other than closed sessions on personnel
284 or collective bargaining matters, at the discretion of the Board of Trustees.
- 285 • The privilege to vote in an advisory vote, although the vote shall not be included
286 in determining the vote required to carry any measure before the Board.
- 287 • The privilege to serve a term commencing on May 15.

288 289 2.6 Election of Student Trustees (Reference: BP 2105)

290
291 Each college will elect a student trustee for a one-year term. An election will be held in
292 the Spring semester so that the office is filled by June 1.

293
294 An election will be conducted at each college in accordance with administrative
295 procedures. The successful candidate must receive a simple majority of all votes cast.
296 Candidates for the position may nominate themselves or be nominated by others by the
297 filing of an application certifying that the candidate is eligible for service under the

298 criteria set forth in California law and these policies. The election will be conducted in
299 accordance with administrative procedures.

300
301 If the seat of a student member becomes vacant for any reason during his/her term, the
302 Board of Trustees may authorize the officers of the student body association(s) to
303 appoint a student to serve the remainder of the term in accordance with administrative
304 procedures.

305
306 A student trustee may be recalled by the student body at their respective college in a
307 special election held for that purpose in accordance with administrative procedures.

308
309 2.7 Vacancies on the Board (Reference: BP 2110)

310 Vacancies on the Board may be caused by any of the events specified in Government
311 Code Section 1770 or any applicable provision in the Elections Code, or by a failure to
312 elect. Resignations from the Board shall be governed by Education Code Section 5090.

313
314 Within 60 days of the vacancy or filing of a deferred resignation, the Board shall either
315 order an election or make a provisional appointment to fill the vacancy.

316
317 If an election is ordered, it shall be held on the next regular election date not less than
318 130 days after the occurrence of the vacancy.

319
320 If a provisional appointment is made, it shall be subject to the conditions in Education
321 Code Section 5091. The person appointed to the position shall hold office only until the
322 next regularly scheduled election for district governing board members, when the
323 election shall be held to fill the vacancy for the remainder of the unexpired term.

324
325 The provisional appointment will be made by a majority public vote of the Board
326 members at a public meeting.

327
328 The Chancellor shall establish administrative procedures to solicit applications that
329 assure ample publicity to and information for prospective candidates. The Board will
330 determine the schedule and appointment process, which may include interviews at a
331 public meeting.

332
333 Any vacancy on the Board shall be filled by special election or provisional appointment
334 in accordance with the provisions of the Education Code. Vacancies are caused by any
335 of the events specified in the Government Code or by failure to elect. Any resignation
336 must be filed in writing with the County Superintendent of Schools.

337
338 Vacancies for the student board member(s) are addressed BP 2105 titled Election of
339 Student Trustees. A vacancy exists in the student Board position when the student
340 Board member resigns from the Board. A vacancy may occur if the student Board
341 member misses three (3) consecutive Board meetings without authorization, is enrolled

342 for fewer than nine (9) units, or does not maintain a cumulative grade point average of
343 2.5. The unit load and the GPA are to be maintained during the entire term of office.

344
345 2.8 Term Limits (Reference: BP 2130)

346 The District does not currently limit the number of terms a member of the Board of
347 Trustees may serve on the Board.

348
349 The Board may adopt or the residents of the District may propose, by initiative, a
350 proposal to limit the number of terms a member of the Board of Trustees may serve on
351 the Board. Any proposal to limit the number of terms a member of the Board may serve
352 shall not become operative unless it is submitted to the electors of the District at a
353 regularly scheduled election and a majority of the votes cast on the question favor
354 adoption of the proposal. Any such proposal shall be subject to requirements set forth
355 in Elections Code Sections 9500 et seq.

356
357 2.9 Personal Use of Public Resources (Reference: BP 2717)

358
359 No member of the Board of Trustees shall use or permit others to use public resources,
360 except that which is incidental and minimal, for personal purposes or any other purpose
361 not authorized by law.

362
363 2.10 Communication To/From District Personnel

364
365 Except for discussion in or about closed session, any communication with the
366 Chancellor, written or verbal, should be considered public.

367
368 Board members should keep in mind that anything that a Board member says can be
369 taken out of context and misinterpreted. If there is a question related to the District, it is
370 best to go through the Chancellor's Office. It is inappropriate to call a staff member
371 directly without the permission of the Chancellor. Remember, the Chancellor works for
372 the Board. All other employees of the District work for the Chancellor.

373
374 2.11 Campus Visits

375
376 Board members are always welcome to visit the District campuses; however, there
377 are protocols that Board members should follow in order to avoid possible
378 miscommunication or an unintended misunderstanding. Following are a few points:

- 379
380
- As a matter of professional courtesy, Board members should always
381 inform the Chancellor when they visit a District campus.
 - As a matter of protocol, Board members should always inform the
382 Chancellor's/President's Office of invitations they receive by District
383 groups to visit a District campus.
- 384

- 385 • If Board members desire to visit a facility that will be discussed as
386 part of an agenda item, the Board members need to contact the
387 Chancellor in order to arrange for an escorted site visit with a staff
388 member.
389 • When on a District campus, Board members should be aware
390 that their comments can be taken out of context.

391

392 2.12 Foundations

393 KVCR

394

395 The Auxiliary's function is to raise and/or receive gifts, property, and funds to be used
396 for the benefit of the District's television and radio stations (KVCR-TV/FM). In turn,
397 KVCR-TV/FM shall use the gifts, property and funds raised and/or received by the
398 Auxiliary for supportive services and specialized programs for the benefit of the District
399 stations, including the following:

400

- 401 1. To extend and improve the District's contact with the members of the
402 communities of San Bernardino and Riverside;
- 403 2. To improve services to the communities served by the District such as
404 local television and radio programming and national television
405 programming with a cultural and/or educational character;
- 406 3. To provide media-related educational opportunities to the District's
407 students, such as internships with KVCR-TV/FM.

408

409 Crafton Hills College

410

411 In an effort to extend educational opportunities to CHC students, Crafton Hills College
412 (CHC) established the CHC Foundation. The Foundation is a nonprofit corporation
413 devoted exclusively to raising funds for scholarships, grants, and other types of
414 assistance for CHC students and faculty.

415

416 Gifts to the college can be allocated for the college's greatest need or designated
417 specifically. Gifts may be designated to an academic area, to scholarships, to any of the
418 various cultural or community programs of the college, or to current capital projects. You
419 can also remember a loved one by donating a memorial or honorarium in their name.

420

421 San Bernardino Valley College

422

423 We believe everyone should have an opportunity to go to college. Through its work, the
424 San Bernardino Valley College Foundation supports SBVC in providing quality
425 education and services that support a diverse community of learners. The Foundation is
426 a non-profit 501(c)(3) organization; therefore, contributions to the Foundation are tax-
427 deductible.

428

429 Economic Development and Corporate Training (EDCT)

430
431 This board-approved auxiliary foundation will become eligible to apply for grants from
432 private foundations and some state and federal agencies, earmarked for tax-exempt
433 and non-profit organizations. The Foundation will support EDCT to develop resources
434 and philanthropic support to advance its economic and workforce development mission
435 of bringing **not-for-credit**, skills-based training programs to the community. The
436 foundation was established as a non-profit organization, and its oversight remains the
437 district's responsibility. The foundation will have its own board which consists of nine
438 members, three of which are members of the Board of Trustees.

439
440 2.13 Board Member Health Benefits (Reference: BP 2730)

441
442 Members of the Board of Trustees shall be permitted to participate in the District's
443 health benefit programs. The benefits of members of the Board through the District's
444 health benefits programs shall not be greater than the most generous schedule of
445 benefits being received by any category of non-safety employee of the District. Board
446 members are afforded the opportunity to opt out of receiving health benefits from the
447 District and be reimbursed under the same terms and conditions as other employees of
448 the District.

449
450 Former members of the Board may continue to participate in the District's health
451 benefits programs upon leaving the Board if the following criteria are met: the member
452 must have begun service on the Board after January 1, 1981; the member must have
453 been first elected to the Board before January 1, 1995; and the member must have
454 served at least 12 years. All other former Board members may continue to participate in
455 the District's health benefits programs on a self-pay basis.

456
457 2.14 Board Member Travel (Reference: BP 2735)

458
459 Members of the Board of Trustees shall have travel expenses paid whenever they travel
460 as representatives of and perform services directed by the Board. Board member travel
461 requests shall be made in accordance with the District's travel request and approval
462 processes.

463
464 Also see BP/AP 7400 titled Travel

465
466 2.15 Political Activity (Reference: BP 2716)

467
468 Members of the Board of Trustees shall not use District funds, services, supplies, or
469 equipment to urge the passage or defeat of any ballot measure or candidate, including,
470 but not limited to, any candidate for election to the Board.

471
472 Initiative or referendum measures may be drafted on an area of legitimate interest to the

473 District. The Board may by resolution express the Board's position on ballot measures.
474 Public resources may be used only for informational efforts regarding the possible
475 effects of District bond issues or other ballot measures.

476
477 2.16 Conflict of Interest (Reference: BP 2710)

478
479 Pursuant to Government Code Section 1090, the District is prohibited from entering into
480 any contracts where a Board member or employee may have a financial interest.

481
482 Board members shall not be financially interested in any contract made by the Board of
483 Trustees or in any contract they make in their capacity as Board members.

484
485 A Board member shall not be considered to be financially interested in a contract if
486 his/her interest is limited to those interests defined as remote under Government Code
487 Section 1091 or is limited to interests defined by Government Code Section 1091.5.

488
489 A Board member who has a remote interest in any contract considered by the Board
490 shall disclose his/her interest during a Board meeting and have the disclosure noted in
491 the official Board minutes. The Board member shall not vote or debate on the matter or
492 attempt to influence any other Board member to enter into the contract.

493
494 A Board member shall not engage in any employment or activity that is inconsistent
495 with, incompatible with, in conflict with or inimical to his/her duties as an officer of the
496 District.

497
498 In compliance with law and regulation, the Chancellor shall establish administrative
499 procedures to provide for disclosure of assets of income of Board members who may be
500 affected by their official actions, and prevent members from making or participating in
501 the making of Board decisions which may foreseeably have a material effect on their
502 financial interest.

503
504 Board members shall file statements of economic interest with the filing officer identified
505 by the administrative procedures.

506
507 Board members are encouraged to seek counsel from the District's legal advisor in
508 every case where any question arises.

509
510 2.18 Constituency Groups

511
512 The Board embraces the concept of collegial consultation and to establish procedures
513 to ensure faculty, management, classified staff, and students the right to participate
514 effectively in collegial consultation in particular areas where they have their
515 responsibility and expertise as specified in Title 5 regulations, while retaining its own
516 right and responsibilities in all areas defined by state laws and regulations.

517 The Board is the ultimate decision-maker in those areas assigned to it by state and
518 federal laws and regulations. In executing that responsibility, the Board is committed to
519 its obligation to ensure that appropriate members of the District participate in developing
520 recommended policies for Board action and administrative procedures for Chancellor
521 action under which the District is governed and administered.

522
523 There are many groups and committees that are a part of the District. There are a
524 few groups that the Board regularly has contact with at Board meetings.

525
526 Academic Senate

527
528 The Board or its designees will consult collegially with the Academic Senate, as duly
529 constituted with respect to academic and professional matters, as defined by law.
530 Procedures to implement this section are developed collegially with the Academic
531 Senate.

532
533 The Board of Trustees recognizes the definition of “academic and professional matters”
534 as stated in the Title 5 regulations:

- 535
536 1. Curriculum including establishing prerequisites and placing courses within
537 disciplines;
538 2. degree and certificate requirements;
539 3. grading policies;
540 4. education program development;
541 5. standards or policies regarding student preparation and success;
542 6. District and college consultation structures, as related to faculty roles;
543 7. faculty roles and involvement in accreditation processes, including self-study and
544 annual reports;
545 8. policies for faculty professional development activities;
546 9. processes for program review;
547 10. process for institutional planning and budget development; and
548 11. other academic and professional matters as mutually agreed upon between the
549 Governing Board and the Academic Senate.

550
551 The Board also recognizes its obligation, under Title 5 Regulations, to “consult
552 collegially” with the Academic Senate on these “academic and professional matters.”
553 Additional academic and professional matters may be added as specified in #11 only
554 through formal resolution of the Board.

555
556 The Board further recognizes that, under Title 5, it may choose to “consult collegially”
557 through the option of “mutual agreement” on policy issues, or the option of “relying
558 primarily on the advice and judgment of the senate” when adopting policies and
559 procedures on “academic and professional matters.”

560

561 The Board of Trustees shall have the final responsibility for developing all policies
562 governing the community college district, including academic and professional matters.
563 For purposes of academic and professional matters, the Board shall rely primarily on
564 the advice of the Academic Senate. If the Board has a compelling reason for not
565 accepting the advice of the Academic Senate, it shall provide that reason in writing upon
566 request of the Academic Senate. The decision of the Board on all policy shall be final.

567

568 Classified Senate

569

570 Staff shall be provided with opportunities to participate in the formulation and
571 development of District policies and procedures that have a significant effect on staff.
572 The opinions and recommendations of the classified staff will be given every reasonable
573 consideration.

574

575 Associated Students

576

577 The Associated Students shall be given an opportunity to participate effectively in the
578 formulation and development of Board policies and administrative procedures that have
579 a significant effect on students, as defined by law. The recommendations and positions
580 of the Associated Students will be given every reasonable consideration. The selection
581 of student representatives to serve on District committees or task forces shall be made
582 after consultation with the Associated Students.

583

584 California School Employees Association (CSEA)

585

586 The California School Employees Association (CSEA) is the bargaining unit for the
587 classified employees.

588

589 California Teachers Association (CTA)

590

591 The California Teachers Association (CTA) is the bargaining unit for the teachers.

592

593 2.20 See Appendix 4

594

595 2.21 Standard IV

596 Accreditation Standard IVB1 describes the Board's role and responsibilities. Key
597 points include the following:

598

- 599 • The Board is designated as having the responsibility to set policies for the
600 District and to act in a manner consistent with those policies.
- 601 • Through such policies the Board has ultimate responsibility for the
602 educational quality, legal matters, and financial integrity of the institution.
- 603 • The Board establishes policies consistent with the mission statement.

- 604 • The Board regularly evaluates its policies and practices and revises them
605 as necessary.
- 606 • The Board advocates for and defends the institution and protects it from
607 undue influence or pressure.
- 608 • The Board is responsible for selecting and evaluating the Chancellor and
609 for delegating full responsibility and authority to him/her to implement and
610 administer board policies without board interference and holds him/her
611 accountable for the operation of the district.
- 612 • Once the Board reaches a decision, it acts as a whole.
- 613 • The Board is responsible for Board development, self-evaluation, and
614 improvement.
- 615 • The Board has a code of ethics which is enforced by the Board.
- 616 • The Board is informed about and involved in the accreditation process.
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Section 2 Checklist

I, _____, acknowledge review and training of the above listed items in Section 2.

Signature of Trustee _____

Signature of Chancellor _____

Signature of President _____

639 **Section 3 – Board of Trustee’s President**

640
641
642 3.1 See Appendix 5

643
644 3.2 Board Duties and Responsibilities (Reference: BP 2200)

645
646 The Board of Trustees governs on behalf of the citizens of the District in accordance
647 with the authority granted and duties defined in Education Code Section 70902.

648 The Board is committed to fulfilling its responsibilities to:

- 649
- 650 • Represent the public interest
 - 651 • Establish policies that define the institutional mission and set prudent,
652 ethical and legal standards for college operations
 - 653 • Select, hire, and evaluate the Chancellor
 - 654 • Delegate power and authority to the Chancellor to effectively lead the
655 District
 - 656 • Assure fiscal health and stability
 - 657 • Monitor institutional performance and educational quality
 - 658 • Advocate and protect the District
- 659

660 3.4 Board Elections (Reference: BP 2100)

661
662 Elections shall be held every two years, in even numbered years, for four-year
663 overlapping terms. Terms of trustees are staggered so that, as nearly as practical, one
664 half of the trustees shall be elected at each trustee election. Each person elected at a
665 regular biennial governing board member election shall hold office for a term of four
666 years commencing on the first Friday in December next succeeding his/her election.

667
668 The Board of Trustees has provided for the election of trustees by trustee areas.
669 Effective January 16, 2014, the trustee areas include:

- 670
- 671 • Areas 1, 3, 5, and 7 from which governing board members will be elected in
672 November 2016 and every four years thereafter.
 - 673 • Areas 2, 4, and 6 from which governing board members will be elected in
674 November 2018 and every four years thereafter.
- 675

676 The election of a Board member residing in and registered to vote in the trustee area
677 he/she seeks to represent shall be only by the registered voters of the same trustee
678 area(s).

679
680 3.5 Officers of the Board (Reference: BP 2210)

681 At the annual organizational meeting (See BP 2305 titled Annual Organizational
682 Meeting), the Board of Trustees shall elect officers from among its members. The terms
683 of officers shall be for one year.

684

685 **Duties of the President of the Board:**

686

- 687 1. Preside over all meetings of the Board;
- 688 2. Call emergency and special meetings of the Board as required by law;
- 689 3. Consult with the Chancellor on the Board meeting agendas;
- 690 4. Communicate with individual Board members about their responsibilities;
- 691 5. Ultimately responsible for the orientation process for new Board members and
692 Student Trustees;
- 693 6. Assure Board compliance with policies on Board education, Board self-
694 evaluation, and evaluation of the Chancellor;
- 695 7. Represent the Board at official events or ensure Board representation.
- 696 8. The Board President may contact District legal counsel regarding business of the
697 District as he/she deems necessary and the Board President will provide a report
698 to the Board and Chancellor regarding the topic of the call and the associated
699 costs.
- 700 9. The President has the right to vote on all issues and to participate in the
701 discussions. (Note: This is an exception to Robert's Rules of Order.)
- 702 10. The Board President shall establish ad hoc committees to comply with Board
703 Policies and deadlines.

704

705 **Duties of the Vice President of the Board:**

706

- 707 1. To perform in the absence of the President, all the duties of the President;
- 708 2. To attest the signature of the President or other members of the Board on
709 contracts, agreements, deeds, leases, and other legal documents not delegated
710 to the Chancellor or other officers of the District;
- 711 3. To attest to the signature of the President or other members of the Board on all
712 other documents of the District when the attestation is a legal requirement.

713

714 **Duties of the Clerk of the Board:**

715

- 716 1. To perform in the absence of the President, or the Vice President all the duties of
717 the President;
- 718 2. To attest the signature of the President or other members of the Board on
719 contracts, agreements, deeds, leases, and other legal documents not delegated
720 to the Chancellor or other officers of the District;
- 721 3. To attest to the signature of the President or other members of the Board on all
722 other documents of the District when the attestation is a legal requirement;
- 723 4. To certify copies of records of the District as required.

- 724 5. Monitor the board calendar as it refers to meeting dates required by board policy
725 and reminding the board president and the board of impending deadlines.
726

727 **Board Secretary**

728
729 The Chancellor of the District shall serve as the Secretary to the Board.
730

731 **Duties of the Secretary to the Board:**

- 732
733 1. Notify members of the Board of regular, special, emergency, and adjourned
734 meetings;
735 2. Prepare and post the Board meeting agendas;
736 3. Have prepared for adoption minutes of the Board meetings;
737 4. Attend all Board meetings and closed sessions unless excused, and in such
738 cases to assign a designee;
739 5. Conduct the official correspondence of the Board;
740 6. Certify as legally required all Board actions;
741 7. Sign, when authorized by law or by Board action, any documents that would
742 otherwise require the signature of the Secretary or the Clerk of the Board.
743

744 The Board does not have an official system of rotation or officers; it elects the officers
745 each year from among all its members.
746

747 3.6 Committees of the Board (Reference: BP 2220)

748
749 The Board may, by action, establish committees that it determines are necessary to
750 assist the Board in its responsibilities. Any committee established by Board action shall
751 comply with the requirements of the California Public Meetings Act (Brown Act) and with
752 these policies regarding open meetings.
753

754 Board committees that are composed solely of less than a quorum of members of the
755 Board that are advisory are not required to comply with the Brown Act, or with these
756 policies regarding open meetings, unless they are standing committees.
757

758 Board committees that are only advisory have no authority or power to act on behalf of
759 the Board. Findings or recommendations shall be reported to the Board for
760 consideration.
761

762 3.7 Board Education (Reference: BP 2740)

763
764 The Board of Trustees is committed to its ongoing development as a Board and to a
765 trustee education program that includes new trustee orientation.
766

767 To that end, the Board will engage in study sessions, provide access to reading

768 materials, and support conference attendance and other activities that foster trustee
769 education.

770
771 Orientation sessions shall be scheduled for new Board of Trustee appointees. A
772 Special Meeting of the Board for the purpose of the orientation shall be called within 30
773 days of the appointment of a new trustee. Planning and implementation of appropriate
774 information items for the orientation shall be the joint responsibility of the Chancellor
775 and current members of the Board of Trustees.

776
777 The Chancellor and the Board shall assist each new member-elect to understand the
778 Board's functions, policies, and procedures before he/she assumes office. Such
779 assistance shall include, but shall not be limited to, providing of written materials and
780 invitations to attend Board meetings and conferences with the Chancellor. New Board
781 members shall be encouraged to attend meetings on a regional basis held as
782 training/information sessions by other organizations.

783 784 3.8 Code of Ethics / Standards of Practice (Reference: BP 2715)

785
786 The Board maintains high standards of ethical conduct for its members. Members of
787 the Board are responsible to:

- 788
- 789 • Act only in the best interests of the entire community.
 - 790 • Ensure public input into Board deliberations; adhering to the law and spirit of the
791 open meeting laws and regulations.
 - 792 • Prevent conflicts of interest and the perception of conflicts of interest.
 - 793 • Exercise authority only as a Board.
 - 794 • Use appropriate channels of communication.
 - 795 • Respect others; acting with civility.
 - 796 • Be informed about the District, educational issues, and responsibilities of
797 trusteeship.
 - 798 • Devote adequate time to Board work.
 - 799 • Maintain confidentiality of closed sessions.

800
801 The Board of Trustees will promptly address any violation by a Board member or Board
802 members of the Code of Ethics in the following manner:

803
804 Charges by any person that a member of the Board of Trustees has violated laws and
805 regulations of the Board's Code of Ethics shall be directed to the President of the Board
806 or the Board itself. The President of the Board may establish an ad hoc committee to
807 examine the charges and recommend further courses of action to the Board. The
808 Board member subject to the charge of misconduct shall not be precluded from
809 presenting information to the committee. Possible courses of action include:

810

- 811
- 812
- 813
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- 817
- 818
- If alleged behavior violates laws, legal counsel may be sought, at the discretion of the Board of Trustees, and the violations referred to the District Attorney or Attorney General as provided for in law.
 - If the alleged behavior violates this Board Policy on ethical conduct, the President of the Board shall alert the Board member in question regarding the violation of policy, the Board of Trustees may discuss the violation at an open Board Meeting and affirm its policy expectation, and/or the Board may move to censure the trustee.

819

820 3.9 Board Representatives

821

822 At the annual organizational meeting the Board appoints representatives to the

823 various organizations and bodies requiring representation. Currently, the Board

824 appoints the following representatives:

- 825
- Representative and Alternate to the Nominating Committee for the County Committee on School District Organization
 - Committee Assignment for KVCR Foundation
 - Committee Assignment for San Bernardino Regional Emergency Training Center Joint Powers Authority)
 - Committee Assignment for EDCT Foundation

832

833 3.10 Meetings of the Board (Reference BP 2310)

834

835 All regular and special meetings of the Board of Trustees are open to the public, must

836 be accessible to persons with disabilities, and comply with the Brown Act provisions,

837 except as otherwise required or permitted by law.

838

839 A notice identifying the location, date, and time of each regular meeting of the Board

840 shall be posted ten days prior to the meeting and shall remain posted until the day and

841 time of the meeting.

842

843 Regular meetings of the Board shall be held on the second Thursday of each month.

844 Meetings will be held in the District Assembly Room, 114 S. Del Rosa Avenue, San

845 Bernardino, California, 92408, or as otherwise specified by previous Board action.

846 Meetings will begin at 4:00 p.m. or as otherwise specified by previous Board action.

847 Individuals who may wish to place a matter on the agenda or speak on an agenda item

848 may do so by following the procedures outlined in AP 2340 titled Agendas and AP 2345

849 titled Public Participation at Board Meetings.

850

851 3.11 See Appendix 5

852

853 3.12 Meeting Protocol

854
855 Board behavior can have both a positive or negative ripple effect throughout the
856 District community. Often a simple comment can take on a life of its own with the
857 original intended meaning misunderstood. The following recommendations may help
858 to keep individual Board members from being misunderstood:

- 859
- 860 • Keep the Board discussion at the policy level versus getting into how
- 861 something will be accomplished.
- 862 • Ask questions of staff as necessary to make an informed decision, but
- 863 try to avoid questions that may imply the Board is trying to
- 864 micromanage the District.
- 865 • Be cautious about making statements that might be interpreted as
- 866 belittling the staff.
- 867 • Praise in public and discipline in private.
- 868 • Be professional and courteous to fellow Board members.
- 869

870 3.13 Quorum and Voting (Reference: BP 2330)

871

872 Four Board members, other than the Student Trustees, shall constitute a quorum for the
873 transaction of business. The Board of Trustees shall act by majority vote of all voting
874 members of the Board. In the event of a minimum quorum, all four Board members
875 must vote in favor of motions **to pass motions**.

876

877 No action shall be taken by secret ballot. The Board will publicly report any action taken
878 in open session and the vote or abstention of each individual member present.

879

880 The following actions require a **two-third majority** of all members of the Board:

- 881
- 882 A. Resolution of intention to sell or lease real property (except where a unanimous
- 883 vote is required);
- 884 B. Resolution of intention to dedicate or convey an easement;
- 885 C. Resolution authorizing and directing the execution and delivery of a deed;
- 886 D. Action to declare the District exempt from the approval requirements of a
- 887 planning commission or other local land use body;
- 888 E. Resolution providing for the transfer from the reserve for contingencies to any
- 889 expenditure classification.
- 890 F. Resolution to condemn real property.
- 891

892 The following actions require a **unanimous vote** of all members of the Board:

- 893 A. Resolution authorizing a sale or lease of District real property to the state,
- 894 any county, city, or to any other school or community college district;
- 895 B. Resolution authorizing lease of District property under a lease for the
- 896 production of gas.
- 897 C. Any authorization to change an existing construction contract.

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3.14 Special and Emergency Meetings (Reference: BP 2320)

Special meetings may from time to time be called by the President of the Board of Trustees or by a majority of the members of the Board. Notice of such meetings shall be posted at least 24 hours before the time of the meeting, and shall be noticed in accordance with the Brown Act. No business other than that included in the notice may be transacted or discussed.

Emergency meetings may be called by the President of the Board when prompt action is needed because of actual or threatened disruption of public facilities under such circumstances as are permitted by the Brown Act, including work stoppage, crippling disasters, and other activity that severely impairs public health or safety.

No closed session shall be conducted during an emergency meeting, except as provided for in the Brown Act to discuss a dire emergency.

The Chancellor shall be responsible to ensure that notice of such meetings is provided to the local news media as required by law.

3.15 Closed Session (Reference: BP 2315)

Closed sessions of the Board of Trustees shall only be held as permitted by applicable legal provisions including but not limited to the Brown Act, California Government Code, and California Education Code. Matters discussed in closed session may include:

- The appointment, employment, evaluation of performance, discipline or dismissal of a public employee;
- Charges or complaints brought against a public employee by another person or employee, unless the accused public employee requests that the complaints or charges be heard in an open session.
- Advice of counsel on pending litigation, as defined by law;
- Consideration of tort liability claims as part of the District’s membership in any joint powers agency formed for purposes of insurance pooling;
- Real property transactions;
- Threats to public security;

- 940 • Review of the District's position regarding labor negotiations and giving
941 instructions to the District's designated negotiator;
- 942
- 943 • Discussion of student disciplinary action, with final action taken in public;
- 944
- 945 • Conferring of honorary degrees;
- 946
- 947 • Consideration of gifts from a donor who wishes to remain anonymous.
- 948
- 949 • To consider its response to a confidential final draft audit report from the Bureau
950 of State Audits.
- 951

952 The agenda for each regular or special meeting shall contain information regarding
953 whether a closed session will be held and shall identify the topics to be discussed in any
954 closed session in the manner required by law.

955
956 After any closed session, the Board shall reconvene in open session before adjourning
957 and shall announce any actions taken in closed session and the vote or abstention of
958 every member present.

959
960 All matters discussed or disclosed during a lawfully held closed session and all notes,
961 minutes, records or recordings made of such a closed session are confidential and shall
962 remain confidential unless and until required to be disclosed by action of the Board or
963 by law.

964
965 Pursuant to Government Code Section 54957, if any person requests an opportunity to
966 present complaints to the Board about a specific employee, such complaints shall first
967 be presented to the Chancellor. Notice shall be given to the employee against whom
968 the charges or complaints are directed. If the complaint is not first resolved at the
969 administrative level, the matter shall be scheduled for a closed session of the Board.
970 The employee against whom the charges or complaints are directed shall be given at
971 least 24 hours written notice of the closed session, and shall be given the opportunity to
972 request that the complaints be heard in an open meeting of the Board of Trustees.

973 974 3.16 How the Board Takes Action

975
976 Official Board action can be taken only at Board meetings and by affirmative action of
977 at least four of the seven voting Board members. No one Board member or
978 administrator makes official commitments for the Board, except as directed by Board
979 action. The Board has final control over District matters and policies, subject to
980 limitations imposed by California and federal law, and all employees and administrators
981 of the District are bound to abide by such policies.

982

983 3.17 Consent Agenda

984

985 Items that are calendared as requiring little or no discussion by the Board or the public
986 are listed on the agenda as "Consent" items. The Board may act on these items in
987 one motion without discussion. Any Board member or individual attending the Board
988 meeting can request at the time of the meeting that an item listed on the consent
989 agenda be considered separately ("pulled from the consent agenda") as part of the
990 regular agenda, thus allowing discussion of the item. The Board reserves the right to
991 consider if an item on the Consent Agenda is pulled.

992

993 3.18 Preparing for Meetings

994

995 One week prior to the Board meeting, the Chancellor meets with the Board President to
996 review the agenda prior to the board book going to print.

997

998 On the Friday preceding the Thursday Board meeting, the Chancellor's Office will
999 deliver Board packets with an agenda and supporting materials. This information is
1000 also posted to the District Website. This timeline gives the Board members six days to
1001 review the materials prior to the meeting. When possible, Board members should
1002 submit their questions to the Chancellor prior to the Board meeting so that the staff can
1003 provide a thorough response, prior to or, at the time of the meeting. Also, any Board
1004 member can call the Chancellor prior to the Board meeting for clarification regarding
1005 any agenda item rather than waiting until the Board meeting. It is always best not to
1006 surprise the Chancellor or staff at the Board meeting. Response to information is
1007 supplied to all Board members.

1008

1009 The week of the Board meeting the Chancellor meets with each member of the
1010 Board to review the agenda to address any questions.

1011

1012 3.19 Recording (Reference: BP 2365)

1013

1014 Any audio or video recording of an open and public Board of Trustees Meeting made by
1015 or at the direction of the Board shall be subject to inspection by members of the public
1016 in accordance with the California Public Records Act, Government Code Sections 6250
1017 et seq. The Chancellor is directed to enact administrative procedures to ensure that
1018 any such recordings are maintained for at least thirty days following the recording.

1019

1020 Persons attending an open and public meeting of the Board may, at their own expense,
1021 record the proceedings with an audio or video recording device or a still or motion
1022 picture camera or may broadcast the proceedings. However, if the Board finds by a
1023 majority vote that the recording or broadcast cannot continue without noise, illumination,
1024 or obstruction of view that constitutes or would constitute a persistent disruption of the
1025 proceedings, any such person shall be directed by the President of the Board to stop.

1026

1027 3.20 Speakers (Reference: BP 2350)

1028

1029 Persons may speak to the Board of Trustees either on an agenda item or on other
1030 matters of interest to the public that are within the subject matter jurisdiction of the
1031 Board.

1032

1033 Oral presentations relating to a matter on the agenda, including those on the consent
1034 agenda, shall be heard before a vote is called.

1035

1036 Persons wishing to speak to matters not on the agenda shall do so at the time
1037 designated at the meeting for public comment.

1038

1039 Those wishing to speak to the Board are subject to the following:

1040

- The President of the Board may rule members of the public out of order if their
1041 remarks do not pertain to matters that are within the subject matter jurisdiction of
1042 the Board or if their remarks are unduly repetitive.

1043

- Non-scheduled substitutes may not speak in place of scheduled speakers unless
1044 alternates have been submitted on the original request.

1045

- Employees who are members of a bargaining unit represented by an exclusive
1046 bargaining agent may address the Board under this policy, but may not attempt to
1047 negotiate terms and conditions of their employment. This policy does not prohibit
1048 any employee from addressing a collective bargaining proposal pursuant to the
1049 public notice requirements of Government Code Section 3547 and the policies of
1050 this Board implementing that section.

1051

1052 Any member of the public who wishes to address the Board on any matter on the
1053 agenda of a regular Board meeting or on the notice for a special Board meeting is
1054 limited to five minutes per person and 20 minutes per agenda topic unless the time limit
1055 is extended by a majority vote of the Board.

1056

1057 The Board acknowledges that the Brown Act, Government Code Section 54954.3,
1058 requires that every agenda for regular meetings, but not every notice for special
1059 meetings, shall provide an opportunity for members of the public to directly address the
1060 Board on items of interest to the public that are not on the agenda.

1061

1062 A member of the public who wishes to address the Board on an item not on the agenda,
1063 but related to the business of the District, is limited to five minutes unless a majority of
1064 the Board votes to extend the time limit. The total time for members of the public to
1065 speak on the same or a substantially similar subject shall be limited to twenty minutes
1066 unless a majority of the Board votes to extend the time limit. Each speaker coming
1067 before the Board is limited to one presentation per specific agenda item before the
1068 Board and to one presentation per meeting on non-agenda matters.

1069

1070 Members of the public desiring to address the Board shall complete and submit a Public
1071 Comment card.

1072
1073 As a matter of law, members of the Board may not discuss or respond to public
1074 comments unless the matters are properly noticed for discussion or action in Open
1075 Session.

1076
1077 3.22 Communications Among Board Members (Reference: BP 2720)

1078
1079 Members of the Board shall not communicate among themselves by the use of any form
1080 of communication (e.g., personal intermediaries, e-mail, or other technological device)
1081 in order to reach a collective concurrence regarding any item that is within the subject
1082 matter jurisdiction of the Board. In addition, no other person shall make serial
1083 communications of any kind, directly or through intermediaries, to discuss, deliberate, or
1084 take action on any item of business that is within the subject matter jurisdiction of the
1085 Board of Trustees.

1086
1087 Under California's Public Records Act, "any writing containing information relating to the
1088 conduct of the public's business prepared, owned, used, or retained by any state or
1089 local agency regardless of physical form or characteristics" is a public record and must
1090 be disclosed to the public upon request unless a provision of the PRA exempts it from
1091 disclosure. Gov't Code Section 6252-6253. (see 5.2 Brown Act)

1092
1093 3.23 Media/Email

1094
1095 Any Board member is allowed to speak with the media. However, Board
1096 members should keep in mind the following:

- 1097
- 1098 • When speaking to the press, remind the interviewer that you do not
1099 represent the views of the Board, but speak as an individual.
 - 1100 • When contacted by the press, defer to the Chancellor or Board Chair for
1101 official Board positions.
 - 1102 • When speaking to the media, be an advocate for the District.
 - 1103 • Never speak about personnel matters or other closed session topics to the
1104 press.

1105
1106 Board members should keep in mind that electronic communications can facilitate a
1107 Brown Act violation. Emails are subject to disclosure laws per BP and AP 3310.

1108
1109 3.24 Annual Retreat

1110
1111 Each summer the Board holds an annual retreat with the Board and the Chancellor.
1112 This retreat is the opportunity for the Board to conduct its annual self-evaluation and

1113 set goals for the upcoming year.

1114

1115 3.25 Board Self-Evaluation (Reference: BP 2745)

1116

1117 The Board of Trustees is committed to assessing its own performance as a Board in
1118 order to identify its strengths and areas in which it may improve its functioning.

1119

1120 To this end the Board has established the following processes for evaluation:

1121

1122 An ad hoc committee of the Board shall be appointed in April to determine the
1123 instrument or process to be used in Board self-evaluation. Any evaluation instrument
1124 shall incorporate criteria contained in these Board policies regarding Board operations,
1125 as well as criteria defining Board effectiveness promulgated by recognized practitioners
1126 in the field.

1127

1128 The process for evaluation shall be recommended to and approved by the Board.

1129

1130 If an instrument is used, all Board members will be asked to complete the evaluation
1131 instrument and submit them per Board Policy.

1132

1133 A summary of the evaluations will be presented and discussed at an annual Board
1134 retreat scheduled for that purpose. The results will be used to identify accomplishments
1135 in the past year and goals for the following year.

1136

1137 3.26 Setting the Board's Goals

1138

1139 The Board uses the results of the self-evaluation to set internal goals for the
1140 upcoming year.

1141

1142 3.27 Annual Organizational Meeting (Reference: BP 2305)

1143

1144 The Board shall hold an annual organizational meeting on a day within fifteen calendar
1145 days of the last Friday in November

1146

1147 The purpose of the annual organizational meeting is to elect a president, vice president,
1148 and a clerk, and conduct any other business as required by law or determined by the
1149 Board.

1150

1151 3.28 Chancellor - Hiring and Contract

1152

1153 Without doubt, the most important role of the Board is to appoint the Chancellor. It is
1154 exclusively the Board's role, although the process itself generally includes District
1155 personnel who will participate in the interviewing and screening process. A District
1156 committee may assist in screening the applications and narrowing the pool of

1157 candidates to a manageable group that will be invited for confidential screening
1158 interviews. From the confidential interviews, the committee selects a small group of 3-
1159 5 finalists to recommend to the Board for interviews and on-campus forums. After the
1160 finalists accept the invitation to interview as a finalist, the names of the finalists
1161 become public information and usually there will be a press release involved.

1162
1163 From the finalists, the Board selects their top candidate to make an offer. It is not
1164 guaranteed that the first choice will accept the offer since it is common for candidates
1165 to be finalists in more than one college presidential search at the same time.
1166 Therefore, it is important that this part of the process remains confidential until an offer
1167 and an acceptance of offer has been reached. During this part of the process the
1168 Board must negotiate with the candidate the terms of the contract, which includes
1169 salary, starting date, and benefits. The process can easily take from six months to a
1170 year.

1171
1172 3.29 Evaluation of the Chancellor (Reference: BP 2435)

1173
1174 The Board of Trustees shall conduct an evaluation of the Chancellor at least annually.
1175 Such evaluation shall comply with any requirements set forth in the contract of
1176 employment with the Chancellor as well as this policy.

1177
1178 The criteria for evaluation shall be based on Board policy, the Chancellor job
1179 description, and performance goals and objectives developed in accordance with AP
1180 2435 titled Evaluation of the Chancellor.

1181
1182 3.30 Setting the Chancellor's Salary

1183
1184 After the initial starting salary negotiated with the Chancellor at the time of
1185 employment, the Board will need to consider the salary of their one employee on an
1186 annual basis. This process is usually done in conjunction with the Chancellor's
1187 annual evaluation. Although the discussion of the Chancellor's performance and
1188 determination of any salary adjustment is a closed session item, the actual setting of
1189 the salary adjustment is an open session agenda item.

1190
1191 3.31 Graduation

1192
1193 Graduation is the highlight of both colleges each year. Graduation and graduation
1194 activities and times vary from year to year (refer to Master Calendar). Board members
1195 participate as part of the processional and the ceremony. The Board President accepts
1196 the graduating class and board members wear a graduation robe with the colors of the
1197 discipline appropriate for their degree.

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1199

Section 3 Checklist

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I, _____, acknowledge review and training of the above listed items in Section 3.

Signature of Trustee _____

Signature of Chancellor _____

Signature of President _____

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Section 4 – Chapter 1 and 2 Board Policies and Procedures

4.0 Board Policies

The references to the board policies above represent a snapshot/summary of the policy and may not include the entire policy. For complete policies and procedures, please visit the District website www.sbccd.org or click the link here [Board Policies & Procedures](#).

Section 4 Checklist

I, _____, acknowledge review and training of the above listed items in Section 4.

Signature of Trustee _____

Signature of Chancellor _____

Signature of President _____

Section 5 – Orientation Checklist and Sign-Off Form

5.0 Board Member Orientation

Per Board Policy 2740, orientation sessions shall be scheduled for new Board of Trustee appointees. A Special Meeting of the Board for the purpose of the orientation shall be called within 30 days of the appointment of a new trustee. Planning and implementation of appropriate information items for the orientation shall be the joint responsibility of the Chancellor and current members of the Board of Trustees.

The Chancellor and the Board shall assist each new member-elect to understand the Board's functions, policies, and procedures before he/she assumes office. Such assistance shall include, but shall not be limited to, providing of written materials and invitations to attend Board meetings and conferences with the Chancellor. New Board members shall be encouraged to attend meetings on a regional basis held as training/information sessions by other organizations.

Orientation to the institution includes:

- Walking tours of the district, campuses, and off-site locations
- Institutional data review
- College history and development, and college catalogs
- Lists and contact information for trustees, college personnel, and student leaders
- Structure and operations of board of trustees
- Structure of higher education at the state level
- Briefings on organization, programs, budget, and facilities of the colleges and sites
- Collegial Consultation, inclusive of 10+1 Board handbook, meeting agendas, and minutes
- Affirmative action plans
- Printed college materials
- Opportunities to meet informally with campus leaders and faculty, staff, students, administrators, and fellow trustees
- Email records disclosure responsibilities

Orientation to trusteeship includes:

- Roles of board and of individual trustees
- Attendance at local, state and national meetings, including the League's New Trustee Orientation Workshop and Legislative Conference
- Review of pertinent laws and board policy
- Board Budget

Section 5 Checklist

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I, _____, acknowledge review and training of the above listed items in Section 5.

Signature of Trustee _____

Signature of Chancellor _____

Signature of President _____

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Appendix 1

San Bernardino Community College District

The mission of the San Bernardino Community College District is to transform lives through the education of our students for the benefit of our diverse communities.

This mission is achieved through the District's two colleges, San Bernardino Valley College (SBVC) and Crafton Hills College (CHC); the Economic Development and Corporate Training Center (EDCT); and public broadcast system (KVCR TV-FM) by providing to the students and communities we serve; high quality, effective and accountable instructional programs and services.

San Bernardino Valley College

San Bernardino Valley College provides quality education and services that support a diverse community of learners.

Crafton Hills College

The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.

Economic Development & Corporate Training

The mission of the Economic Development and Corporate Training division of San Bernardino Community College District (EDCT) is to stimulate the economic prosperity of the Inland Empire through workforce development. This mission will be achieved by:

- a. Offering customized training solutions that meets the human capital development needs of regional employers;
- b. Providing innovative job training to the workforce in emerging technologies and high growth areas to foster economic prosperity in the region;
- c. Building and nurturing partnerships to obtain local/state/federal funds necessary for
- d. Preparing a highly skilled workforce through short-term training.

KVCR

KVCR's mission is to be the cultural, educational, informational and communication center of the Inland Empire. KVCR additionally will focus its mission on students. KVCR will become a training ground for students who want to train and work in the media world. This will include:

- TV, Radio, Broadband, internet, social media and any form of the media world.

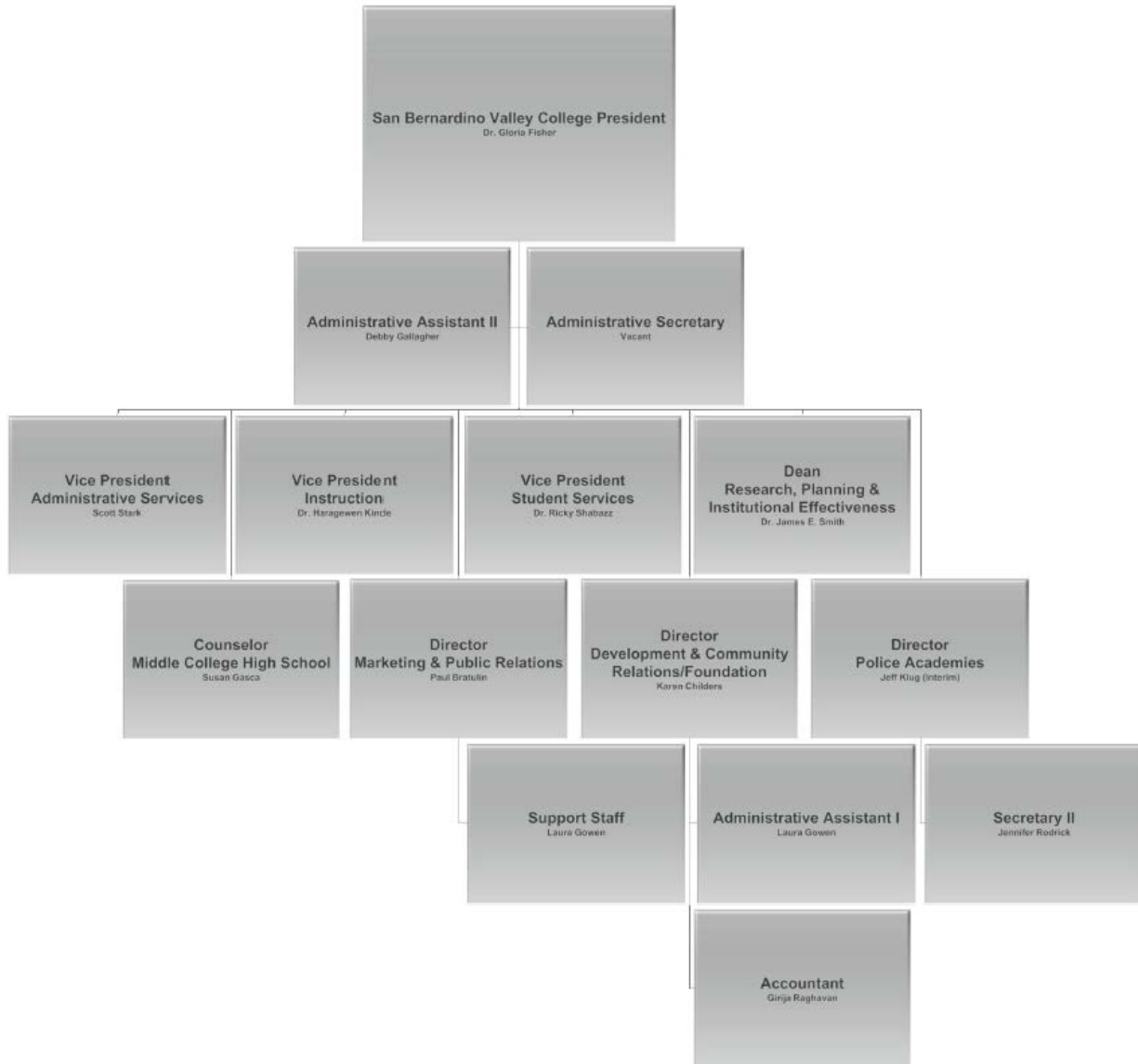
1351
 1352 Appendix 2
 1353 San Bernardino Community College District (as of 6/30/15)
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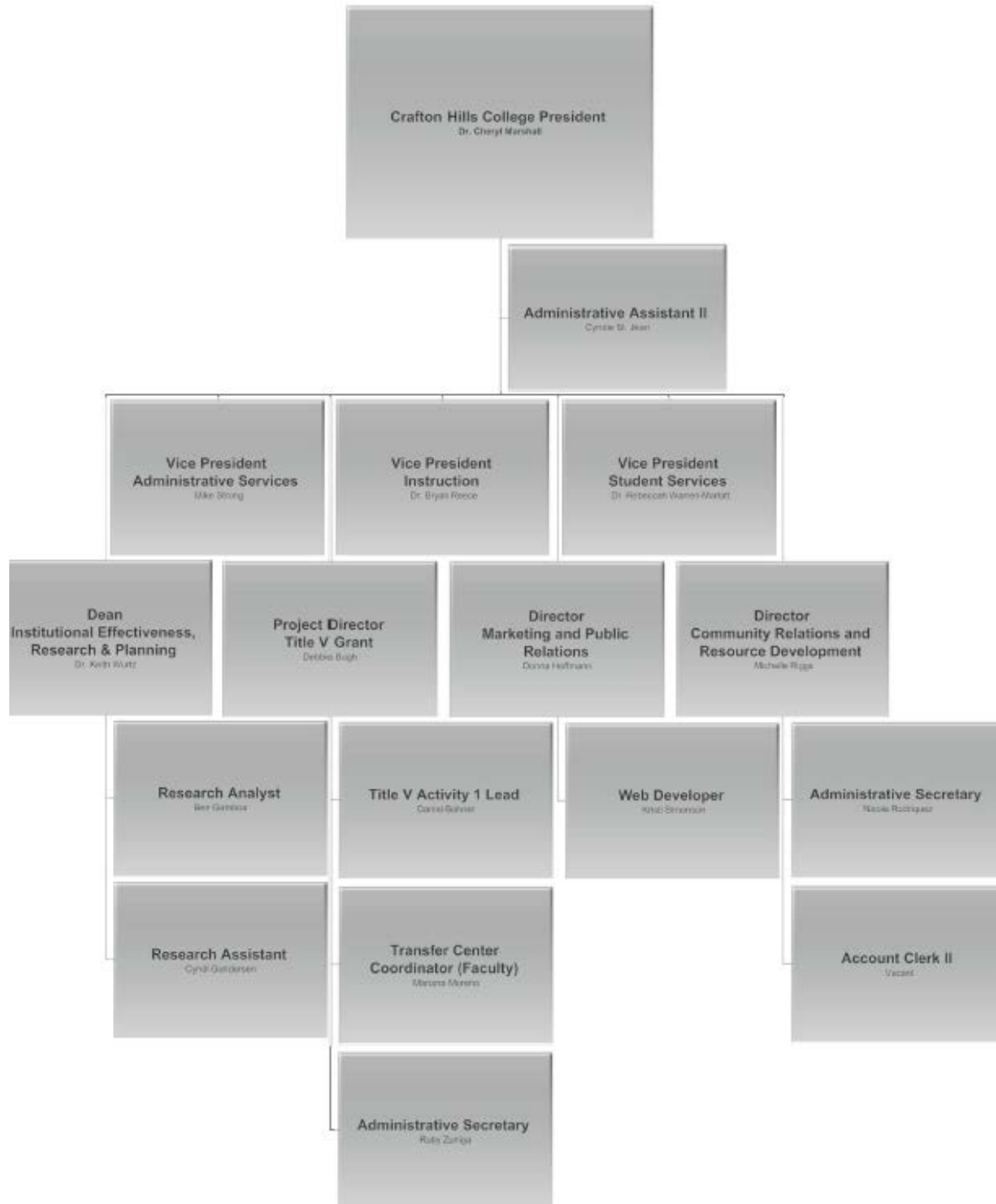
San Bernardino Valley College (as of 6/30/15)



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Crafton Hills College (as of 6/30/15)



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1376 Appendix 4

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1378 Board's Role in Accreditation

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1380 The Board must be fully informed of all accreditation actions, reports, visits and
1381 progress on accreditation recommendations as they pertain to the Colleges. All
1382 reports created in response to Commission actions must be approved or ratified by the
1383 Board.

1384

1385 The Accrediting Commission for Community and Junior Colleges (ACCJC) provides a
1386 list of Standards that are the basis for comprehensive institutional evaluations for
1387 reaffirmation of accreditation on their website [http://www.accjc.org/eligibility-
1388 requirements-standards](http://www.accjc.org/eligibility-requirements-standards).

1389 Appendix 5

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1391 Board Imperatives

1392

1393 I. Institutional Effectiveness

1394 II. Learning Centered Institution for Student Access, Retention and Success

1395 III. Resource Management for Efficiency, Effectiveness and Excellence

1396 IV. Enhanced and Informed Governance and Leadership

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1398 Board Goals

1399

1400 I. Institutional Effectiveness

1401 a. Develop a plan to effect a district-wide emphasis on leadership
1402 development.

1403

1404 II. Learning Centered Institution for Student Access, Retention and Success

1405 a. Develop collaborative partnerships with other educational
1406 institutions, especially Pre-12.

1407 b. Strengthen the Board's capacity to use metrics to monitor
1408 improvement in student access and success.

1409

1410 III. Resource Management for Efficiency, Effectiveness and Excellence

1411 a. Monitor budget process.

1412

1413 IV. Enhanced and Informed Governance and Leadership

1414 a. Strengthen the effectiveness of the Board of Trustees.

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1432 Appendix 6
1433 The Brown Act (Open Meeting Law)

1434
1435 The Board is subject to the Brown Act, also known as the Open Meeting Law. The
1436 Brown Act requires that public boards conduct their business in the open. This means
1437 that all meetings are open to the public except for a limited number of circumstances,
1438 as permitted by the Brown Act. Examples of these limited circumstances include
1439 agenda items concerning personnel actions, labor negotiations, and the negotiation of
1440 real property.

1441
1442 References: For more information regarding the Brown Act, refer to
1443 <http://ag.ca.gov/publications/brownAct2003.pdf>

1444
1445

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: John Longville, President

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey Nikac, Executive Assistant

DATE: October 8, 2015

SUBJECT: Consideration of Approval to Name Board Room in Honor of Charles S. Terrell, Jr. and to Purchase a Perpetual Plaque

RECOMMENDATION

It is recommended that the Board of Trustees approve naming the Board Room in honor of Charles S. Terrell, Jr. and direct the Chancellor to purchase a perpetual plaque to be placed in the Board Room honoring past board members as determined by the Board.

OVERVIEW

Pursuant to Board Policy and Administrative Procedure 6620, a temporary naming (a minimum of three years) in recognition of distinguished service may honor a gift of time or talent that has had a significant positive impact on the institution over an extended period of years.

ANALYSIS

Options to name the Board Room shall not be less than three (3) years:

1. Option 1: 3 years
2. Option 2: Length of service on the board (9 years for Charles Terrell)
3. Option 3: Other length of time

Options to have names listed on the perpetual plaque:

1. Option 1: List to begin with a particular year
2. Option 2: List all past Trustees who have passed away
3. Option 3: List all past Trustees.

BOARD IMPERATIVES

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

FINANCIAL IMPLICATIONS

Included in the 2015-16 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: John Longville, President

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey Nikac, Executive Assistant

DATE: October 8, 2015

SUBJECT: Consideration of Approval To Create Ad Hoc Committees and Nominate Ad Hoc Committee Members

RECOMMENDATION

It is recommended that the Board of Trustees approve the Ad Hoc committees and its members. The Ad Hoc Committees will meet on an as needed basis until the task is completed, or June 30, 2015, whichever comes first. Ad Hoc Committees shall be staffed by the Chancellor or his designee or as determined by the Chancellor.

- Board Policy & Accreditation Ad Hoc – John, Donna, Don
- Evaluation (Board Self-Evaluation and Chancellor Evaluation) Ad Hoc – Gloria, Don, Nick
- Board Goals Ad Hoc – John, Joseph, Donna
- Budget Ad Hoc – Joseph, Donna, Gloria
- Student Success Ad Hoc – Joseph, Donna, John
- Board Vacancy Ad Hoc – John, Don, Gloria
- SBCCD Board & Local K-12 Boards Issues – Don, Joseph, Donna

OVERVIEW

Ad Hoc Work Groups are needed to improve the efficiency of the board. At the Board Retreat #2 on September 2, 2015, the Board agreed to create ad hoc committees to do the research and work necessary to make recommendations to the Board.

BOARD IMPERATIVES

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

FINANCIAL IMPLICATIONS

No impact to the budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey Nikac, Executive Assistant

DATE: October 8, 2015

SUBJECT: Consideration of Approval to Reaffirm Board Imperatives and Approve 2015-2016 Board Goals

RECOMMENDATION

It is recommended that the Board of Trustees reaffirm the Board Imperatives and approve the 2015-2016 Board Goals.

OVERVIEW

The Board reviews its goals and develops new ones annually. The 2015-2016 Board goals were developed along with suggested activities and tasks to complete each goal.

ANALYSIS

At the August 20, 2015 Board Retreat, the trustees discussed the 2015-2016 goals related to the Board Imperatives per Board Policy 2200. On September 2 at the Board Retreat #2, they created a Board Goals Ad Hoc Committee to have a separate meeting in order to format the 2015-2016 goals based on the consensus of the Board on August 20. The Board Goals Ad Hoc Committee included John Longville, Joseph Williams, and Donna Ferracone.

BOARD IMPERATIVES

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

FINANCIAL IMPLICATIONS

Included in the 2015-2016 budget.

The Board of Trustees has the following priorities and goals related to the Board Imperatives (Board Policy 2200)

I. INSTITUTIONAL EFFECTIVENESS

Board Goal	Action	Results
1. Develop a plan to effect a district-wide emphasis on leadership development.	<ul style="list-style-type: none"> a. Chancellor to assign responsible staff immediately. b. Develop strategies to be reported to the Board by December 2015. c. Plan completion by March 2016. d. Implementation of development training by April 2016. 	<ul style="list-style-type: none"> a. On August 20, 2015, Chancellor assigned Vice Chancellor Human Resources

II. LEARNING CENTERED INSTITUTION FOR STUDENT ACCESS, RETENTION AND SUCCESS		
Board Goal	Action	Results
2. Develop collaborative partnerships with other educational institutions, especially Pre-12.	a. Board President to form an Ad Hoc Committee of the Board for the purpose of prioritizing the institutions to be contacted and to outline the proposed issues for discussion.	
3. Strengthen the Board's capacity to use metrics to monitor improvement in student access and success.	<ul style="list-style-type: none"> a. To form a student success committee formed to continue the work currently being done and to bring back, to the Board, a report on how many students are being trained and how many are gainfully employed through CTE and Department of Labor programs (SCANS report). b. Monitor all District Programs that provide workforce training and experience for students. c. Obtain measurement from Contra Costa with consideration from California Competes on skill attainment. d. Monitor, each semester, the progress of the campuses in meeting the access and success goals as outlined in the Strategic Plan. e. Request a written report or a presentation from the campuses from the Chancellor at the Board's discretion. 	

III. RESOURCE MANAGEMENT FOR EFFICIENCY, EFFECTIVENESS, AND EXCELLENCE		
Board Goal	Action	Results
4. Monitor budget process.	a. For a Budget Ad Hoc committee to meet with the Vice Chancellor of Business & Fiscal Services at least quarterly.	

IV. ENHANCED AND INFORMED GOVERNANCE AND LEADERSHIP

Board Goal	Action	Results
5. Strengthen the effectiveness of the Board of Trustees.	<ul style="list-style-type: none"> a. New Board Orientation and Handbook b. Trustees to attend local and state conferences. c. Chancellor to attend CCLC Annual Conference and ACCT Legislative Conference 	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: October 8, 2015
SUBJECT: Consideration of Authorization for District to Participate in the Federal Communications Commission (“FCC”) Incentive Auction for KVCR

RECOMMENDATION

It is recommended that the Board of Trustees authorize the District to participate in the FCC Incentive Auction with respect to KVCR, in a manner to be determined by Chancellor Baron.

OVERVIEW

The FCC has announced a Broadcast Incentive Auction which is scheduled to begin on March 29, 2016. Details of the Auction are set forth in the Public Notice that was released by the FCC on August 11, 2015 (see Attachment).

The Chancellor recommends that the District participate in the Auction, pursuant to bidding parameters developed by Chancellor Baron.

ANALYSIS

The District is required to comply with the FCC regulation governing “Prohibition of certain communications” as set forth in 47 *Code of Federal Regulations* § 1.2205.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

To be determined.

Media Contact:

Charlie Meisch, (202) 418-2943
Charles.Meisch@fcc.gov

For Immediate Release

**FCC ESTABLISHES BIDDING PROCEDURES FOR
2016 INCENTIVE AUCTION**
Auction Scheduled to Begin March 29, 2016

WASHINGTON, August 6, 2015 – The Federal Communications Commission today adopted the *Procedures Public Notice* establishing the bidding procedures for next year’s incentive auction. The incentive auction, scheduled to begin on March 29, 2016, is designed to allow market forces to make available high-quality low-band spectrum for mobile broadband.

Following a period of extensive public comment, stakeholder engagement, and Commission deliberations, today’s action simplifies and adds further transparency to the auction.

Specifically, the item adopted today:

- Establishes a procedure for selecting the initial clearing target (i.e., the amount of repurposed spectrum offered in the auction) that allows market forces to determine the highest and best use of spectrum on a near-nationwide basis while lowering the average “impairment threshold” – the maximum percentage of the overall population that new wireless licensees cannot serve – by as much as half depending on the clearing target.
- Establishes a formula for calculating opening price offers for each eligible television station based equally on its interference and population characteristics, noting that population is an important indicator of value in the forward auction.
- Eliminates the “Dynamic Reserve Pricing” proposal that would have reduced opening bids for stations that cannot be repacked in the TV band.
- Bases the calculation for forward auction minimum opening bids, upfront payments, and bidder eligibility (as well as for measuring bidding activity) on the assignment of a specific number of “bidding units” to each spectrum block to be auctioned.
- Ensures that broadcasters receive information about channel vacancies from round to round so that they can assess whether to drop out of the auction based on the likelihood that the current price will continue to decrease.
- Ensures that wireless companies receive detailed information on “impaired” licenses in a given area, including the source and location of any interference; and progress reports on the prices of each block, quantity demanded, and how close forward auction bidding is to confirming that the auction can close at the selected clearing target.
- Establishes two categories of generic spectrum blocks for bidding in the clock phase of the forward auction: “Category 1” blocks with potential impairments that affect zero to 15 percent of the population of a geographic area (“Partial Economic Area” or “PEA”); and “Category 2” blocks with potential impairments that affect greater than 15 percent and up to 50 percent. Prices for frequency-specific licenses will be adjusted downward at

- the end of the assignment phase of the forward auction by one percent of the final clock price for each one percent of impairment to the license.
- Authorizes the auction system to relocate TV stations in the downlink, uplink, or duplex gap in a limited number of geographic areas where necessary to accommodate market variations in broadcaster participation, and seeks further comment on a proposal to preserve an additional vacant channel for licensed wireless microphones and unlicensed devices in such geographic areas in which a TV station is assigned a channel in the duplex gap.
 - Affirms the proposed average price and spectrum benchmarks of \$1.25 and 70 megahertz of licensed spectrum, respectively, to implement the final stage rule adopted in the *Incentive Auction Report & Order*. The benchmarks will help to ensure that winning bids for the licenses in the forward auction reflect competitive prices and return a portion of the value of the spectrum to taxpayers without reducing the amount of spectrum repurposed for new, flexible-use licenses. Satisfaction of the final stage rule will also trigger the establishment of the spectrum reserve adopted in the *Mobile Spectrum Holdings Report & Order*.
 - Establishes a 20 MHz cap on the total amount of reserve spectrum that any reserve-eligible entity could acquire in PEAs with populations of 500,000 or fewer people.
 - Enables the Commission to trigger an “extended round” to give bidders the opportunity to meet the final stage rule without moving to another stage if the shortfall is 20 percent or less.
 - Affirms the assignment round bidding procedures proposed in the *Comment PN* with a modification: in addition to limiting PEA grouping to PEAs with the same mix of clock-phase winners and winnings, as proposed, we will limit PEA grouping to unimpaired PEAs. Winning clock-phase bidders will have the opportunity to bid for their preferred combinations of licenses, consistent with their clock-phase winnings, in a series of single sealed-bid rounds conducted by PEA or, in some cases, PEA group.
 - Establishes optimization techniques to determine a final TV channel assignment plan that satisfies the constraints adopted in the *Incentive Auction R&O* and strives for these additional policy goals:
 - Maximizing the number of stations that stay on their pre-auction channels;
 - Minimizing aggregate new interference to individual stations; and
 - Avoiding channel reassignments for stations with high anticipated costs.
 These goals, in turn, will help to ensure that the total reimbursement costs associated with the repacking process remain below the \$1.75 billion in the TV Broadcaster Relocation Fund that Congress made available, speed the post-auction transition process and minimize disruption for stations and viewers alike.

For more information about the Incentive Auction, please visit <https://www.fcc.gov/incentiveauctions>.

Action by the Commission August 6, 2015 by Public Notice (FCC 15-78). Chairman Wheeler, Commissioners Clyburn and Rosenworcel approving. Commissioners Pai and O’Rielly dissenting. Chairman Wheeler, Commissioners Clyburn, Rosenworcel, Pai and O’Rielly issuing statements.

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This is an unofficial announcement of Commission action. Release of the full text of a Commission order constitutes official action. See MCI v. FCC, 515 F.2d 385 (D.C. Cir. 1974).

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey Nikac, Executive Assistant

DATE: October 8, 2015

SUBJECT: Consideration to Make a Provisional Appointment to Fill a Vacancy on the Board of Trustees and Approve Process and Timeline

RECOMMENDATION

It is recommended that the Board of Trustees decide to make a provisional appointment to fill the vacancy on the Board of Trustees, and to approve the process and timeline for the appointment.

OVERVIEW

The announced resignation of Dr. Kathleen Henry will create a vacancy on the Board of Trustees as of the date of the submission of the resignation with the San Bernardino County Superintendent of Schools, which is expected to be October 8, 2015. The Board has two options for filling the vacancy: either to make a provisional appointment or to order a special election.

ANALYSIS

Pursuant to Education Code Section 5090 and Board Policy 2110, a vacancy resulting from Dr. Henry's resignation shall be filed with the County Superintendent of Schools and is expected to become effective on October 8, 2015.

Pursuant to Education Code 5091(a), whenever a vacancy occurs, or whenever a resignation has been filed with the county superintendent of schools the community college district governing board shall, within 60 days of the vacancy, either order an election or make a provisional appointment to fill the vacancy. In the event that a governing board fails to make a provisional appointment or order an election, the county superintendent of schools shall order an election to fill the vacancy. (b) When an election is ordered, it shall be held on the next established election date.

Pursuant to Education Code Section 5092, whenever a provisional appointment is made to the governing board of a school district pursuant to Section 5091, the board shall, within 10 days of the provisional appointment, post notices of the actual vacancy and the provisional appointment in three public places in the district and shall publish a notice pursuant to Section 6061 of the Government Code.

BOARD IMPERATIVES

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

There is no financial impact if the Board of Trustees makes a provisional appointment. The advertising cost is within the District budget. The financial impact of a special election will be calculated by the County Registrars of Voters, if needed.

PROPOSED TIMELINE

1. October 13, 2015 – Public Notice is published in The Sun to call for applications.
2. October 30, 2015 – All applications are due.
3. November 2-5, 2015 – Ad Hoc Committee to meet and screen applicants for eligibility, and announce the applicants.
4. November 6, 2015 – Notify applicants of Board Interview date, time, and location.
5. November 12, 2015 Interview Candidates and make a provisional selection based on majority vote.
6. On or before November 23, 2015 – Publish notice in The Sun naming date of the vacancy filing, effective date of the resignation, name of the appointee, date of appointment, and a statement to the voters pursuant to Education Code 5091.

CALIFORNIA NEWSPAPER SERVICE BUREAU

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STACEY NIKAC
SBCCD/CHANCELLORS OFFICE
114 S DEL ROSA DR
SAN BERNARDINO, CA 92408

SBS# 2799277

CALL FOR APPLICATIONS: SAN BERNARDINO COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 7

COPY OF NOTICE

Notice Type: GPNSB GOVERNMENT PUBLIC NOTICE-SB
Ad Description CALL FOR APPLICATIONS: TRUSTEE AREA 7

The Board of Trustees of the San Bernardino Community College District intends to make an appointment for Trustee Area 7. This appointed position terms out November 2016. Applicants must reside within the boundaries of District Trustee Area 7 of the San Bernardino Community College District. You can view a map of the area at <http://www.sbcounty.gov/rov/electiondistrictlookup/>

To the right is a copy of the notice you sent to us for publication in the SAN BERNARDINO COUNTY SUN. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

Applications can be obtained at the SBCCD District Office, 114 S. Del Rosa Dr., or online at www.sbccd.org. Applications will be accepted until October 22, 2015 at 4:30 p.m.

For questions and additional information, please contact the SBCCD Chancellor's Office at (909) 382-4091 or snikac@sbccd.org
10/13/15

10/13/2015

SBS-2799277#

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.

Publication	\$92.40
Total	\$92.40



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San Bernardino Community College District
114 S. Del Rosa Drive, San Bernardino, CA 92408
Phone (909) 382-4090 Fax: (909) 382-0153

APPLICATION FOR TRUSTEE AREA 7
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Please complete and return the application and candidate information sheet to the Chancellor's Office no later than October 30, 2015.

Chancellor's Office
San Bernardino Community College District
114 S. Del Rosa Dr.
San Bernardino, CA 92408

Fax: (909) 382-0153

Email: snikac@sbccd.org

APPLICATION AND CANDIDATE INFORMATION SHEET

Name _____

Address _____

Phone () _____ **Email** _____

Attach responses on a separate sheet if needed:

1. Do you have prior experience serving on a governing board, specifically a community college district? Please list such prior experience.
2. Have you worked on any committees or participated in any college activities recently? If so, please list them.
3. Describe any other community or business activities in which you have participated. Describe your role, and whether your work was volunteer or employment-related.
4. Why do you want to be a board member?
5. What do you see as the basic purpose of community colleges?
6. What is the role of the board in the fulfillment of that purpose?
7. How does the board's role differ from that of the chancellor?
8. What should be the relationship between the board members and the administration in the handling of college and district concerns?
9. Briefly describe your commitment to our colleges and district.
10. What do you see as the strengths of SBCCD?
11. What do you see as the area(s) most needing improvement in the colleges and district?



San Bernardino Community College District
114 S. Del Rosa Drive, San Bernardino, CA 92408
Phone (909) 382-4090 Fax: (909) 382-0153

**FOR DISCUSSION PURPOSES
INTERVIEW QUESTIONS
TRUSTEE VACANCY**

1. What do you see as the basic purpose of community colleges? What is the role of the board of trustees in the fulfillment of that purpose?
2. What are you proud of in this district? What would you like to accomplish as a board member? Which is your highest priority, and why?
3. As a trustee, what do you see as your primary purpose or primary role? How would you fulfill that role, both as an individual and as a member of the governing board?
4. Describe a good board meeting. What are the objectives of a good board meeting?
5. What would you do if you believed administrators had not provided you with accurate and complete information for making a decision?
6. Describe your response if you were cornered in the grocery store and asked for your support on a particularly hot issue.
7. How does an effective board member ensure opportunities for community members to express their diverse range of views to inform board deliberations on important policy issues?
8. Please summarize the strengths you would bring as a member of the board.
9. What will you do to become more effective as a board member?
10. Identify a recent board decision that you felt strongly about, and describe how you would balance community concerns, student needs, state and federal law, staff considerations, and your personal value and beliefs to determine how to vote on the issue.
11. What questions do you have for the board to help you prepare to take on this commitment if chosen?

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey Nikac, Executive Assistant

DATE: October 8, 2015

SUBJECT: Consideration to Nominate and Approve a Replacement for Dr. Kathleen Henry to the City of Highland Redevelopment Successor Agency

RECOMMENDATION

It is recommended that the Board of Trustees nominate and approve the replacement for Dr. Kathleen Henry to the City of Highland Redevelopment Successor Agency, effective October 9, 2015.

OVERVIEW

The Board needs to appoint a replacement individual to the City of Highland Redevelopment Successor Agency. This information must be transmitted to the State Chancellor's office. Appointees should participate in one-time training and ongoing staff support. An appointment is needed to replace an outgoing trustee. All other assignments for representation on Redevelopment Successor Agencies as listed below remain unchanged.

Current assignments are as follows:

City of Big Bear Lake, Larry Strong

City of Calimesa, (represented by Mt. San Jacinto)

City of Colton, Steve Sutorus

City of Fontana, (represented by Chaffey)

City of Grand Terrace, Jose Torres

City of Highland, (TBD to replace Dr. Kathleen Henry)

City of Loma Linda, Steve Sutorus

City of Redlands, Donna Ferracone

City of Rialto, Joseph Williams

City of San Bernardino, John Longville

County of San Bernardino, (represented by Chaffey)

IVDA Joint, Jose Torres, Interim Vice Chancellor of Business & Fiscal Services

City of Yucaipa, Donna Ferracone

BOARD IMPERATIVES

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

FINANCIAL IMPLICATIONS

No impact to the budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: October 8, 2015
SUBJECT: Consideration to Nominate and Approve Committee Replacement Assignments for KVCR Foundation and EDCT Foundation

RECOMMENDATION

It is recommended that the Board of Trustees nominate and approve a board member to replace Dr. Kathleen Henry on the KVCR Foundation and EDCT Foundation Boards.

OVERVIEW

Due to the resignation of Dr. Kathleen (Katy) Henry it is necessary for the SBCCD to have board member representation on the KVCR Foundation and EDCT Foundation Boards.

Board President Longville has stated his interest to fill the KVCR Foundation assignment. No names have yet been suggested for the EDCT Foundation assignment.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

No impact to the budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: October 8, 2015
SUBJECT: Consideration to Fill Vacant Officer Positions of the Board of Trustees

RECOMMENDATION

It is recommended that the Board of Trustees fill vacant officer positions of the Board of Trustees, effective October 9, 2015 through December 31, 2015.

ANALYSIS

Due to the resignation of Dr. Kathleen (Katy) Henry, it is necessary for the SBCCD Board of Trustees to fill the vacant seat of officers.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

No impact to the budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations
PREPARED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations
DATE: October 8, 2015
SUBJECT: Consideration of Acceptance of Employee Retirement

RECOMMENDATION

It is recommended that the Board of Trustees accept the retirement of Sandra Roberts.

OVERVIEW

Sandra Roberts, Financial Aid Specialist I, CHC, retiring effective December 1, 2015, after 19 years of service to the District. Her last day of employment is November 30, 2015.

ANALYSIS

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

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

DATE: October 8, 2015

SUBJECT: Presentation of the San Bernardino Community College District Chapter CTA/NEA Proposal to the District for Negotiation of the CTA/NEA Collective Bargaining Agreement for the Period July 1, 2015 through June 30, 2016, Submitted for Official Receipt and Public Hearing

RECOMMENDATION

It is recommended that:

1. The attached initial proposal from the SBCCD Chapter CTA-NEA -- for negotiation of the Collective Bargaining Agreement for the period July 1, 2015, through June 30, 2016, 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

CTA/NEA has submitted an initial proposal to the District for negotiation with the San Bernardino Community College District pursuant to the provisions of the existing CTA/NEA Collective Bargaining Agreement.

ANALYSIS

The SBCCD CTA/NEA proposal for negotiation of the Collective Bargaining Agreement for the period July 1, 2015, through June 30, 2016, is attached.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Financial implications are contingent upon the results of negotiations.

September 16, 2015

To: San Bernardino Community College District Board of Trustees
From: San Bernardino Community College District Teacher's Association

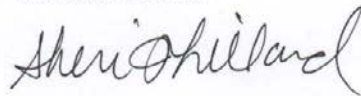
Re: Sunshine Proposal for 2015-2016 Contract Negotiations

The SBCCDTA proposes the following Articles be open for discussion and negotiation:

1. Article 3 – Association Rights
2. Article 10 – Wages
3. Article 11 – Health and Welfare Benefits
4. Article 13 – Workload

The SBCCDTA proposes the remaining articles in the current contract remain status quo.

Dr. Sheri Lillard



President, SBCCDTA

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

DATE: October 8, 2015

SUBJECT: Consideration of Approval of Presentation of the San Bernardino Community College District's Initial Proposal to the San Bernardino Community College District Teacher's Association, CTA/NEA, for Negotiation of the SBCCD CTA/NEA – District Collective Bargaining Agreement for the Period July 1, 2014 through June 30, 2017, Submitted for Board Approval

RECOMMENDATION

It is recommended that:

1. The attached initial proposal from the District for negotiation of the SBCCD Teachers Association, CTA/NEA – District Collective Bargaining Agreement for the period July 1, 2014 through June 30, 2017, be acknowledged for official receipt by the District, and presented for public hearing pursuant to the provisions of State Government Code 3547.

OVERVIEW

The District has submitted an initial proposal for negotiations with the San Bernardino Community College District Teachers Association, CTA/NEA, pursuant to the provisions of the existing SBCCD Teachers Association, CTA/NEA – District Collective Bargaining Agreement. The current bargaining agreement expires on June 30, 2017.

ANALYSIS

The District's proposal for negotiation of Articles 10 and 16 of the SBCCD Teachers Association, CTA/NEA – District Collective Bargaining Agreement, 2015-2016, is attached.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Financial implications are contingent upon the results of negotiations.

Attachment

TO: SBCCD Board of Trustees

FROM: Dr. Lisa Norman, Vice Chancellor Human Resources and Employee Relations

DATE: October 8, 2015

RE: Initial Sunshine Proposal

San Bernardino Community College District's Mission is to transform lives through the education of our students for the benefit of our diverse communities. SBCCD's Vision is to be known for student success by:

- Our educational programs and services will be highly sought after.
- Our students will be the most preferred by four-year institutions and employers.
- Our students will have the highest graduation rates at four-year institutions.
- Our students will have the highest employment rates in our communities.
- Our district will be the gateway to pathways and opportunities for a brighter future.
- Our students and alumni will make a significant contribution to the socioeconomic prosperity of our communities.
- Our employees will want to be here, love working here, and go above and beyond for student success.

With the mission and vision at the forefront, SBCCD will maintain and seek to negotiate based on the core values of Service, Integrity, Collaboration, Innovation and Quality.

In alignment with the Equal Employment Relations Act (EERA) and the SBCCD-CSEA Collective Bargaining Agreement Article 25, the following initial sunshine proposal will comprise the articles the District intends to negotiate for the 2015-16 year.

SBCCD INITIAL SUNSHINE PROPOSAL

SBCCD proposes to bargain the following articles for the 2015-16 year:

Article 10: Wages

- Noncredit courses

Article 16: Evaluation Procedure

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman,
Vice Chancellor, Human Resources & Employee Relations

DATE: October 8, 2015

SUBJECT: Consideration of Approval of Presentation of the San Bernardino Community College District's Initial Proposal to the San Bernardino Community College District Teacher's Association, CTA/NEA, for Negotiation of the SBCCD CTA/NEA – District Collective Bargaining Agreement for the Period July 1, 2014 through June 30, 2017, Submitted for Official Receipt and Public Hearing

RECOMMENDATION

It is recommended that:

1. The attached initial proposal from the District for negotiation of the SBCCD Teachers Association, CTA/NEA – District Collective Bargaining Agreement for the period July 1, 2014 through June 30, 2017, 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

The District has submitted an initial proposal for negotiations with the San Bernardino Community College District Teachers Association, CTA/NEA, pursuant to the provisions of the existing SBCCD Teachers Association, CTA/NEA – District Collective Bargaining Agreement. The current bargaining agreement expires on June 30, 2017.

ANALYSIS

The existing SBCCD Teachers Association, CTA/NEA – District Collective Bargaining Agreement remains in full force and effect through June 30, 2017, and thereafter shall continue in effect for the 2017-2018 academic year unless one of the parties submits a proposal for negotiation of a successor Agreement pursuant to the provisions of Article 29 of the Agreement.

Attached is the District's initial proposal for negotiation of the successor SBCCD Teachers Association, CTA/NEA – District Collective Bargaining Agreement for the period July 1, 2014 through June 30, 2017.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Financial implications are contingent upon the results of negotiations.

Attachment



114 South Del Rosa Drive • San Bernardino, CA 92408 • Phone (909) 382-4000

TO: SBCCD Board of Trustees

FROM: Dr. Lisa Norman, Vice Chancellor Human Resources and Employee Relations

DATE: October 8, 2015

RE: Initial Sunshine Proposal

San Bernardino Community College District's Mission is to transform lives through the education of our students for the benefit of our diverse communities. SBCCD's Vision is to be known for student success by:

- Our educational programs and services will be highly sought after.
- Our students will be the most preferred by four-year institutions and employers.
- Our students will have the highest graduation rates at four-year institutions.
- Our students will have the highest employment rates in our communities.
- Our district will be the gateway to pathways and opportunities for a brighter future.
- Our students and alumni will make a significant contribution to the socioeconomic prosperity of our communities.
- Our employees will want to be here, love working here, and go above and beyond for student success.

With the mission and vision at the forefront, SBCCD will maintain and seek to negotiate based on the core values of Service, Integrity, Collaboration, Innovation and Quality.

In alignment with the Equal Employment Relations Act (EERA) and the SBCCD-CSEA Collective Bargaining Agreement Article 25, the following initial sunshine proposal will comprise the articles the District intends to negotiate for the 2015-16 year.

SBCCD INITIAL SUNSHINE PROPOSAL

SBCCD proposes to bargain the following articles for the 2015-16 year:

Article 10: Wages

- Noncredit courses

Article 16: Evaluation Procedure

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Fath-Allah Oudghiri, Director, Facilities Planning & Construction
DATE: October 8, 2015
SUBJECT: Consideration of Approval to Award Bid and Contract to Corovan Moving & Storage of Fullerton, CA

RECOMMENDATION

It is recommended that the Board of Trustees award a contract to Corovan Moving & Storage of Fullerton, CA for the Campus Wide Move at Crafton Hills College in the amount of \$99,527.80.

OVERVIEW

With the planned completion of the Crafton Center, Public Safety & Allied Health, and Canyon Hall buildings, there exists the need to move designated services into 11 existing buildings and 1 off-site location in San Bernardino.

Kitchell/BRj will direct the contractor to proceed with the scope of work in order to finish the project before the Spring 2016 semester starts.

ANALYSIS

The District received two responsive and responsible bids.

Vendor	Total Bid Cost
Corovan Moving & Storage	\$99,527.80
Alexander's Mobility Services	\$127,572.00

An analysis of the bids received indicates that Corovan Moving & Storage is the lowest, most responsive bidder.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence


FINANCIAL IMPLICATIONS

Included in the Fund 42 Bond Construction budget.

No. 01 – Campus Wide Move

DATE: August 11, 2015

TO: Fath-Allah Oudghiri, AIA, MBA
Director Facilities Planning & Construction
San Bernardino Community College District (SBCCD)

FROM: Tom Anderson 
Project Manager
Crafton Hills College (CHC)
Kitchell/BRj

RE: Crafton Hills College (CHC) Measure M
Campus Wide Move Project (aka – C.H.U.R.N.)
Approval for Corovan Moving & Storage Contract

SCOPE:

SBCCD approval of Kitchell/BRj's recommendation to award Contract for the Crafton Hills College – Campus Wide Move Project to the lowest responsive and responsible bidder, Corovan Moving & Storage, in the amount of \$99,527.80.

NARRATIVE:

With the planned completion of the Crafton Center, Public Safety & Allied Health, and Canyon Hall buildings there exists the need to move designated services. They will move into (11) existing buildings and (1) off-site location ARF in San Bernardino.

Upon approval of this Project memo, Kitchell/BRj will direct the Contractor to proceed with the scope of work in order to execute the work, schedule an appropriate time to perform the work, and finish the project before the new Spring 2016 semester starts at Crafton hills College. Kitchell/BRj has determined that Corovan is the lowest responsive and responsible bidder and should be awarded the contract for the Crafton Hills College – Campus Wide Move Project.

RECOMMENDATION:

Kitchell/BRj recommends that SBCCD approve the execution of the contract with Corovan Moving & Storage in the amount of \$99,527.80 to complete the Crafton Hills College – Campus Wide Move Project.

BUDGET INFORMATION:

Miscellaneous Bond Improvements – CHC – Proj. # 5248
Info from Measure M Budget V#28 — 08/31/2015

Project Original Budget Amount:	\$ 350,000.00
Project Current Spent to date:	\$ 109,642.00
Project Current Estimate to Complete:	\$ 281,578.00
Project Memo Forecast Cost:	\$ 120,000.00
Project Change Amount:	\$ 00.00




Funding for Project Memo cost of \$120,000.00 will come from the following Budget Line Items:

42-50-02-4625-0257-5113.03-7100 – Moving (New Science Building – \$20,000.00) -
42-50-02-8221-0257-5113.03-7100 – Moving (Science Center Renovations – \$20,000.00)
42-50-02-8208-0257-5113.03-7100 – Moving (New Crafton Center – \$20,000.00) ✓
42-50-02-8222-0257-5113.03-7100 – Moving (Student Service A – \$20,000.00) ✓
42-50-02-1510-0257-5113.03-7100 – Moving (Physical Education/Athletics– \$20,000.00) ✓
42-50-02-4636-0257-5113.03-7100 – Moving (LADM Renovation - \$20,000.00) ✓

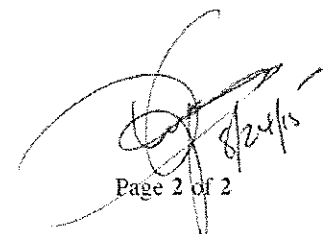
Continued from page 1

Crafton Hills College (CHC) Measure M
Campus Wide Move Project (aka - C.H.U.R.N.)
Approval for Corovan Moving & Storage Contract

Approvals:

 George Johnson, Bond Program Manager, Kitchell/BRj	8/24/15 Date
 Mike Strong, Vice President, Administrative Services, CHC	8/25/15 Date
 Eath Allah Oudghiri, AIA, MBA, Director Facilities, Planning & Construction	8/31/15 Date
cc: Jose F. Torres, Interim Vice Chancellor, Business + Fiscal Services Joshua Higgins, P.E., Sr. Campus Manager, Kitchell/BRj File	8/24/15

Attachments: Corovan Bid Form 00 30 01



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Fath-Allah Oudghiri, Director, Facilities Planning & Construction
DATE: October 8, 2015
SUBJECT: Consideration of Approval to Award Informal Bid and Contract to Western Audio Visual of Orange, CA

RECOMMENDATION

It is recommended that the Board of Trustees award an informal bid and contract to Western Audio Visual of Orange, CA for the installation of audio video/technology (AV/IT) equipment at the New Science Building at CHC in the amount of \$156,347.82.

OVERVIEW

The installation of the audio video/technology equipment in the New Science building is required to connect the New Science building to the campus IT network. The scope of this contract includes installation of portable lecterns, classroom camera, speakers, audio mixers, amplifier, cabling, transmitters, etc.

ANALYSIS

As part of its Uniform Construction Cost Accounting Procedures program, the District maintains a prequalified list of contractors according to trade category for public works project valued between \$45,000.00 and \$175,000.00. Informal bids were solicited from those qualified contractors and the lowest, most responsive was from Western Audio Visual in the amount of \$156,347.82.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the Fund 42 Bond Construction budget.

No. 045 New Science Building

DATE: 9/16/15

TO: Fath-Allah Oudghiri, AIA, MBA
Director Facilities Planning & Construction
San Bernardino Community College District (SBCCD)

FROM: Monica Garza
Project Manager
Crafton Hills College (CHC)
Kitchell/BRj

RE: **Crafton Hills College (CHC) Measure M**
Procurement and Installation of the Audio Video – Technology (AV/IT) for New Science Building (NSB)

SCOPE:

SBCCD approval to issue a Purchase Order for the Procurement and a Contract for the Installation of the Audio Video – Technology (AV/IT) for New Science Building (NSB).

NARRATIVE:

As mandated by SBCCD and to support District Bid Enhancement efforts to encourage participation from local contractors to submit a bid for the referenced project at Crafton Hills College, two ads were advertised in two local newspapers and a mandatory Pre-Bid conference was held on Friday, September 11, 2015 for the Procurement package. The estimated value of the Procurement Package is \$670,000.00. For the installation of the Audio Video Technology, the District has adopted Uniform Construction Cost Accounting Procedures under Public Contract Code §22000 et seq (“UCCAP”). As a result, the District is authorized to engage in an Informal Bidding process to award the installation for the Audio Video Technology (AV/IT) with an estimated value of \$175,000.00. The installation for the Audio Video/Technology will be required to connect the building to the Campus IT network.

RECOMMENDATION:

Kitchell/BRj recommends that SBCCD execute a contract for the procurement and installation of the Audio Video – Technology (AV/IT) for the reference project at Crafton Hills College. The installation for the Audio Video – Technology will be required to connect the building to the Campus IT network.

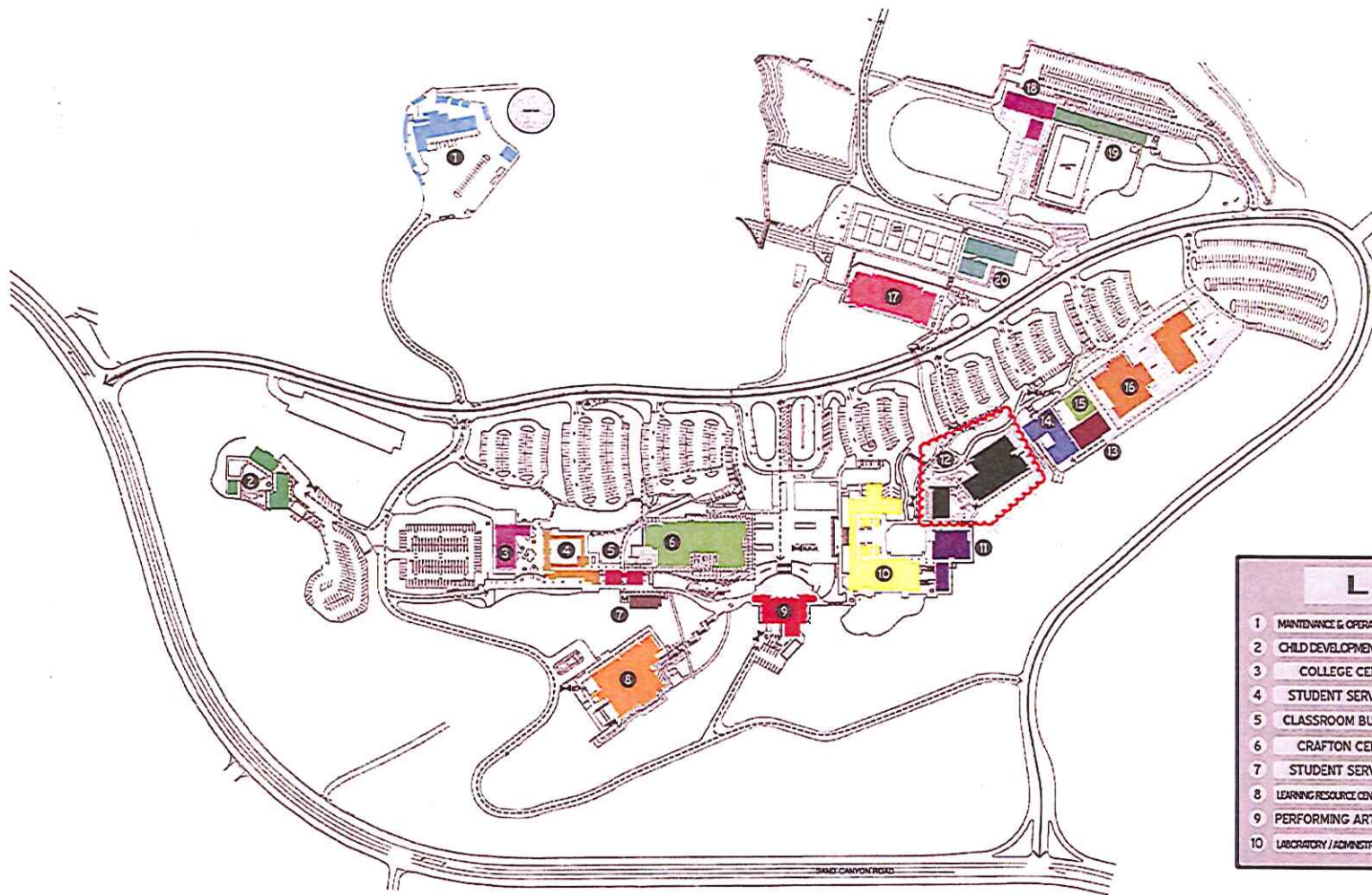
Project Memo cost - Budget Line Item 42-50-02-4625-0257- 6420.47-7100

Approvals:

	9/18/15
Mark Edwards, Sr. Campus Manager, Kitchell/BRj	Date
	9/16/15
George Johnson, Bond Program Manager, Kitchell/BRj	Date
	9/17/15
Mike Strong, Vice President, Administrative Services, CHC	Date
	9.17.2015
Fath-Allah Oudghiri, AIA, MBA, Director Facilities Planning & Construction	Date

Attachments:





LEGEND

1	MAINTENANCE & OPERATIONS / MGO	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Fath-Allah Oudghiri, Director, Facilities Planning & Construction
DATE: October 8, 2015
SUBJECT: Consideration of Approval to Award Contract to DVV Associates, Inc. of Westlake Village, CA

RECOMMENDATION

It is recommended that the Board of Trustees award a contract to DVV Associates, Inc. of Westlake Village, CA for consultant services on the Occupation Education 2, New Science Building and New Crafton Center projects at CHC, as well as the Gymnasium project at SBVC, in the amount of \$35,950.00.

OVERVIEW

The consultant has been performing design review of the projects at CHC and SBVC since February 2012. Their scope of work has increased to include construction review and the contract reflects the full scope of work.

ANALYSIS

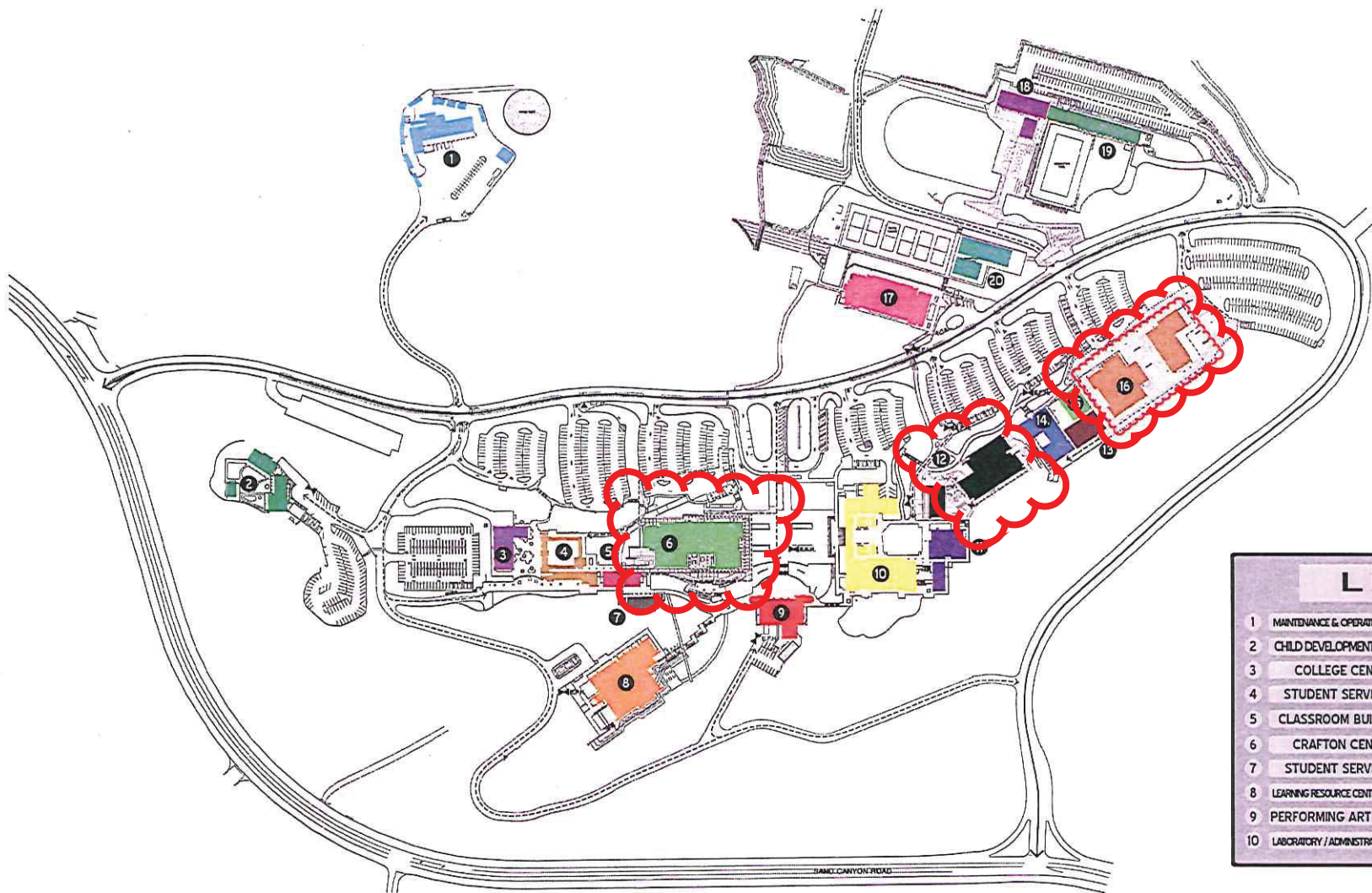
The contract term is for 35 months for a contract amount of \$35,950.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

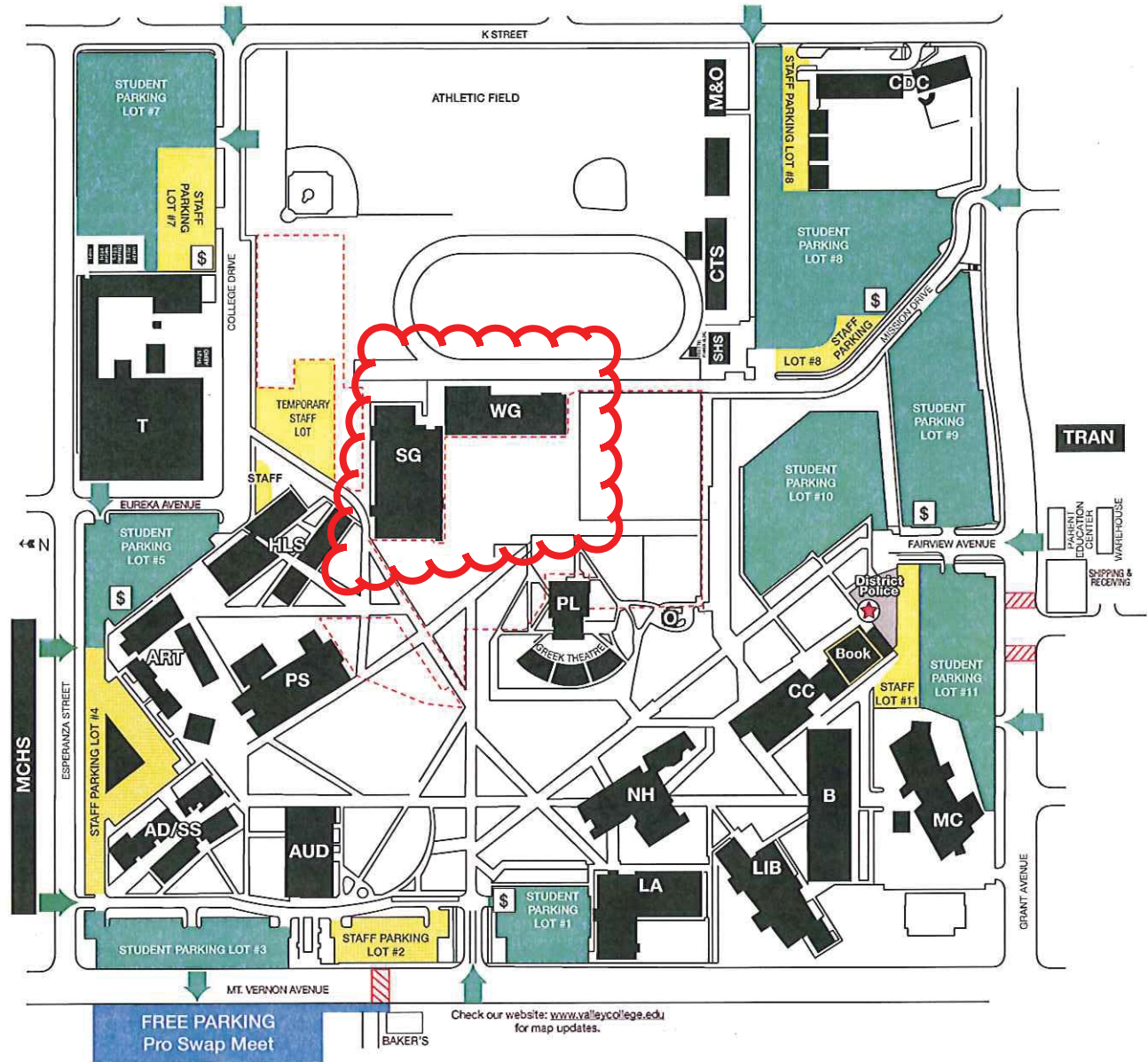
Included in the Fund 42 Bond Construction budget.



LEGEND			
1	MAINTENANCE & OPERATIONS / M&O	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE-1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE-2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES

San Bernardino Valley College

701 South Mount Vernon • San Bernardino, CA 92410 • (909) 384-4400



INDICATES CONSTRUCTION AREAS

ARROWS DESIGNATE STUDENT PARKING LOT ENTRANCES

INDICATES PARKING PERMIT DISPENSER

CROSSWALK

INDICATES APPROVED SMOKING AREAS (10)
This is a smoke-free campus - smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570, Government Code #7597)

Building Symbols

AD/SS..... Administration/Student Services (Note: AD rooms are located in AD/SS)	MC.....Media/Communications
ART.....Art Center	MCHS..... Middle College High School
AUD..... Auditorium	M&O..... Maintenance & Operations
B..... Business	O..... Observatory
BOOK..... Bookstore	PL.....Planetarium
CC..... Campus Center	PS.....Physical Sciences
CDC.....Child Development Center	SG..... Snyder Gym
CTS.....Computer Technology Services	SHS..... Student Health Services
HLS.....Health & Life Science	T..... Technical
LA..... Liberal Arts	TRAN..... Transportation Center
LIB..... Library	WG..... Women's Gym

DISTRICT POLICE
Campus Center Rm. 100
(909) 384-4491

Parking permits/decals are required to park in all parking lots and on all college streets.

Parking in disabled stalls requires a valid California disabled placard and a valid SBCCD parking permit/decals.

Revised 7-14

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Fath-Allah Oudghiri, Director Facilities, Planning & Construction
DATE: October 8, 2015
SUBJECT: Consideration of Approval to Ratify a UCCAP Contract with Giannelli Electric, Inc. of Chino Hills, California

RECOMMENDATION

It is recommended that the Board of Trustees ratify a contract with Giannelli Electric, Inc. for Emergency Lighting Upgrades at SBVC in the amount of \$19,817.00.

OVERVIEW

In September 2007, SBCCD adopted a resolution to use Uniform Construction Cost Accounting Program procedures (UCCAP). Per the Award of Contracts section, authority to award a contract is delegated by the Board to the Vice Chancellor of Business & Fiscal Services. This delegation of authority is an option granted by Public Contract Code 22034(e). Hence, it is at the discretion of the Vice Chancellor to authorize individual UCCAP contracts, allowing for work to begin. These contracts will then be taken to the Board for ratification.

This scope of work is part of the campus Applied Technology project. The emergency lighting upgrades are necessary fire life safety concerns of the project. Giannelli Electric, Inc. will remove and replace all non-functioning emergency lighting units and signs for \$19,817.00.

ANALYSIS

As part of UCCAP, 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 was from Giannelli Construction.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the Fund 42 Bond Construction budget.

Kitchell/BRj

701 South Mount Vernon, San Bernardino, CA 92410

Project Memo

Ph: 909.693-3160 Fax: 909.889-9952

No. VC 420

DATE: 08/28/2015

TO: Jose F. Torres
Interim Vice Chancellor, Business and Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Hussain Agah *H A*
Sr. Campus Manager
San Bernardino Valley College (SBVC)
Kitchell/BRj

RE: San Bernardino Valley College (SBVC) Measure M
Applied Technology, Phase II - Emergency Lighting Upgrades
Small Scale Construction Contract Approval for Giannelli Electric, Inc.

SCOPE:

SBCCD approval to engage Giannelli Electric, Inc. in a Small Scale Construction Contract for the Applied Technology Renovation Emergency Lighting Upgrades.

NARRATIVE:

Kitchell/BRj has utilized a Request for Proposal to bid out the project to the pre-approved UCCAP list to upgrade and retrofit emergency lightings for the Applied Technology main building in order to address life and safety concerns. Kitchell/BRj has determined that the lowest responsible and responsive bidder is Giannelli Electric, Inc. Giannelli Electric Inc. will remove and replace all non-functioning emergency lighting units and signs per the RFP requirements.

RECOMMENDATION:

Kitchell/BRj recommends that SBCCD approve the execution of the Small Scale Construction Contract to Giannelli Electric, Inc. in the amount of \$19,817.00.

BUDGET INFORMATION:

Applied Technology Renovation – 42-50-31- 5233-0257-6210.50-7100
Info from Measure M Budget Version 28 08/31/2015

Project Original Budget Amount:	\$ 930,000.00
Project Current Spent to date:	\$ 00.00
Project Current Estimate to Complete:	\$ 747,900.00
Project Memo Forecast Cost:	\$ 19,817.00
Project Change Amount:	\$ 00.00

Project Memo cost of \$19,817.00 will be changed to new construction 6210.50.

Approvals: *George Johnson* 9/10/15
 _____ Date
 George Johnson, Bond Program Manager, Kitchell/BRj

Scott Stark 9.10.15
 _____ Date
 Scott Stark, Vice President, Administrative Services, SBVC

Jose F. Torres 9/14/15
 _____ Date
 Jose F. Torres, Interim Vice Chancellor, Business and Fiscal Services

Attachments: RFP and Addendum #1; Bid Summary; Giannelli Electric, Inc. Proposal and Daniel's Electric Proposal.

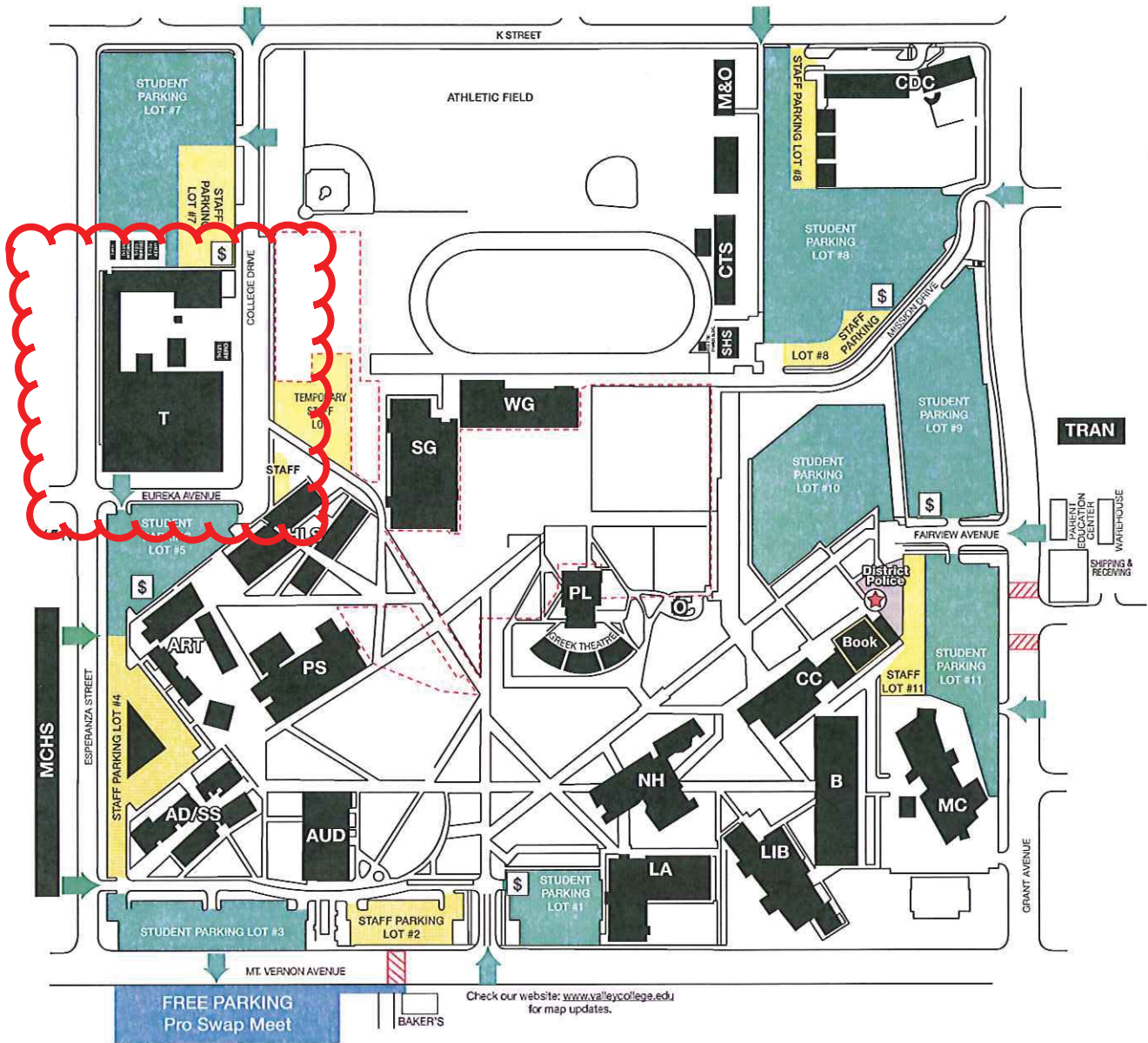
J:\Measure M\SBCCD - VALLEY COLLEGE -NEW\PROJECT MEMOS

Page 1 of 1

[Handwritten signature and date 9/9/15]

San Bernardino Valley College

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INDICATES CONSTRUCTION AREAS

ARROWS DESIGNATE STUDENT PARKING LOT ENTRANCES

INDICATES PARKING PERMIT DISPENSER

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Revised 7-14

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: October 8, 2015
SUBJECT: Consideration of Approval to Award RFP 2016-02 and Contract for Content Management System Replacement to OmniUpdate, Inc. of Camarillo, CA

RECOMMENDATION

It is recommended that the Board of Trustees award Request for Proposals (RFP) 2016-02 Content Management System Replacement to OmniUpdate, Inc. of Camarillo, CA for the purpose of providing complete web content management services for all District sites. The total amount of the contract is not to exceed \$140,500.

OVERVIEW

Web Content Management System services are required by the District to replace the current vendor. The current vendor’s system has been difficult for users to use and has required significant development resources to customize and maintain. The replacement system is expected to be easy for our users to use, require little to no customization, and work with our existing resources. The contract involves the vendor transitioning both the campus’ websites to the new content management environment. The District intends for the initial setup and transition to be completed prior to February 30, 2016. Services include ongoing yearly support and upgrades at a fixed rate.

ANALYSIS

The District received and evaluated three proposals. An evaluation committee ranked the proposals as follows:

<u>Vendor</u>	<u>Ranking</u>
OmniUpdate, Inc.	1
Terminal Four, Inc.	2
Edlio, Inc.	3

Through an analysis of the proposals received and a committee based review process, rankings indicate OmniUpdate, Inc. is the vendor that will best meet the needs of the District. The initial term of this contract is three years, with a clause to renew for two additional, one year terms, with a total cost not to exceed \$140,500 during the five year contract. Total first year cost is \$100,500, with annual renewal costs and upgrades of \$10,000 per year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2015/2016 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Pierre Galvez, Police Chief
DATE: October 10, 2015
SUBJECT: Annual Security Report

RECOMMENDATION

This item is for information only.

OVERVIEW

The SBCCD Police Department (PD) is responsible for preparing The Annual Security Report (ASR) to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act. SBCCD PD uses information maintained by our department, information provided by other offices; such as Student Life, Dean of Discipline, Campus Security Authorities, and information provided by local law enforcement agencies surrounding each campus to compile this report. The ASR must be published by October 1, 2015. Our department reviews and implements all updates from the U.S. Department of Education regarding additions or changes to the Jeanne Clery Act.

ANALYSIS

Annual Security Report-2015 (See attached)

BOARD IMPERATIVE

I. Institutional Compliance

FINANCIAL IMPLICATIONS

None

San Bernardino Community College District



POLICE

2015

Annual Security Report

"Safety & Security is a Shared Responsibility"

Crafton Hills College

Economic Development Corporate Training

San Bernardino Valley College

Jeanne Clery Disclosure of Campus

Security Policy and Crime Statistics Act

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Welcome to the San Bernardino Community College District (SBCCD). We hope that your time on our campuses will be pleasant, rewarding and safe. The security of our students, faculty, staff and District property are our primary concerns. That is why the SBCCD has a full time police department. The SBCCD Police Department (PD) is committed to crime prevention and campus safety. We are also dedicated to providing a safe and secure environment for our District community.

Our colleges are located in Yucaipa (Crafton Hills College) and San Bernardino (Economic Development Corporate Training Center and San Bernardino Valley College). While on or off our campuses, we encourage you to be cognizant of your surroundings, always lock your car and to report any suspicious or criminal activity immediately to the SBCCD Police Department. In the case of an emergency, call **911** *“See Something Say Something.”*

We invite you to read this report carefully and become a partner in your own safety. It is through the cooperation of everyone in the District that we can ensure a safe and pleasant learning/working environment.

San Bernardino Community College District Board of Trustees

John Longville President	Dr. Kathleen (Katy) Henry Vice President	Joseph Williams Clerk
Nickolas W. Zombos Trustee	Gloria Macias Harrison Trustee	Donna Ferracone Trustee
Dr. Donald L. Singer Trustee	Esmeralda Vazquez CHC Student Trustee	Thomas Robles SBVC Student Trustee
	Bruce Baron Chancellor	



Jeanne Clery

**Jeanne Ann Clery
Annual Security Report**

In 1990, the U.S. Congress enacted the "Crime Awareness and Campus Security Act of 1990," which requires colleges and universities to disclose information about crime on and around their campuses. In 1992 this law was renamed the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act". Recent revisions to the Higher Education Opportunity Act and California Education Code, section 67380, now mandate we inform members of the college community about institutional policies concerning campus security (including: Community College District Police’s law enforcement authority, crime reporting policies, alcohol and drug use, crime prevention, sexual assault and other matters of related importance).

Preparation of the Annual Security Report

The SBCCD PD is responsible for preparing this report in compliance with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by our department, information provided by other offices such as Student Life, Dean of Discipline, Campus Security Authorities, and information provided by local law enforcement agencies surrounding each campus. These offices provide updated policy information and crime data annually. Our department reviews and implements all updates from the U.S. Department of Education regarding additions or changes to the Jeanne Clery Act.

This report provides statistics for the previous three years concerning reported crimes that occurred on campuses and adjacent to the campus or property owned, leased, or controlled by the San Bernardino Community College District that is frequented by students of the institution. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, and alcohol and other drugs. The SBCCD PD distributes a notice of the availability of this Annual Security Report by October 1st of each year to every member of the campus community. Anyone, including prospective students and employees, may obtain a paper copy of this report by visiting the SBCCD PD at San Bernardino Valley College (SBVC) or at Crafton Hills College (CHC) and at various offices on campus.

The SBCCD, via “Blackboard Connect” sends an e-mail to all enrolled students, faculty and staff when the ASR is ready. Paper copies of the ASR are available at the San Bernardino Community College District Police Department’s SBVC and CHC stations. This report is also available online and can be accessed at the SBCCD PD’s website <http://sbccd.org/police>. All current and prospective employees/students may also view the ASR from the SBCCD’s homepage at <https://sbccd.org>.

Clery Act Requirements

The Clery Act includes the following substantive requirements:

1. Compilations and Disclosure of Campus Crime Statistics

The Act requires each institution to disclose annual crime statistics and specific disciplinary actions for the current and two (2) previous calendar years, presenting them according to specific categories including “on-campus, on-campus residential halls, non-campus buildings or property, and public property adjacent to the school.”

2. Disclosure of Campus Safety Policies

Each institution must describe:

- Campus policies for reporting criminal activity or other emergencies.
- Policies for the maintenance and access to the campus.
- The authority and responsibilities of the law enforcement/public safety agency including crime reporting.
- Type and frequency of public safety and crime prevention programs.
- Statement of alcohol and drug policies including education programs.

- Statement of policy concerning campus programs to prevent sexual assaults and procedures to be followed when an assault occurs.
- Statement advising the campus community where law enforcement agency information concerning registered sex offenders may be obtained.
- Statement of policy regarding emergency notification, response and evacuation procedures.
- Availability of the ASR

3. Timely/Emergency Warning Requirements

The college must report to the campus community crimes representing a threat to students and employees in a manner that is timely.

4. Disclosure of Crime Log Information

The SBCCD PD must maintain, and make available for inspection by the public during normal business hours, a crime log for the most recent sixty (60) day period. Crime logs more than sixty (60) days old must be available for public inspection upon two (2) days' notice, and must be retained for seven (7) years.

5. ASR Deadline

By October 1st of each year, SBCCD is mandated to publish and distribute an Annual Security Report (ASR) for all current/prospective students and current/prospective employees to view.

Click here to view the U.S. Department of Education Crime Report for the San Bernardino Community College District <http://ope.ed.gov/security>

San Bernardino Community College District Police Department Mission Statement

The San Bernardino Community College District Police Department, in concert with the Board of Trustees, is committed to providing a safe and secure learning and working environment for all students and employees. This will be accomplished through a cooperative and coordinated effort involving all departments and the college employees, law enforcement agencies and the community.



Enforcement Authority/Other Police Agencies

SBCCD Police Officers are vested with full law enforcement powers of arrest and meet or exceed training requirements mandated by the California Commission on Peace Officers Standards and Training. They also receive training designed to meet the needs of the college community. As peace officers, their police authority extends throughout the state. The District Police is augmented by non-sworn personnel whose role is to observe and report. The SBCCD PD is dedicated to providing a safe,

healthy campus environment for students, employees, and the public SBCCD PD operates 24 hours a day, (7) seven days a week.

It is the policy of the SBCCD PD to comply with applicable federal, state and local laws. In keeping with this requirement, a memorandum of understanding (MOU) has been crafted with the San Bernardino Police Department and San Bernardino County Sheriff's Department to meet the requirements of the Kristen Smart Campus Safety Act of 1998. This MOU clarifies the aforementioned agencies' operational responsibilities for investigating Part 1 violent crimes occurring on campus. The SBCCD PD remains the primary law enforcement agency for all campuses and will investigate all other crimes occurring on or near the campus communities. The SBCCD PD has a strong working relationship with the San Bernardino Police Department, Colton Police Department, Yucaipa Police Department, CAL-Fire, San Bernardino Fire Department, State Parole, County Probation and Fish and Game.

Daily Crime Log

The SBCCD PD maintains a log of all alleged crimes and incidents reported to the SBCCD PD. The log is available for viewing during regular business hours, upon request, at the SBCCD PD's SBVC and CHC stations, or visit: <http://sbccd.org/CrimeLog>

According to federal law, an institution may withhold any of the required fields of entry, i.e. the nature, date, time, location and/or disposition if any of the following conditions apply:

- The disclosure is prohibited by law
- If disclosure would jeopardize the confidentiality of the victim
- If disclosure would jeopardize an ongoing criminal investigation or the safety of an individual
- If disclosure would cause a suspect to flee or evade detection
- If disclosure would result in the destruction of evidence

Reporting Crimes & Other Emergencies

SBCCD PD's encourages all students and staff to immediately report all emergencies by calling **911**. Non-emergencies can be reported to the SBCCD PD by dialing **(909) 384-4491** (SBVC and EDCT campuses) and **(909) 389-3275** (CHC campus).

The SBCCD PD's offices are open for business Monday - Friday 8:00am – 4:30pm (except for holidays and SBCCD breaks). During normal business hours, we have our own dispatching services. From 10:00pm -8:00am (during the week) and on weekends, calls for service are reassigned to the San Bernardino County Sherriff's Department; which dispatch's our officers to calls. Students are encouraged to report any hazards they observe with the campus environment(s) to the SBCCD PD. Criminal actions and other non-emergencies occurring on campus should be reported immediately to SBCCD PD; utilizing the above referenced numbers. The SBVC campus also has "blue-light" emergency phones in parking lots 3, 7 and 9 that can be utilized for reporting both criminal and emergency situations. In the event a student or staff member calls **911** from any SBCCD phone line, our department is immediately notified, via e-mail, that the call was placed and where it was placed from. When this happens, we immediately dispatch an officer to that location.

If a SBCCD community member does not feel comfortable with reporting an incident to police, or just wishes to remain anonymous, a confidential “We TIP” line is available at 1-800-78-CRIME. This service is also available at <http://wetip.com/>. As well, counselors and medical practitioners are encouraged to inform the persons being counseled or treated medically of procedures to report crimes on a voluntary, confidential basis if and when the counselor or treatment professional deems appropriate.

It is imperative that all crimes/threats occurring on or around our campuses are reported to SBCCD PD by some means, so we can determine the necessary action to take. Expedient reporting is also important for the implementation of timely warnings and annual crime statistic mandates.

Campus Security Authorities (CSAs)

All campus criminal activity should be reported directly to the SBCCD PD; however, in some instances members of the campus community may feel more comfortable reporting criminal activity to a campus security authority (CSA) other than the PD. A Campus Security Authority is defined as:

- a. A campus police department or a campus security department of an institution.
- b. Any individual(s) who has responsibility for campus security but does not constitute a campus police department or a campus security department under (a), such as an individual who is responsible for monitoring entrance into institutional events or escorting students.
- c. Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- d. Any official of the College who has a significant responsibility for student and campus activities (e.g. Dean of Students; Dean of Discipline; Director of Athletics and team coaches; Coordinator and/or advisors to student organizations, programs, activities.)

The following are Campus Security Authorities for the SBCCD: the Presidents of each college; the Vice-Presidents of Instruction of each college; the Vice-Presidents of Administrative Services of each college; the Vice-Presidents of Student Services of each college; the Athletic Director and all coaches; the Dean of Criminal Justice; the Child Development Center Directors of each college; the Student Health Coordinators of each college; and all club advisors.

For Clery purposes, a crime is considered “reported” when it is brought to the attention of a campus security authority by anyone. When a campus security authority receives crime information that he/she believes was provided in good faith, (little or no reason to doubt the validity of the information) the CSA has the duty to ensure that a report is provided directly to the District Police Department. A (CSA) is not responsible for determining authoritatively whether a crime took place; such determination is the function of law enforcement. When in doubt; **REPORT**.

EXEMPTIONS:

The following individuals, when acting within the scope of the official responsibilities are not Campus Security Authorities, and as such, are exempt:

- Professional Counselors
- Persons uncertified, but acting under the supervision of an exempt counselor
- Pastoral Counselors-SBCCD does not employ pastoral counselors

Crime Prevention and Security Awareness

The SBCCD PD 's primary responsibility is the safety and security of all members of the SBCCD. The PD makes every effort to inform students and staff of criminal activity, or any other concern, which may be of an immediate threat to the safety and security of the SBCCD. A Crime Prevention workshop is offered to students and staff each spring, and fall. It is the responsibility of every member of the campus community to act in ways that promote the safety of self, others, and the protection of SBCCD property.

The SBCCD PD participates in both student and staff related functions (Student Government Meetings, College Club events, District Safety Meetings, etc.). We also publish and distribute a weekly newsletter, "Just the Facts," which provides contemporaneous information on current crimes, crime trends and preventative information for safeguarding ones person/property.

The following presentations are available to the campus community of the SBCCD at <http://www.sbccd.org/District Police Department/Safety Resources>

Video Presentations

- College Site-Specific Active Shooter Training
- Lockdown Active Shooter Training.
- Sexual Assault and Campus Safety Awareness
- Evacuation Chair Demonstration Video

Workshop Presentations

- Dealing with Irate/Difficult People
- Sexual Assault Awareness
- Campus Safety Awareness
- Active Shooter Training
- New Student Campus Safety and Information Orientation
- Orientation for on campus safety for students

To request a presentation please email the PD at, campuspolicetraining@sbccd.org

For further information on crime prevention please visit our web page at: <http://sbccd.org/CrimePrevention>

Access to, and Security of, Campus Facilities

The SBCCD has three (3) campuses located within the county of San Bernardino. SBVC and the EDCT are each located in separate parts of the city of San Bernardino; while CHC is located in the city of Yucaipa. SBVC and the EDCT are located in urban areas, easily accessible to the public by foot or vehicle. CHC is secluded on a hillside in a more rural area which can be accessed by foot, but is more practically accessed by vehicle. None of our campuses have student housing facilities.

All of our facilities are patrolled 24 hours a day, seven days a week, by SBCCD Police. State laws, applicable city/federal codes, and District Policies are enforced. Our sworn personnel are responsible for reporting and investigating crimes, issuing citations, responding to medical emergencies, traffic accidents /hazards, reports of fire, as well as other incidents that require police assistance.

During regular business hours our department deploys non-sworn campus security officers (CSOs) at all campuses. The CSOs' responsibilities include parking enforcement, escorts, locking/unlocking classrooms and buildings, report taking of minor occurrences and crime / hazard reporting. Most campus educational facilities are open to the public during operational hours. Certain facilities, offices and other areas of campus are restricted to staff/faculty. The non-restricted areas of our campuses are opened in the morning by SBCCD PD personnel and are subsequently secured at night by the custodial department(s).

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. The Maintenance(s) and Operations Department (M&O) oversee our campuses' facilities and landscaping issues. They regularly inspect campus facilities for safety hazards and make necessary repairs as needed. When personnel from SBCCD PD observe unsafe conditions or malfunctions, we take the appropriate action(s) necessary to make the situation safe until M&O personnel arrive. Lighting improvements are constantly being evaluated and deficiencies are reported to our M&O department(s) for corrective action.

The SBCCD community is encouraged to report any safety concerns they have with our campus facilities to either M&O at 909-384-8965 (SBVC) 909-389-3380 (CHC) or to SBCCD PD.

Timely Warning Notices

The purpose of this policy is to outline procedures that the SBCCD PD will use to notify campus community members in the event of certain crimes, threats or emergencies associated with a campus. The Clery Act requires us to alert the campus community to certain crimes/incidents in a manner that is timely and will aid in the prevention of similar crimes. Although Clery doesn't define "timely," because the intent of a warning regarding a criminal incident(s) is to enable people to protect themselves, this means that a warning should be issued as soon as the pertinent information is available.

To help prevent crimes or serious incidents, the SBCCD PD will issue a Campus Safety Alert, or Notice, in a timely manner to notify community members about certain crimes/incidents in and around our community that potentially constitute an ongoing or continuing threat. For the purpose of this policy, "timely manner" generally means as soon as the pertinent information has been brought to the attention of the SBCCD PD or has been brought to the attention of a "CSA" as defined in the Clery Act.

All Title IV institutions, without exception, are subject to the timely warning regulation. We are required to disclose our policy statement in the ASR.

Members of the community who know of a crime or other serious incident should report that incident as soon as possible to the SBCCD PD so the PD can make a determination regarding issuing an alert. Depending on the particular circumstances of the crime or other incident, specifically in those situations that could pose an immediate threat to members of the campus community, a timely warning will be issued. SBCCD PD will issue the Alert after the circumstances have been discussed with the President or designee, of the affected campus and the Chancellor. This policy complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Distribution of Campus Safety Alerts

The PD distributes Campus Safety/Crime Alerts in various ways. Once the SBCCD PD determines that an alert will be issued, the PD e-mails the announcement to all students/staff and posts the alert on its web site (www.sbccd.org). The PD also posts alerts on bulletin boards throughout common areas of our campuses.

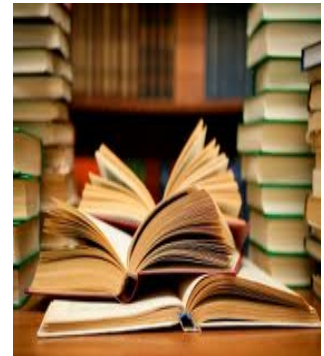
This policy is reviewed annually. The SBCCD PD is responsible for implementing this policy.

Timely Warnings – Guidelines & Procedures

- A. In compliance with the Higher Education Act (20 U.S.C. 1092(f)) the San Bernardino Community College District Police Department will adhere to the following procedures in relation to timely warnings.

In the event that a:

- a. Murder
- b. Sex Offense; forcible or non-forcible
- c. Robbery
- d. Aggravated Assault
- e. Burglary
- f. Motor Vehicle Thefts
- g. Manslaughter or
- h. Arson



- B. A Crime Alert will be issued for the above incidents occurring within a close proximity of campus property. The determination on whether an incident is a threat is based upon the following:
- 1. The incident is one of the above categories.
 - 2. The incident occurred in an area for which the SBCCD PD must report statistics or at a location where the SBCCD PD is the primary police responder.
 - 3. The suspect(s) are unknown.

If all of the above statements can be answered “yes” and the incident is serious or a continuing threat to students and employees, then a Crime Alert shall be issued.

In addition, a crime alert may be issued for any crime or event when there is a compelling need to get information out to the students and staff.

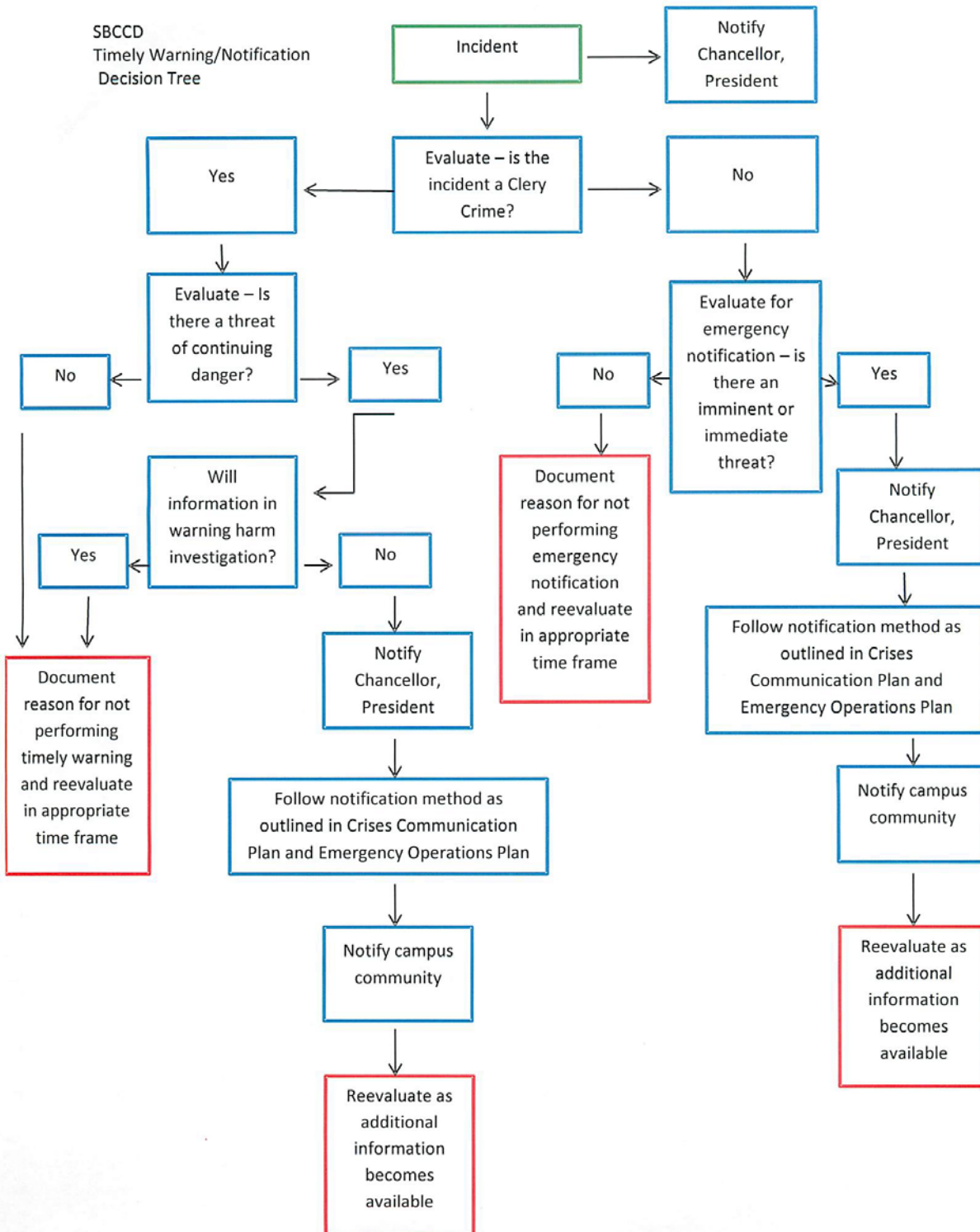
Guidelines

- A. Crime Alerts should contain as much of the following information as possible:
 - 1. Date, time, location (general or specific) and summarized event description
 - 2. Suspect description and/or vehicle description
 - 3. Any special instructions that may be needed
- B. Crime Alerts will be issued in a timely manner after the specific event. If there is a delayed report of the incident by the victim then the time and date the victim reported the incident may also be included.
- C. Provided the above guidelines are met, nothing should be included in the Crime Alert that would hinder an ongoing police investigation.
- D. The Crime Alert will not identify the victim by name or address. The general description of the location may be given such as, but not limited to, geographic location, etc.
- E. In the event that a Crime Alert is determined to be the result of a false report, a second alert will be sent retracting the original Crime Alert. An explanation of the retraction may also be included.
- F. After an alert has been issued, any new or updated information in regards to that alert will be included in the Daily Crime Log’s additional comments section.
- G. The Chief of Police or designee of the SBCCD PD is responsible for the issuance of Crime Alerts.

Timely Warning -Procedures

- A. The Chief of the San Bernardino Community College District Police Department or his designee is responsible for drafting and issuing Crime Alerts. If the Chief of Police or his designee is unavailable then the following procedure should be used to issue a Crime Alert.
- B. The Sergeant or designee on duty will complete a draft Crime Alert using previous alerts as templates.
- C. Once drafted, the Sergeant will seek approval to issue the Crime Alert from the Chief of Police.
- D. The procedure for issuing Crime Alerts is as follows:
 - 1. Print a copy of the Crime Alert for distribution on campus
 - 2. Distribute to all applicable campus community members via Blackboard Connect.
- E. The Chief of the SBCCD PD or his designee shall determine the issuance of a Crime Alert to all the or to specific SBCCD sites.

Notification Tree



Emergency Response and Evacuation Procedures

The SBCCD PD has an Emergency Operations Plan (EOP) that establishes the overall direction and planning for emergency situations on each campus or those that occur in the local or regional area affecting the campuses. To review the EOP Plan visit <http://sbccd.org/eop>. The SBCCD PD has developed a comprehensive, all-hazards, Emergency Response Plan (ERP) that outlines steps the SBCCD PD will take to prevent and mitigate, prepare for, respond to, and recover from a full range of likely hazards the SBCCD may face.

To ensure that these plans remain current and actionable, the SBCCD will conduct an emergency management exercise, at a minimum of twice a year. These exercises may include tabletop drills, emergency operations center exercises, or full-scale emergency response exercises. The SBCCD PD will conduct after-action reviews of all emergency management exercises.

Disaster Management

In the event of an emergency or other major disaster, there will be a coordinated effort from the entire SBCCD community.

In an emergency, a number of pre-planned actions will take place. The Emergency Operations Team (EOT), made up of key managers/supervisors, will meet in a pre-determined location.

Emergency Operations Center (EOC) members will serve in designated emergency management positions designed to conform to the State “Standardized Emergency Management System and the National Incident Management System” (SEMS/NIMS).

These members will provide leadership and policy guidance, gather intelligence on the emergency, and develop plans of action to best address the emergency. The entire team will act for the College, providing resources and support, timely situation analysis, and needs assessment.

The SBCCD administration will provide for the staff and/or students in an emergency. Through the coordination of the EOC, the members of the SBCCD community will provide a skilled pool of professionals to deal with a myriad of technical, medical, logistical, and human relations problems certain to arise in a major disaster.

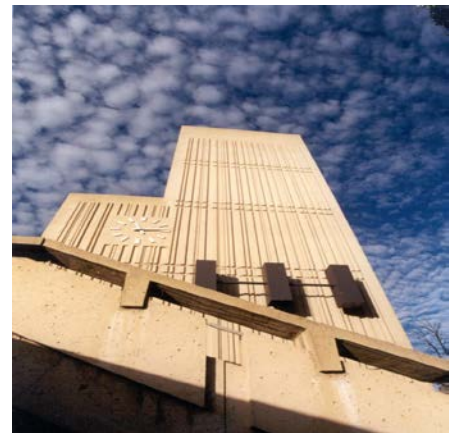
Additional information can be obtained by visiting <http://sbccd.org/eop>.

Emergency Notifications

When the SBCCD PD receives and confirms information regarding an emergency (or dangerous) situation which poses an immediate threat to some or all of the members of the community, the SBCCD will and without delay, taking into account the safety of the community, determine the content of the notification and initiate the notification system unless issuing a notification will, in the professional

judgment of the responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The mobilization of the SBCCD management team and/or the activation of the emergency operations center (EOC) and Emergency Operations Plan (EOP) will commence. Below are some examples of possible significant emergencies or dangerous situations:

- Outbreak of meningitis or other serious illness
- Extreme weather conditions
- Earthquake
- Gas leak
- Terrorist incident
- Armed intruder
- Bomb threat
- Civil unrest or rioting
- Explosion
- Nearby chemical or hazardous spill
- Active shooter



The SBCCD has a mass emergency communication system (Blackboard Connect) that can send messages to all faculty, staff and students. The Blackboard Connect system allows SBCCD administration or emergency response personnel the ability to send time-sensitive information about unforeseen events and emergencies using voice, email and text messaging. Additional notifications will be sent updating information on the emergency until its conclusion. The SBCCD PD will generally send the message however numerous other District management personnel have been trained to send notices. Other outside groups associated with the SBCCD will also receive the notifications.

The SBCCD management team consists of the Chancellor, Vice Chancellors, Presidents, Vice Presidents, Chief of Police, Public Information Officer, and other senior management personnel. The team is responsible for the management of the emergency and coordination response. To update your information for notices, go to Web Advisor @ <http://www.valleycollege.edu/> and click on the “Quick Login” tab. If you have any problems or need assistance with Web Advisor call 1-877-241-1756.

Emergency Evacuation Procedures

Faculty/staff will be called upon to be leaders in any evacuation scenario. Members will be used both in operational leadership roles, but their technical expertise will be invaluable in roles where that expertise is needed. Each instructor should be responsible for the direct supervision of their class and will do the following:

- Direct the evacuation of staff and/or students to designated Evacuation sites.
- Immediately shut down all equipment in use.
- Take personal items with you.
- Shut all doors behind you as you leave.

- Proceed as quickly as possible, in an orderly manner, to the nearest evacuation site.
- Accompany and assist handicapped personnel, staff and/or students, and visitors who appear to be in need of direction or assistance.
- Once outside, move away from the structures and go to the designated Evacuation site.
- Keep roadways free for emergency vehicles.
- Seek medical attention for injured staff and/or students.
- Help individuals with disabilities evacuate by quickly assigning a “buddy” to lead them to the closest safe evacuation site.
- If an elevator is not available, or if it is unsafe to use them, direct wheelchair users to the top of the nearest staircase, or the nearest designated area, for rescue assistance. Thereafter, immediately notify a supervisor, Building Captain, or Emergency Personnel of the individual’s whereabouts.

Emergency Evacuation Drills

Evacuation drills are coordinated by the campus Administrators, SBCCD PD and the Environmental Health and Safety Administrator twice a year for all sites. During the drill, occupants “practice” drill procedures and familiarize themselves with the location of exits and what can be expected in the event of an emergency evacuation. Drills may be announced or unannounced and after the activity assessments are conducted to evaluate the exercise. All evacuation drills will be documented and retained.

Weapons Policy

Firearms or other weapons shall be prohibited on any college or District property or in any facility of the District except for activities conducted under the direction of District officials or as authorized by an official law enforcement agency; (SBCCD Board Policy 3530).

The above policy of the SBCCD to provide a safe environment for all students, employees, visitors, and guests by enforcing all laws pertaining to firearms, weapons, or destructive devices on campus. The following are violations of the law and/or a violation of school policy.

- It is unlawful for any person (with exceptions) to bring or possess any firearm (loaded or unloaded) on any property owned, controlled, or operated by the District without the prior written permission of the College President or designee. [626.9(h) and (i) PC]
- It is unlawful for any person (with exceptions) to bring or possess a dirk, dagger, ice pick, folding knife with a blade longer than two and one half (2½) inches that locks into place, on any property owned, controlled or operated by the university without prior written permission of the College President or designee. [626.10(b) PC]

- It is unlawful for any person (with exceptions) to bring or possess a “less lethal weapon,” as defined in Penal Code Section 16780:

A “Less Lethal Weapon” means any device that is designed to, or that has been converted to expel or propel less lethal ammunition by any action, mechanism, or process for the purpose of incapacitating, immobilizing, or stunning a human being through the infliction of any less than lethal impairment of physical condition, or senses, including physical pain or discomfort. It is not necessary that a weapon leave any lasting or permanent incapacitation, discomfort, pain, or other injury or disability in order to qualify as a less lethal weapon.

or stun gun, as defined in Penal Code Section 17230, (includes Taser) on any property owned, controlled or operated by the District without prior written permission from the President or designee. [626.10(i)PC]

- It is unlawful for any person (with exceptions) to openly display or expose in a public place or a place open to the public any imitation firearm, including any BB device, toy gun, replica of a firearm, or other device that is so substantially similar in coloration and overall appearance to an existing firearm as to lead a reasonable person to perceive that the device is a firearm as defined in Penal Code Section 16700. [20170PC]

- It is unlawful for any person (with exceptions) to possess, for any reason, any destructive device as defined in Penal Code Section 16460 (explosive missile, pipe bomb, grenade, any derivative thereof including exothermic smoke bomb or dry ice bomb). [18710PC]

- It is unlawful for any person (with exceptions) to manufacture, import, keep for sale, offer or expose for sale, give, lend or possess any of the following:

- | | |
|---|------------------------------|
| Cane gun [24410PC] | Belt buckle knife [20410PC] |
| Wallet gun [24710PC] | Air Gauge knife [20310PC] |
| Not immediately recognizable firearm [24510PC] | Writing pen knife [20910PC] |
| Billy club, blackjack, sand bag/club or sap [22210PC] | Cane sword [20510PC] |
| Undetectable firearm [24610PC] | Composite knuckles [21710PC] |
| Handgrenade or replica [19200PC] | Metal knuckles [21810PC] |
| Undetectable knife [20810PC] | Nunchaku [22010PC] |
| Ballistic knife [21110PC] | Blowgun [20010PC] |
| Lipstick case knife [20610PC] | Shobi-zue [20710PC] |
| Shurikins (AKA Chinese throwing stars) [22410PC] | |
| Dirk or dagger concealed on your person [21310PC] | |

Smoking Policy

Smoking of any form of tobacco or non-tobacco products, including electronic cigarettes, is prohibited on District grounds, in all District vehicles, at any activity or athletic event and on all property owned, leased or rented by or from the District, unless a tobacco use area has been designated. SBCCD Board Policy 3570 allows for the establishment of procedures to comply with California Code of Regulations

Government Code section 7597. Smoking shall be permitted only in designated areas. Violators of this section may be punished by a minimum fine of \$50.00. Enforcement shall be the responsibility of the District Police Department.

Alcohol & Drug Policy

The possession or consumption of alcoholic beverages and other illegal drugs prior to, or during, any District sponsored activity, on or off our campuses, by any person attending, regardless of age, is forbidden by State law. The federal government has mandated that as of October 1, 1990, there will be no drug usage by students, staff, or faculty on college campuses anywhere in the United States.

The SBCCD makes every effort to provide drug-free campuses. Assistance is available for those who seek help for themselves or others who may be addicted to substances. Please contact Student Health Services at ext. 4495 (SBVC) or 3272 (CHC) for confidential services and information. SBCCD Board Policy 3550 prohibits the possession, use or distribution of illicit drugs and alcohol on college property, during any College-sponsored field trips, activities or workshops, by students and employees. (Please refer to the policy for details including sanctions). This policy is reviewed every two years.

Pursuant to SBCCD Board Policy 3560, the Chancellor is authorized to enact procedures as appropriate and permitted by law regarding serving alcoholic beverages on campus or at fund-raising events held to benefit non-profit corporations. Alcoholic beverages shall not be served on campus except in accordance with these procedures. The illegal possession, use and sale of alcoholic beverages by anyone on SBCCD-controlled property is a misdemeanor per California Business and Professions Code 25608 and a violation of the Student Code of Conduct. Employees and students also can be subject to Discipline for drinking or being under the influence while working. The campuses are designated as "Drug Free" and the illegal possession, sale, use, manufacture or distribution of any controlled substance is a violation under federal law and a violation of SBCCD policy. Campus affiliated violators are subject to discipline, criminal prosecution, fine and incarceration.

Commonly Used and Abused Substances

Drugs commonly used and abused include alcohol, marijuana, cocaine, amphetamines, methamphetamine (crystal meth), and prescription drugs such as Vicodin, Oxycodone, Xanax and Anabolic Steroids. While some of these substances are legal, they all may result in serious health problems such as addiction and sometimes death. Illicit substance use can also result in financial and legal challenges.

The effects of alcohol are primarily determined by the amount of alcohol that has been consumed and can include:

- Euphoria
- Diminished motor skills
- Excitement
- Confusion
- Stupor
- Coma
- Death

Additional information can be found at www.niaaa.nih.gov/FAQs.

Marijuana (pot, grass, weed, Bud)

Effects of marijuana can include:

- Impaired short-term memory and concentration
- Distorted perception and judgment
- Diminished motor skills
- Accelerated heart rate and increased blood pressure
- Apathy

Additional information can be found at www.nida.nih.gov/infofacts/marijuana.

Cocaine (coke, rock, toot, blow, snow)

Effects of cocaine can include:

- Accelerated heart rate and increased blood pressure
- Dilated pupils
- Seizures and strokes
- Nasal damage requiring medical or surgical intervention
- Paranoia

Additional information can be found at www.emedicinehealth.com/cocaine_abuse/article_em.htm.

Methamphetamines (crystal, glass, crank)

Effects of methamphetamines can include:

- Loss of appetite
- Delusions, hallucinations, psychosis
- Psychological and physical dependence
- Paranoia

Additional information can be found at www.streetdrugs.org/methamphetamine2.htm.

Steroids

Effects of steroid use can include:

- Excessive acne and feminine breast growth in men
- Increased blood pressure
- Testicular shrinking, decreased sperm count, and infertility
- Dramatic mood swings, depression, paranoia

Additional information can be found at www.usdoj.gov/ndic/pubs5/5448.
www.steroidabuse.org

Opioids (Heroin, Vicodin, Norco and Oxycodone)

Effects of opioids use can include:

- Decreased pulse
- Drowsiness
- Constricted pupils
- Delirium

Referrals and Resources

On Campus

SBVC Student Health Services (909) 384-4495 **CHC Health & Wellness Center** (909) 389-3272

SBVC Student Health Services and the CHC Health & Wellness Center provide first-aid, health education, nursing advice, and mental health counseling and crisis intervention services. They also provide assistance with those dealing with drug and alcohol abuse. Immunizations, routine health exams, and screening for vision, hearing and blood pressure are also offered. Nurse Practitioners are available for consultation, medical examination, treatment, and referral. Health exams including Pap smear, STD screening, pregnancy tests, birth control, and general medical consultation are available. There is no charge for office visits, however, there is a nominal fee charged for medication, lab work and immunizations. Student Health Services at both campuses are funded by student health fees. Student Health 101 includes articles on substance abuse and is E-mailed to students at least twice a year. During health fairs at the campuses information regarding substance abuse awareness and assistance is made available. SBCCD employees can contact the Employee Assistant Program for assistance with a drug and or alcohol problems at 800-932-0034.

Off Campus

- **Center of Substance Abuse** (24-hour hotline for drug abuse) (800) 662-4357
Provides treatment referrals for individuals in their respective area/county
- **Alcoholics Anonymous** (909) 825-4700
Provides services related to alcoholics anonymous organizations including AA meetings, literature and referrals
- **Al-Anon** (909) 824-1516
Provides support to the families/friends of alcoholics and drug addicts; offers AA meeting referrals
- **National Council on Alcoholism** (909) 629-4084
Provides alcohol and drug outpatient treatment; such as individual or group session counseling and random drug testing
- **American Lung Association** 1-800-LUNGUSA (1-800-586-4872)
Provides assistance in preventing lung disease and promoting lung health

- **Inland Behavioral and Health Services, Inc.** 909-881-6146
Provides individual and family counseling and substance abuse programs
- **San Bernardino County Department of Public Health** 800-782-4264 www.sbcounty.gov/dph
Provides services that promote the health, safety, well-being, and quality of life of its residents according to the County Charter and general laws

Other Programs & Services

Child and Family Health Services (800) 722-3777

Clinic Operations Services (800) 722-4777

Communicable Disease Section (800) 722-4794

Coordinated Asthma Referral and Education (CARE) Program (800) 782-4264

Environmental Health Services (800) 442-2283

Healthy Family/Kids (888) 860-1298

HIV/AIDS Program (800) 722-4794

Housing Authority (909) 890-9533

Maternal, Child and Adolescent Health (866) 241-0395

Nutrition Program (909) 388-5650

Ryan White Program (909) 387-6492

American Lung Association (Tobacco) (800) 586-4872

CHP – Car Seat Safety (909) 383-4247

Women, Infants, and Children (WIC) (800) 472-2321

San Bernardino Sexual Assault Services (909) 885-8884

The National Domestic Violence Hotline (800) 799-SAFE (7233)

Violence Against Women Act (VAWA) Amendments

The SBCCD is committed to providing a safe learning and working environment. In compliance with federal laws, policies and procedures have been adopted to raise awareness, prevent, and respond to incidents of sexual assault, domestic violence, dating violence, and stalking involving members of the campus community. These guidelines apply to all students, faculty, staff, contractors and visitors.

Sexual Assault, Domestic Violence, Dating Violence, and Stalking

Sexual Assault: Is defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, as well as incest or statutory rape.



Domestic Violence: Is defined as an assault and/or battery committed on a current or former spouse, an intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Dating Violence: Is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Stalking: Is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to be in fear for his or her safety or the safety of others; or suffer substantial emotional distress.

Protocol for Survivors

When an incident of sexual assault, domestic violence, dating violence, or stalking occurs, it is important to preserve evidence and document the criminal activity so that a successful criminal prosecution remains an option.

Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence should be documented by taking a photograph (s). Evidence of stalking, including any communication, such as written notes, voice mail(s), electronic communications, or in-person contact, should be saved, documented and not altered in any way.

The survivor of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam – which is important both to address any health issues that may arise and evidence collection. Any clothing removed should be placed in a paper, not plastic, bag.

Anyone can be a survivor of an assault. You are not responsible for the criminal actions of others. If you are a survivor of sexual assault, rape, or domestic violence, go to a safe place as soon as possible, and seek medical treatment if necessary. There will be evidence on your body that will deteriorate in just 3 days. You are strongly encouraged to report the incident in a timely manner in order to: be safe, be healthy, begin the healing process through counseling, and bring the perpetrator to justice. Approximately 70% of survivors of sexual assault, rape and domestic violence know their attacker. On a college campus, approximately 95% of sexual assaults are not reported. If a survivor desires prosecution they may file a police report. Filing a report with the SBCCD PD will:

- Ensure that the survivor receives information on how to obtain a medical exam for collection of evidence for legal purposes.
- Ensure that the survivor receives information on where they may go to seek free confidential counseling on campus, or through local or county services.
- Ensure that the survivor is contacted by an Advocate from San Bernardino Sexual Assault Services (SBSAS), who will guide the survivor through the process and available options, and offer continued support.

When a survivor of sexual assault, rape or domestic violence makes a report to the SBCCD PD, San Bernardino Police Department, Colton Police Department, or Yucaipa Sheriff's Office will also be contacted to pursue the investigation. The department contacted will depend on the location of the incident.

If you are a survivor of a sexual assault you have options. The following are recommendations to help support you during the aftermath of the crime:

- DO NOT blame yourself. Sexual assault is not the survivor's fault.
- Go to a safe place, or have someone you trust come to you. If you are injured, seek medical attention immediately.
- DO NOT shower, bathe, douche, or change clothes. You will have evidence on your body that can only be collected if left intact. This evidence can only be collected within the first 72 hours.
- DO NOT blame yourself if you feel you were drugged unknowingly; there will be evidence in your system which can only be collected within 8-96 hours. DO NOT blame yourself if you knowingly used drugs and were assaulted or raped. This does not absolve the perpetrator of responsibility. DO NOT blame yourself if you were not able to say "NO" during the incident because you were incapacitated physically or mentally.

Reporting an Incident

If a student, employee or visitor, at any SBCCD property, has been the victim of a sexual assault, domestic violence, dating violence, or stalking, they should immediately call the SBCCD at (909) 384-4491. In the case of an emergency or ongoing threat please get to a safe location and call 911 or the local law enforcement agency.

Students may also report to: San Bernardino Valley College Title IX Coordinator, (909) 384-8992
San Bernardino Valley College Office of Student Life, (909) 384-8692
San Bernardino Valley College Student Health Services, (909) 384-4495
Crafton Hills College Title IX Coordinator, (909) 389-3355

Crafton Hills College Department of Student Life, (909) 389-3457
Crafton Hills College Health & Wellness Center, (909) 389-3272
SBCCD Human Resources, (909) 382-4040

Employees may also report to: SBCCD Human Resources Office, (909) 382-4040

These offices will assist any victim of sexual assault, domestic violence, dating violence, and stalking in notifying law enforcement, including local police.

Written Notification of Rights and Options

Any student or employee who reports an incident of sexual assault, domestic violence, dating violence, or stalking, whether the incident occurred on or off campus, shall receive a written explanation of their options and rights as provided for under this policy. If you wish to view this packet go to <http://sbccd.org/police/VictimPacket>

On & Off Campus Resources

Victims of sexual assault, domestic violence, dating violence, or stalking need not make a formal report to local law enforcement or the SBCCD Police Department to access several available resources listed below. There are several on campus and off campus resources available to these victims, such as medical treatment, counseling and advocacy. Please phone, or click on the link, for additional information.

- San Bernardino Valley College Title IX Coordinator- (909) 384-8992

Reporting and victim assistance provided.

- [San Bernardino Valley College Student Health Services](#)- (909) 384-4495

Confidential reporting is available, along with counseling. Services are free or low cost.

- [Crafton Hills College Health & Wellness Center](#)- (909) 389-3272

Confidential reporting is available, along with counseling. Services are free or low cost.

- Crafton Hills College Title IX Coordinator- (909) 389-3355

Reporting and victim assistance provided.

- [SBCCD Human Resources](#)- (909) 382-4040

HR will help employees file claims and report incidents.

- [SBCCD Police Department](#)- (909) 384-4491

The following is available on the District Police site:

Annual Security Reports-includes SBCCD policy information, safety prevention, how to report a crime, and criminal statistics.

Safety & Victim Resources-Printable brochures include information and awareness on active shooter survival, dating/domestic/sexual violence, stalking, and disabled person's safety.

If you/someone you know has been assaulted or needs counseling:

- [San Bernardino Sexual Assault Services](#), 24 Hour Crisis: 800.656.4673
- [Center Against Sexual Assault](#), San Jacinto, 951.652.8300
- [Riverside Area Rape Crisis Center](#), 24 Hour Crisis: 951.686.RAPE

If you/someone you know needs a safe place to stay:

- San Bernardino-[Option House](#), 24 Hour Crisis Line: 909.381.3471
- Big Bear-[DOVES](#), 24 Hour Crisis Line: 800.851.7601
- Morongo-[Morongo Basin Unity Home](#), 24 Hour Crisis Line: 760.366.9663
- Claremont-[House of Ruth](#), 24 Hour Crisis Line: 909.988.5559
- Victorville-[Family Assistance Program](#): 24 Hour Crisis Line: 760.949.4357

National Resources:

- [National Sexual Violence Resource Center](#)
- [Rape, Abuse and Incest National Network](#)
- [Office for Victims of Crime](#)
- [Crime Survivors](#)

Restraining Orders

Restraining orders can be filed on-line. Click on the link below to watch a tutorial on how to fill out court forms and learn what types of orders are possible. There is no charge for filing a Domestic Violence Restraining Order. Click on the link below for additional information:

- San Bernardino County, [Domestic Violence & Restraining Orders](#)

You may also visit the Superior Court of California, County of San Bernardino

247 West Third Street
San Bernardino, CA 92415
Phone (909)384-1888

Accommodations

If a victim reports an incident of sexual assault, domestic violence, dating violence, or stalking, the SBCCD is committed to providing a safe learning or working environment. A report need not be made to the SBCCD Police Department to request available accommodations. Title IX Coordinators, Deans of Discipline, Human Resources Offices, and/or SBCCD District Police Department will help accommodate reasonable changes to a victim's academic, transportation, and or working situation.

If a victim reports to law enforcement, they may assist them in obtaining a restraining order from San Bernardino County Superior Court. The SBCCD Police Department is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. Victims should bring a copy of the restraining to the SBCCD Police Department. SBCCD Police Department is also committed to protecting victims from any further harm, and Human Resources or the Vice-President of Student Services (or their designee) may issue an institutional no-contact order for all SBCCD properties.

Victim Confidentiality

The SBCCD Police Department recognizes the often-sensitive nature of sexual assault, domestic violence, dating violence, and stalking incidents. We are committed to protecting the privacy of any individual who makes a report. Different officials and personnel are, however, able to offer varying levels of privacy protection to victims. Reports made to law enforcement may be made public, unless the victim requests confidentiality based on California Penal Code section 293(a) and Government Code section 6254(f). Victims may request their right to confidentiality for the below-listed crimes:

PC 236.1 Human Trafficking
PC 243(e)(1) Spousal Battery
PC 261 Rape
PC 261.5 Unlawful Sexual Intercourse with a Minor
PC 262 Spousal Rape
PC 264.1 Rape in Concert with Another
PC 265 Abduction to Force Marriage
PC 266 Forcing into Prostitution
PC 267 Abduction for Prostitution
PC 269 Aggravated Sexual Assault of a Child
PC 273a Child Endangerment
PC 273d Child Abuse
PC 273.5 Domestic Violence
PC 285 Incest
PC 286 Sodomy
PC 288 Lewd Acts on Child
PC 288a Oral Copulation
PC 289 Anal or Genital Penetration by a Foreign Object
PC 422.6 Hate Crimes
PC 646.9 Stalking
PC 647.6 Annoy or Molest a Child

Reports made to either campus Title IX Coordinator will be kept confidential, and identifying information about the victim shall not be made public. Information about reports will only be shared with institutional personnel as needed to investigate and effectively respond to the report. Every effort will be made to limit the scope of information shared to keep it to a minimum of detail, and only when absolutely necessary. Reports made to medical professionals or licensed mental health counselors will not be shared with any third parties except in cases of imminent danger to the victim or a third party.

Conduct Proceedings

The SBCCD Police Department strictly prohibits all acts of sexual assault, domestic violence, dating violence, and stalking. In addition to facing criminal investigation and prosecution, students, employees and other affiliates may also face disciplinary action the SBCCD for any violations of sexual assault, domestic violence(s), dating violence, and stalking laws. Individuals found responsible for having committed such a violation may face permanent expulsion, suspension, probation, termination of employment, or mandatory counseling, and no contact orders. Incidents involving accused students will be handled by:

San Bernardino Valley College Title IX Coordinator, (909) 384-8297

San Bernardino Valley College Dean of Students, (909) 384-8282

Crafton Hills College Title IX Coordinator, (909) 389-3354

Crafton Hills College Dean of Students, (909) 389-3368

SBCCD Human Resources Office, (909) 382-4040

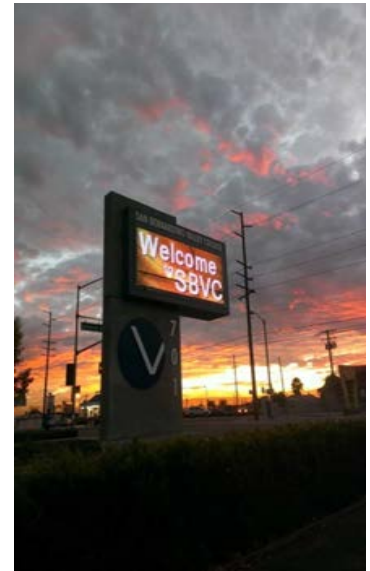
Any incidents involving accused employees/affiliates will be handled by the SBCCD Human Resources Office, (909) 382-4040.

All conduct proceedings, whether the conduct is reported to have occurred on or off campus, shall provide a prompt, fair and impartial investigation and resolution. All investigations and proceedings shall be conducted by officials who have received training on the nature of the types of cases they are handling, on how to conduct an investigation, and conduct a proceeding in a manner that protects the safety of victims and promotes accountability.

Investigations shall be conducted within 60 days or less from the time reported, unless there are mitigating circumstances in which case the accuser and accused shall be notified, and provided with an explanation and the amount of additional time required. Determinations shall be made within 60 days from time reported unless there are mitigating circumstances, in which case the accuser and accused shall be notified, and provided with an explanation and the amount of additional time required.

Determinations shall be made by the Vice President of Student Services, or their designee, within 60 days of when the report was made using the preponderance of the evidence standard (which means that it is more likely than not that the alleged misconduct occurred).

In all proceedings, including any related meetings or hearings, both the accused and accuser are entitled to the same opportunities to have others present. This includes the right to be accompanied by an advisor of their choice. Both the accused and accuser shall simultaneously be informed in writing of the outcome of the proceeding, of procedures and timeframe for appealing the results of the outcome, of any change to the results that occurs prior to the time that they become final, and when such results become final. Disclosure of the outcome shall be made to both parties unconditionally, and each shall be free to share or not share the details with any third parties.



Disciplinary action for good cause may be imposed upon a student by an instructor, an administrator, or the Board of Trustees for misconduct or infractions while attending college classes or college-sponsored activities.

Disciplinary action may include:

REPRIMAND A verbal or written reprimand regarding the misconduct

PROBATION Student conduct probation may include, but is not limited to, ineligibility to participate in extra-curricular activities and certain other student privileges.

SUSPENSION Exclusion from the colleges and college-sponsored activities for a specified time

EXPULSION Exclusion by the SBCCD Board of Trustees from the college and all college-sponsored activities.

Short-term suspension by a college instructor - any college instructor, for good cause, may remove a student from the classroom for the day of the removal and the next regular class meeting. Before ordering the suspension of any student from class, the instructor shall first give or make reasonable efforts to give the student an oral or written notice of the reasons for the proposed suspension. The college president or designee shall immediately, within 48 hours, hold a conference regarding the removal from class. The college president or designee shall determine if suspension from the class, or college, for a longer period of time is appropriate.

(1) The college president or designee can suspend a student for good cause as follows:

- (a) From one or more classes for a period of up to ten days of instruction.
- (b) From one or more classes for the remainder of the school term.
- (c) From all classes and activities of the college for one or more terms.

Before imposing discipline as authorized by this policy, the college president or designee shall first give, or make reasonable efforts to give, the student an oral or written notice for the proposed disciplinary action.

Disciplinary procedures may proceed or continue notwithstanding the failure or refusal of a student to respond, attend or otherwise participate after having been properly notified of the proceeding by oral or written communication.

The SBCCD Board of Trustees may expel a student when other means of correction fail to bring about proper conduct, or it seems probable that the continued presence of the student causes a danger to the physical safety of the student or to others. Board Policy 5500 available at <http://sbccd.org/StandardsOfConductBP>.

Discipline of SBCCD employees includes, but is not limited to, oral warning, written warning, written reprimand, suspension without pay, and may lead to termination.

Step 1 – Informal Conference. Prior to any formal discipline action, the member’s immediate supervisor shall notify the bargaining unit member of the deficiencies in his or her job performance that has been observed.

Step 2 – Verbal Warning. If the deficiencies identified in Step 1 have not been improved, the unit member may receive a verbal warning. Documentation of the verbal warning shall be acknowledged by the member and supervisor with copies to both.

Step 3 – Written Warning. If deficiencies identified in Step 2 have not improved, the unit member may receive a written warning. The supervisor shall prepare and send a written warning letter to the bargaining unit member. Documentation of the written warning shall be placed in the unit member’s personnel file.

Step 4 – Letter of Reprimand. If deficiencies identified in Step 3 have not improved, the bargaining unit member’s immediate supervisor may prepare a written letter of reprimand and send the letter to the bargaining unit member and the CSEA Chapter President/designee. The letter of reprimand shall outline those specific areas or incidents of the bargaining unit member’s deficient performance and a written improvement plan where appropriate for deficiencies of job performances.

Step 5 – Suspension (5-day). If deficiencies identified in Step 4 have not improved, the immediate supervisor may make a recommendation to the Vice Chancellor of Human Resources that the unit member’s deficient performance may warrant a suspension without pay for a period not to exceed five (5) days, as deemed appropriate. Copies of the recommendation shall be sent to the bargaining unit member and the CSEA Chapter President and placed in the unit member’s personnel file.

Step 6 – Further Action. If deficiencies identified in Step 5 have not improved after the above procedures have been followed, the Vice Chancellor of Human Resources may recommend further disciplinary action be taken against the bargaining unit member. Additional discipline may include: demotion, suspension, reduction in hours, transfer or reassignment without the unit member’s voluntary consent, written reprimand, or termination.

Burden of Proof. When disciplinary action is to be imposed on the bargaining unit member, the burden of proof shall rest with the SBCCD.

Paid Administrative Leave. The Vice Chancellor of Human Resources may upon written notice place a bargaining unit member on paid administrative leave when investigating allegations of misconduct, wrongdoing, illegal acts, or for the safety or for the protection of the public, district, or individual.

The term “cause” for disciplinary actions that occur outside the progressive discipline steps in the forgoing portions include:

- Insubordination including the refusal to perform assigned duties or the refusal to obey a lawful directive from a supervisor
- Carelessness or negligence in the care and/or use of District property
- Discourteous offensive, or abusive conduct or language toward other employees, students, or the public
- Dishonesty
- Drinking alcoholic beverages on the job, or reporting to work while intoxicated
- Illegal use of narcotics on the job or reporting to work under the influence.

Discipline and dismissal of academic employees: Employees who have a contract or are regular employee may be dismissed or penalized for one or more of the grounds set forth in Education Code section 87732. If the employee is to be penalized, the Board shall determine the nature of the penalties. If the Board decides to dismiss or penalize a contract or regular employee, it shall assure that each administrative regulation has been followed.

For additional information about employee conduct proceedings please consult the SBCCD Human Resource Office. Board Policy 7365 governs classified employee discipline, and Board Policy 7360 governs faculty discipline available at http://www.sbccd.org/Board_of_Trustees/Policies_-_a-_.Procedures.

Educational Programs

The SBCCD Police Department (PD) is committed to increasing the awareness of and preventing violence. All incoming students and new employees are provided with informational awareness and strategies intended to prevent rape, acquaintance rape, sexual assault, domestic violence, dating violence, and stalking. The SBCCD PD provides information on consent, options for bystander intervention, information about risk reduction, and our policies and procedures for responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year, and may vary by campus. These programs include:

Poster Campaigns:

Silent Witness Initiative
 Bystander Intervention
 Sexual Assault Awareness Month (SAAM)
 National Campus Safety Awareness Month (NCSAM)

Live Campaigns:

Speak Out & Stand Up: Raising Awareness About Sexual Assault
 Culture of Silence: Stalking Education and Awareness
 Nonviolent Sexuality Training (Based on availability and funding)

Survivor of Violence (Based on availability and funding)
Dating Abuse

Video Campaigns (Web):

Sexual Assault Awareness, with SBCCD PD and San Bernardino Sexual Assault Services Advocate
Violence Against Women Act Presentation (Live training in addition)

Awareness Campaigns (Other):

Denim Day
Project Clothesline
Sexual Assault Awareness Athletics Campaign
Art exhibit
Self-defense training
Poetry Reading



Sexual Assault Policy

The SBCCD recognizes that sexual assault is a serious issue and will not tolerate actions of sexual assault/harassment on campus. The SBCCD is committed to providing an institutional environment where all persons may pursue their studies, careers, duties, and activities in an atmosphere free of threat of unwelcome and unwanted sexual actions. Sexual offenses are condemned, sexual offenders will not be tolerated, and victim/survivors will be supported.

Sexual assault includes: the attempt or act of rape (sexual intercourse without consent, by a stranger, an acquaintance or an intimate partner); forced sodomy (anal sex); forced oral copulation; or the forced penetration by a foreign object either animate, such as a finger, or inanimate. Non-penetration sexual assault includes the act of touching an unwilling person's intimate parts such as genitalia, anus, groin, breast, or buttocks, or the clothing covering these parts, or forcing an unwilling person to touch another's intimate parts.

The above sexual acts constitute sexual assault when they are committed against a person's will as evidenced by refusal of consent or through the use of force, threat, manipulation, or intimidation, or against a person who, by virtue of mental incapacity or physical helplessness, is unable to give or withhold consent. This includes, but is not limited to, incapacity or helplessness caused by alcohol or other drugs. Intoxication of the assailant shall not diminish the assailant's responsibility for the sexual assault.

The SBCCD PD will investigate all allegations of sexual assault and take appropriate disciplinary, criminal, or legal action. As soon as possible, the victim survivor of a sexual assault should report the incident to the District Police, or any Campus Security Authority. Employees of the District will assist the student in notifying authorities if the student requests assistance.

If you have been sexually assaulted, you have the right to report the assault to the police department. As an encouragement to report, the SBCCD Police Department is committed to the following ten guarantees.

- **WE WILL** meet with you privately and you may be accompanied by a personal advocate.
- **WE WILL** provide a female officer to conduct the initial interview, if requested, and if one is available.
- **WE WILL** fully investigate your case, regardless of the gender, race, ethnicity, sexual orientation, age, national origin, religion or disability of the parties involved.
- **WE WILL** not pre-judge you or your actions. Assault victims are not responsible for the criminal actions of others.
- **WE WILL** treat you and your case with courtesy, sensitivity, and understanding.
- **WE WILL** assist you in arranging for your medical needs and/or hospital treatment.
- **WE WILL** provide you with advocate and counseling referral information.
- **WE WILL** not release your name to the public or to the press upon request.
- **WE WILL** discuss and explain the criminal justice process. You will be kept informed as to the progress of the investigation.
- **WE WILL** be available to answer your questions as the investigation and prosecution unfolds.
- **WE WILL** assist you in the student conduct process and notify you of the outcome.
- **WE WILL** assist you and work with the college, if a classroom change is needed.

SBCCD Standards of Student Conduct Policy 5500 states disciplinary action may be imposed on recognized individual students, student organizations and/or any SBVC faculty or staff responsible for a sexual assault. SBCCD procedures depend on the outcome of the disciplinary hearing and may range from suspension to expulsion. The institution will, upon written request, disclose to the alleged victim survivor of a crime of violence, or a non-forcible sex offense, the results of any discipline proceeding by such institution against a student or staff member who is the alleged perpetrator of such a crime or offense. Violators are subject to San Bernardino Community College District disciplinary actions, criminal prosecution, fine and imprisonment. The accuser and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding and both shall be informed of the outcome. Student sexual assault victims also have the option of changing their academic schedule after an alleged sexual assault, if such changes are reasonably available.

SBCCD has established a 24-Hour Sexual Assault Advocate Program. For more than 37 years, San Bernardino County Sexual Assault Services advocacy team has offered SBVC, CHC and EDCT students and staff guidance and support through the legal, medical and psychologically challenging maze that a survivor must navigate after reporting an assault. They also work with the high schools and middle schools in the area. SBCSAS has entered into an official Memorandum of Understanding with the SBCCD working with District staff and the District Police Department to assist victims of sexual abuse, sexual violence or domestic violence. Victims may contact the SBCCD Police Department on either campus or contact the SBCSAS directly for assistance. The precipitating event may have just occurred or may be a past assault.



San Bernardino
Sexual Assault Services
Committed to ending sexual violence

Any San Bernardino Community College District student or employee who is suspected of sexual misconduct is subject to both criminal prosecution and disciplinary action under campus policies. Campus

disciplinary action can be initiated even if criminal charges are not pursued.

Any San Bernardino Community College District employee accused of sexual misconduct is subject to the applicable provisions and disciplinary action in accordance with District Policies and Procedures. Sanctions for sexual misconduct include, but are not limited to, warning(s), censure, demotion, suspension, or termination of employment.

Sexual Assault Prevention Programs

There are courses in understanding violent offenders in the Administration of Justice Program at SBVC. These courses are studies of the violent crimes of felony assault, robbery, rape, the various types of homicide, and the characteristics of both the offender and the victim. Students should check the Schedule of Classes each semester to determine when these classes are offered. SBCCD Police Department also offers the following sexual assault presentations each spring and fall semester and upon request.

Video Presentations

- Sexual Assault and Campus Safety Awareness

Workshop Presentations

- Violence Against Women Act: topics include sexual assault, domestic violence, dating violence and stalking.
- Speak Out and Stand Up: Raising Awareness About Sexual Assault

Literature on sexual assault education and risk reduction is available at the SBCCD Police Department and at <http://sbccd.org/SexualAssault>

If You Are A Victim Of Sexual Assault: GET to a safe place, CONTACT the SBCCD Police Department (909) 384-4491 or call your local authorities by dialing 911. DO NOT shower, bathe, douche, change or destroy clothing. DO NOT straighten up the area of the crime. SEEK medical attention and SEEK emotional support from the local Rape Crisis Center at (909) 885-8884.

SBVC and CHC will change a victim's academic situation after an alleged sex offense and offer options for those changes, if those changes are requested by the victim and are reasonably available. Victims of sexual assault may report the crime to any SBCCD faculty, staff, or administrator, but the SBCCD Police Department should be notified as soon as possible. Victims/survivors or witnesses to crimes should follow the basic policy for reporting crimes.

Title IX Notice of Non-Discrimination

The San Bernardino Community College District does not discriminate on the basis of sex, gender or sexual orientation in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of sex in all education programs and activities operated by the District (both on and off campus). Title IX protects all people regardless of their gender or gender identity from sexual discrimination, which includes sexual harassment and violence:

- **Sexual Discrimination** means an adverse act of sexual discrimination (including sexual harassment and sexual violence) that is perpetrated against an individual on a basis prohibited by Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq., and its implementing regulations, 34 C.F.R. Part 106 (Title IX); California Education Code §66250 et seq. and/or California Government Code §11135.
- **Sexual Harassment** is unwelcome conduct of a sexual nature that includes, but is not limited to, sexual violence, sexual advances, requests for sexual favors, indecent exposure and other verbal, nonverbal or physical unwelcome conduct of a sexual nature, where such conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the individual, and is in fact considered by the individual, as limiting the individual's ability to participate in or benefit from the services, activities or opportunities offered by the District. Sexual harassment also includes gender-based harassment, which may include acts of verbal, non-verbal or physical aggression, intimidation or hostility based on sex or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.
- **Sexual Violence** means physical sexual acts (such as unwelcome sexual touching, sexual assault, sexual battery and rape) perpetrated against an individual without consent or against an individual who is incapable of giving consent due to that individual's use of drugs or alcohol, or disability.

Who to Contact If You Have Complaints, Questions or Concerns

Title IX requires the SBCCCD to designate a Title IX Coordinator to monitor and oversee overall Title IX compliance. Your Campus Title IX Coordinator is available to explain and discuss your right to file a criminal complaint (sexual assault and violence); the SBCCCD complaint process, including the investigation process; how confidentiality is handled; available resources, both on and off campus; and other related matters. *If you are in the midst of an emergency, please call the police immediately by dialing 9-1-1.*

Campus Title IX Coordinators

CHC Vice President of Student Services (909) 389-3355	EDCT Director Human Resources (909) 382-4040	SBVC Vice President Student Services (909) 384-8992
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U.S. Department of Education, Office for Civil Rights

- (800) 421-3481 or ocr@ed.gov
- If you wish to fill out a complaint form online with the OCR, you may do so at:
<http://www2.ed.gov/about/offices/list/ocr/complaintintro.html>.

Title IX requires that the SBCCCD adopt and publish complaint procedures that provide for prompt and equitable resolution of sex discrimination complaints, including sexual harassment and violence. Below are links to the board policy on discrimination and diversity.

Administrative Procedure <http://sbccd.org/ap/3430>
Formal Complaint Form <http://sbccd.org/hr/3430Formal> Informal
Complaint Form <http://sbccd.org/hr/3430Informal>

Diversity Board Policy <http://sbccd.org/DiversityBP>
Non Discrimination Board Policy <http://sbccd.org/nondiscriminaionBP>



Except in the case of a privilege recognized under California law (examples of which include Evidence Code §§1014, psychotherapist-patient; 1035.8, sexual assault counselor-victim; and 1037.5, domestic violence counselor-victim, any member of the SBCCD community who knows of or has reason to know of sexual discrimination allegations shall promptly inform the campus Title IX Coordinator.

Regardless of whether an alleged victim of sexual discrimination ultimately files a complaint, if the SBCCD or a knows or has reason to know about possible sexual discrimination, harassment or violence, it must review the matter to determine if an investigation is warranted. The SBCCD or campus must then take appropriate steps to eliminate any sexual discrimination/harassment, prevent its recurrence and remedy its effects.

Registered Sex Offender Information

More than 50 years ago California began requiring dangerous sex offenders to register with their local law enforcement agency, allowing local law enforcement the ability to keep track of convicted sex offenders in their community (*Note: Registration may be a lifetime requirement*).

In May 1996, the California Legislature increased the public's access to sex offender information with the passage of Megan's Law. Megan's Law was named after 7-year-old New Jersey resident (Megan Kanka) who was raped and murdered by a known child molester who had moved across the street from Megan's family without their knowledge. In the wake of Megan's murder, California increased the public's access to sex offender information with the enactment of (then) section 290.4 of the California Penal Code.

In October 2000, the Federal Campus Sex Crimes Prevention Act 20 U.S.C. § 1092(f) (1) (I) amended Section 170101 of the Violent Crime Control and Law Enforcement Act of 1994. The Campus Sex Crimes Prevention Act required sex offenders who are required to register under state law to also provide notice of their enrollment or employment at any institution of higher learning in the state where he/she resides starting in October 2002. Institutions of higher learning were thereafter also required to provide a statement in their Jeanne Clery Annual Security Report detailing where members of their campus community can obtain information concerning registered sex offenders.

In 2001, the California Legislature amended its registered sex offender laws to satisfy federal law requirements. On October 28, 2002, sex offenders who resided on campus were required to register with

campus law enforcement. This new law also expanded the registration requirements for all campus affiliated sex offenders to register with the campus police department. [290.01(a) (1) PC]

The following persons shall register their sex offender status with the SBCCD Police Department:

- Enrolled students
- Full/part time employees with the District (with/out compensation)
- Persons who carry on a vocation at any SBCCD property for more than 14 days, or for an aggregated period exceeding 30 (total) days in a calendar year.

In October 2003 an amendment was added to Penal Code Section 290.01(d) (1) (A), which provides that the campus police department (may) in certain instances release registered sex offender information (all categories) to members of the campus community.

In 2004, the California Legislature further amended its registered sex offender laws and directed the California Department of Justice to make available to the public (by July 1, 2005) via the Internet, specific information about certain sex offenders.

Sex Offender Informational Data (Public access)

On or before July 1, 2010, the California Department of Justice expanded their website to make available certain registered sex offender locator information at: www.ag.ca.gov [290.46(a) (2) (A) PC]

Note: The Department of Justice does not make available sex offender registration information specific to any College or District.

Sex Offender Information (Campus community access)

Campus affiliated registered sex offender information is available for inspection by members of the campus community at the SBCCD Police Department during normal business hours. Please call (909) 384-4491 for more information.

The SBCCD Police Department may also release sex offender information relating to campus affiliated sex offenders to members of the campus community who: [290.01(d) (4) (A) PC]

- are member(s) of the campus community
- are not themselves a registered sex offender
- understands that the release of registered sex offender information is for the purpose of allowing members of the campus community to protect themselves and their children from sex offenders
- understands that it is illegal to use the sex offender registration information to harass, discriminate, commit a crime against any person who has been identified as a sex offender
- are willing to sign a “Registered Sex Offender View Form”

Registered sex offender information available for public viewing:

- name and known aliases
- age, DOB, gender, race
- physical description (including scars, marks, tattoos)

- photograph, (if available)
- crimes that were the basis for the registration requirement
- date of registration or re-registration

The disclosure of any sex registrant information to a campus affiliate shall only be to allow members of the campus community to protect themselves and their children from sex offenders and he/she understands that it is unlawful to use the information obtained pursuant to this subdivision to commit a crime against any registrant or to engage in illegal discrimination or harassment of any registrant. [290.01(d) (4) (A) PC]

Campus Law Enforcement Disclosure

The SBCCD may proactively release any portion of the following information to the campus community concerning the presence of a high-risk sex offender who is in the campus community. The SBCCD Police Department may reactively release any portion of the following information when necessary to ensure the public safety based upon information available to the entity concerning a registered sex offender. [290.45(a) PC]

- name and known aliases
- DOB, gender and race
- physical description, including scars, marks and tattoos
- photograph, (if available)
- crimes that were the basis for the registration requirement
- residence address (must be verified by law enforcement prior to release)
- type of victim targeted by the offender
- relevant parole or probation conditions
- dates of crimes resulting in classification
- date of release from confinement
- offender's employment, vocation or student status with college

The SBCCD Police may release sex offender information to persons and campus entities for the purpose of disclosing the information to additional persons if we (SBCCD Police Department) can determine that the scope of any further disclosure meets the conditions set forth in Penal Code Section 290.45(c)(1).

SBCCD Sex Offender Registration Requirements

Every person who is required to register in California as a sex offender and who:

- is enrolled as a San Bernardino Community College District student (including Extension classes), or
- is a full/part time employee at San Bernardino Community College District w/out compensation, including volunteer, or
- Carries on a vocation at San Bernardino Community College District for more than 14 days, or for an aggregated period exceeding 30 (total) days in a calendar year, shall register with the campus police department.

A campus affiliated sex offender shall notify the District Police Department within five working days of ceasing to be enrolled or employed, ceasing to carry on a vocation at San Bernardino Community College District or if the offender has a change of address. [290.01(a) (1) PC]

Registration of sex offenders shall be conducted at the District Police Department. Persons required to register shall do so in person Monday - Friday (excluding holidays) during normal business hours.

Hate Violence

SBCCD community places a great emphasis on the value of diversity, assessing one's culture and the celebration of difference. However, the reality is that anyone at any time can be the target of a hate crime or a bias motivated incident. Unlike other crimes that target individuals, hate crimes and bias motivated incidents negatively impact the entire SBCCD community. While the college campuses are not immune to such opportunistic acts, the low number of reported occurrences provides an antidotal glimpse that we have made great strides toward the creation of a campus environment that is more tolerant of individuals, groups, cultures, values and ideas.

Reporting Hate Violence

Reporting hate violence is a crucial component in the development of a more tolerant society and a hate free campus environment. If you have been the target of a hate crime or hate bias motivated incident, you are encouraged to report the occurrence to the SBCCD Police Department or to any designated CSA.

Workplace Violence

San Bernardino Community College District is committed to creating and maintaining an environment that is free from workplace violence. The District has zero tolerance for violent acts, or threats of violence, against any member of the campus community or property. The campus has zero tolerance for and prohibits violence or threats of violence occurring off the District premises by an employee or person acting in the capacity of a representative or agent of the District if such violence or threat of violence affects the legitimate interests of the District. (SBCCD Board Policy 3510.)

Identity Theft

- **DON'T** give out personal information (name, address, social security number) to anyone you don't know or for any purpose you don't fully understand.
- **DO** store personal records, credit cards, new and cancelled checks, in a secure and safe place, where they cannot be accessed by others.
- **DON'T** sign initiatives or other petitions unless you are fully knowledgeable about them and the signature gatherer. Your name and address may become easily accessible and could even be illegally sold for profit.
- **DO** shred any documents containing personal or financial information before discarding, such as credit card bills or banking statements.
- **DON'T** leave personal outgoing mail unguarded at your home mailbox. It can easily be stolen and your identity compromised.
- **DO** place your mail only in U.S. Postal Services mailboxes.
- **DON'T** trust phone solicitations, or give out personal or financial information over the phone.



- **DO** carefully protect PIN numbers and passwords; never share them.
- **DON'T** open unsolicited emails, or emails from unknown sources; and if you do so mistakenly, never reply, forward, or open attachments.

Parking Rules and Regulations

The SBCCD PD works diligently to protect community members while on SBCCD property. Parking permits are required on all SBCCD properties from Monday at 7am through Friday at 4:30pm. We enforce parking regulations to ensure fair and adequate accommodations for our visitors, students, faculty and staff. The California Vehicle code is enforced on all SBCCD property. Students are subject to citation for all applicable moving violations. Parking specific regulations for the SBCCD are covered under Board Policy 6570; available at <http://sbccd.org/ParkingAP>

Violation and Payment Information

If you do not wish to contest your citation you can pay by the following options, on-line or by mail to the below address. To pay on-line, please see below web addresses which are (site specific).

	
https://www.paymycite.com/sbvc	https://www.paymycite.com/chc
For questions please call (888) 919-5529	For questions please call (888) 300-9915

Request to Appeal (Level 1)

Submittal of a citation appeal/administrative review does not mean that the parking citation will be dismissed. Citation appeals must be submitted within 21 calendar days from the date of the citation or within 14 calendar days from the date of the “Notice of Delinquent Parking Citation” that is mailed to the registered owner. Late submittals will not be accepted and the fine must be paid with any applicable late fees. The Level 1 appeal can be made on-line.

Please complete one form for each parking citation. Citation appeal/administrative review forms can be completed online or call the Toll Free number (888) 919-5529. Please allow 2 to 4 weeks for the citation appeal/ administrative review process to complete.

You will receive the results via US mail at the address you provide on the form. If you do not receive a Citation Review Results letter after 6 weeks, please call the campus location where you received your citation. SBCCD is not responsible for US mail deemed undeliverable due to an incorrect or incomplete address.

If the citation has been upheld, the citation penalty amount is due within 21 calendar days from the date of the “Results” letter. If you are not satisfied with the review results, you may request an administrative hearing (Level 2). This request must be made within 21 calendar days from the mailing date of the citation review internal results letter. The penalty amount shall be deposited within this time frame or a hearing will not be scheduled.

Administrative Hearing (Level 2)

All administrative hearings are conducted and reviewed by a qualified hearing examiner. All qualified hearing examiners are independent mediators and none are employees of the SBCCD.

If you wish to contest the citation review results, you may request an administrative hearing within 21 calendar days from the date of the appeal/administrative review letter.



Administrative hearing requests may be made in person, in writing or by telephone. It is not required but you may meet with the hearing officer at a scheduled conference. If you choose to only submit a written declaration, the hearing officer will still conduct a review of your appeal based on the information you provide.

The following requirements must be met before a request is officially recognized. As the requester, you must fulfill the following within 21 calendar days of the mailing date of the appeal/administrative review (Level 1) results letter.

- Request an administrative hearing.
- Complete and return the appropriate administrative hearing forms.
- Deposit the amount of the parking penalty on-line or in person.

SBCCD Police or their designee will notify you verbally or via US mail of the date and time of the scheduled administrative hearing.

SBCCD is not responsible for US mail deemed undeliverable due to an incorrect or incomplete address.

Administrative hearings will be scheduled within 90 calendar days from the date of the request.

SBCCD Police will notify you via US mail of the results of the administrative hearing. If you are dissatisfied with the results of the administrative hearing, you may appeal to the Superior Court within 30 calendar days of the notice date of the notification letter.

If you have not received the notification letter of the administrative hearing in a timely manner after the date of the hearing or review, please contact SBCCD Police.

Superior Court (Level 3)

The final level of appeal is handled by the Superior Court of San Bernardino. You have thirty (30) calendar days from the date your 2nd level appeal was mailed to file for a “citation review” in the Superior Court. There is a \$25.00 filing fee the court retains for the review process; regardless of the outcome. The decision of the court is binding. You can obtain the necessary paper work, and pay the filing fee for review, at the below address:

Fontana Superior Court
San Bernardino County
17780 Arrow Blvd.
Fontana, CA 92335
(909) 350-9322

Crime Definitions

Per the *Clery Act*, the SBCCD PD must classify crimes based on the Federal Bureau of Investigation’s (FBI’s) *Uniform Crime Reporting Handbook (UCR)*. Definitions of sex offenses are from the FBI’s *National Incident-Based Reporting System (NIBRS)* edition of the *UCR*. Hate crimes are classified according to the FBI’s *Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection*. Although the law states that institutions must use the *UCR* for defining and classifying crimes, it doesn’t require *Clery Act* crime reporting to meet *all UCR* standards.

UCR crime definitions appear in italics. The text that is provided classifies criminal incidents taken directly from FBI materials; some has been condensed or paraphrased. Some definitions are from the Violence Against Women Act Amendments. Some crime examples are taken or adapted from FBI materials, and others were created for this document based on questions educational communities have asked of law enforcement over the years.

Murder: The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: The killing of another through gross negligence.

Forcible /Non Forcible Sex Offenses: Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent. Non-Forcible sex offenses include incest or statutory rape.

Sodomy: Sodomy is sexual conduct consisting of contact between the penis of one person and the anus of another person. Any sexual penetration, however slight, is sufficient to complete the crime of sodomy.

Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Robbery: The taking, or attempting to take, anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Hate Crime: A crime, usually violent, motivated by prejudice or intolerance made by the perpetrator toward a member of any race, gender, gender identity, religion, sexual orientation, ethnicity/national origin and Disability.

Hate Crime Categories

Race: A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity that distinguish them as a distinct division of humankind.

Gender: A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

Gender Identity: A preformed negative opinion or attitude toward a group of persons base on their actual or perceived gender related characteristics.

Religion: A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

Sexual Orientation: A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

Disability: A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

Ethnicity/National origin: A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions.

Hate Crime Key: (D) Disability (E) Ethnicity (Ra) Race (Re) Religion (S) Sexual Orientation (G) Gender (N) National Origin (GI) Gender Identity

Aggravated Assault (ADW): An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.

Burglary: The unlawful entry of a structure to commit a felony or theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or a felony, breaking and entering

with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

Motor Vehicle Theft: Motor vehicle theft is classified as any case where an automobile is taken by a person not having lawful access, even if the vehicle is later abandoned, including joy riding.

Arson: Any willful or malicious burning, or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Domestic Violence: Assault and/or battery committed on a current or former spouse, an intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Dating Violence: Dating violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to be in fear for his or her safety or the safety of others; or suffer substantial emotional distress.

Unfounded Crimes: According to UCR guidelines, a reported offense can be cleared as unfounded if the investigation shows that no offense occurred nor was attempted. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with prosecution, or the failure to make an arrest does not unfound a legitimate offense. Also, the findings of a coroner, court, jury, or prosecutor do not unfound offenses. An additional column has been added for 2014 for all unfounded crimes.

According to UCR guidelines, the statistics on unfounded cases should include crime reports that are either: False, OR Baseless

Crime Statistics Data

The following crime statistic data has been reported using the Uniform Crime Reporting procedures as set forth by the Federal Bureau of Investigation and the California Department of Justice. Crime statistics disclosed are those that occurred on property owned and controlled by the San Bernardino Community College District and public property contiguous/adjacent to the San Bernardino Community College District campuses. SBCCD police staff reviews the UCR annually for updates in reporting.

CHC CRIME STATISTICS FOR 2012, 2013, 2014

CRIMINAL OFFENSES - ON CAMPUS	2012	2013	2014	2014
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				UNF
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	1	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	1	0
BURGLARY	0	3	4	0
MOTOR VEHICLES THEFT	0	1	1	0
ARSON	0	0	0	0
DOMESTIC VIOLENCE	0	0	0	0
DATING VIOLENCE	0	1	4	0
STALKING	0	1	0	0
CRIMINAL OFFENSES - NON CAMPUS- Fire Academy				
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
DOMESTIC VIOLENCE		0	0	0
DATING VIOLENCE		0	0	0
STALKING		0	0	0
CRIMINAL OFFENSES - PUBLIC PROPERTY				
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
DOMESTIC VIOLENCE		0	0	0
DATING VIOLENCE		0	0	0
STALKING		0	0	0
HATE CRIMES - ON CAMPUS				
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
LARCENY-THEFT	0	0	0	0
SIMPLE ASSAULT	0	0	0	0
INTIMIDATION	0	0	0	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY				
	0	0	0	0
HATE CRIMES - NON CAMPUS				
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0

FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
LARCENY-THEFT	0	0	0	0
SIMPLE ASSAULT	0	0	0	0
INTIMIDATION	0	0	0	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	0	0	0	0
HATE CRIMES - PUBLIC PROPERTY				
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
LARCENY-THEFT	0	0	0	0
SIMPLE ASSAULT	0	0	0	0
INTIMIDATION	0	0	0	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	0	0	0	0
ARREST - ON CAMPUS				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	6	10	2	0
LIQUOR LAW VIOLATIONS	2	0	4	0
ARREST - NON CAMPUS				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
ARREST - PUBLIC PROPERTY				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
DISCIPLINARY ACTIONS - ON CAMPUS				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	8	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
DISCIPLINARY ACTIONS - NON CAMPUS				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
DISCIPLINARY ACTIONS - PUBLIC PROPERTY				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0

Hate Crime Key: (D) Disability (E) Ethnicity (Ra) Race (Re) Religion (S) Sexual Orientation (G) Gender (N) National Origin (GI) Gender Identity

EDCT CRIME STATISTICS FOR 2012, 2013, 2014

CRIMINAL OFFENSES - ON CAMPUS	2012	2013	2014	2014 UNF
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
DOMESTIC VIOLENCE		0	0	0
DATING VIOLENCE		0	0	0

STALKING		0	0	0
CRIMINAL OFFENSES - NON CAMPUS	0	0	0	0
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
DOMESTIC VIOLENCE	0	0	0	0
DATING VIOLENCE	0	0	0	0
STALKING	0	0	0	0
CRIMINAL OFFENSES - PUBLIC PROPERTY	0	0	0	0
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
DOMESTIC VIOLENCE	0	0	0	0
DATING VIOLENCE	0	0	0	0
STALKING	0	0	0	0
HATE CRIMES - ON CAMPUS	0	0	0	0
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
LARCENY-THEFT	0	0	0	0
SIMPLE ASSAULT	0	0	0	0
INTIMIDATION	0	0	0	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	0	0	0	0
HATE CRIMES - NON CAMPUS	0	0	0	0
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
LARCENY-THEFT	0	0	0	0
SIMPLE ASSAULT	0	0	0	0
INTIMIDATION	0	0	0	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	0	0	0	0
HATE CRIMES - PUBLIC PROPERTY				
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				

RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
LARCENY-THEFT	0	0	0	0
SIMPLE ASSAULT	0	0	0	0
INTIMIDATION	0	0	0	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY				
ARREST - ON CAMPUS				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
ARREST - NON CAMPUS	0	0	0	0
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
ARREST - PUBLIC PROPERTY	0	0	0	0
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
DISCIPLINARY ACTIONS - ON CAMPUS	0	0	0	0
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
DISCIPLINARY ACTIONS - NON CAMPUS	0	0	0	0
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
DISCIPLINARY ACTIONS - PUBLIC PROPERTY	0	0	0	0
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0

Hate Crime Key: (D) Disability (E) Ethnicity (Ra) Race (Re) Religion (S) Sexual Orientation (G) Gender (N) National Origin (GI) Gender Identity

SBVC CRIME STATISTICS FOR 2012, 2013, 2014

CRIMINAL OFFENSES - ON CAMPUS	2012	2013	2014	2014 UNF
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	3	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	1	0	0	0
AGGRAVATED ASSAULT	3	0	2	0
BURGLARY	3	2	6	0
MOTOR VEHICLES THEFT	31	29	22	0
ARSON	1	1	1	0
DOMESTIC VIOLENCE	0	0	1	0
DATING VIOLENCE	0	1	1	0
STALKING	0	3	0	0
CRIMINAL OFFENSES - NON CAMPUS- Big Bear	0	0	0	0
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0

STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
DOMESTIC VIOLENCE		0	0	0
DATING VIOLENCE		0	0	0
STALKING		0	0	0
CRIMINAL OFFENSES - PUBLIC PROPERTY				
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	1	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	6	0	0
AGGRAVATED ASSAULT	0	1	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	13	19	4	0
ARSON	0	0	0	0
DOMESTIC VIOLENCE		0	0	0
DATING VIOLENCE		0	0	0
STALKING		0	0	0
HATE CRIMES - ON CAMPUS				
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
LARCENY-THEFT	0	0	0	0
SIMPLE ASSAULT	0	0	0	0
INTIMIDATION	0	0	0	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	0	0	0	0
HATE CRIMES - NON CAMPUS				
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
LARCENY-THEFT	0	0	0	0
SIMPLE ASSAULT	0	0	0	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	0	0	0	0
HATE CRIMES - PUBLIC PROPERTY				
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
SEX OFFENSES				
RAPE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLES THEFT	0	0	0	0
ARSON	0	0	0	0
LARCENY-THEFT	0	0	0	0

SIMPLE ASSAULT	0	0	0	0
INTIMIDATION	0	0	0	0
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	0	0	0	0
ARREST - ON CAMPUS				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	1	0
DRUG ABUSE VIOLATIONS	7	14	10	0
LIQUOR LAW VIOLATIONS	3	3	2	0
ARREST - NON CAMPUS				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
ARREST - PUBLIC PROPERTY				
WEAPONS CARRYING, POSS. ETC	0	0	1	0
DRUG ABUSE VIOLATIONS	2	8	8	0
LIQUOR LAW VIOLATIONS	1	1	2	0
DISCIPLINARY ACTIONS - ON CAMPUS				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
DISCIPLINARY ACTIONS - NON CAMPUS				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0
DISCIPLINARY ACTIONS - PUBLIC PROPERTY				
WEAPONS CARRYING, POSSESSING, ETC...	0	0	0	0
DRUG ABUSE VIOLATIONS	0	0	0	0
LIQUOR LAW VIOLATIONS	0	0	0	0

Hate Crime Key:
(D) Disability (E)
Ethnicity (Ra) Race
(Re) Religion (S)
Sexual Orientation
(G) Gender (N)
National Origin
(GI) Gender
Identity

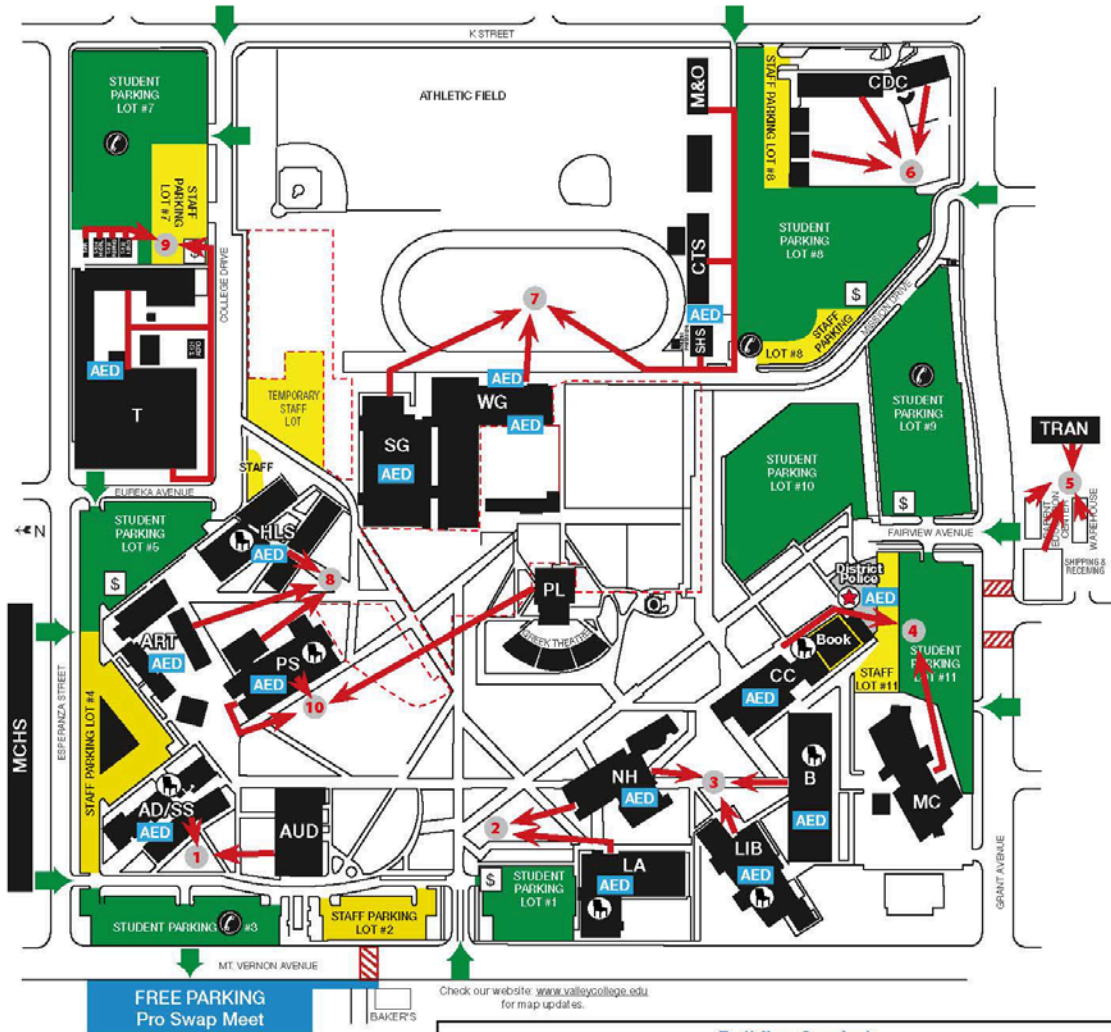
Hate
Crime Key: (D)
Disability (E)
Ethnicity (Ra) Race
(Re) Religion (S)

Sexual Orientation (G) Gender (N) National Origin (GI) Gender Identity

EMERGENCY EVACUATION SITES

San Bernardino Valley College

701 South Mount Vernon • San Bernardino, CA 92410 • (909) 384-4400



● Evacuation Sites

☎ Emergency Phone

♿ Evac+Chair

AED AUTOMATED EXTERNAL DEFIBRILLATOR

▨ CROSSWALK

Building Symbols

AD/SS..... Administration/Student Services (Note: AD rooms are located in AD/SS)	MC.....Media/Communications
ART.....Art Center	MCHS..... Middle College High School
AUD.....Auditorium	M&O..... Maintenance & Operations
B.....Business	NH..... North Hall
BOOK..... Bookstore	O..... Observatory
CC.....Campus Center	PL.....Planetarium
CDC.....Child Development Center	PS.....Physical Sciences
CTS.....Campus Technology Services	SG..... Snyder Gym
HLS.....Health & Life Science	SHS..... Student Health Services
LA.....Liberal Arts	T..... Technical
LIB.....Library	TRAN..... Transportation Center
	WG..... Women's Gym

DISTRICT POLICE
Campus Center Rm. 100
(909) 384-4491

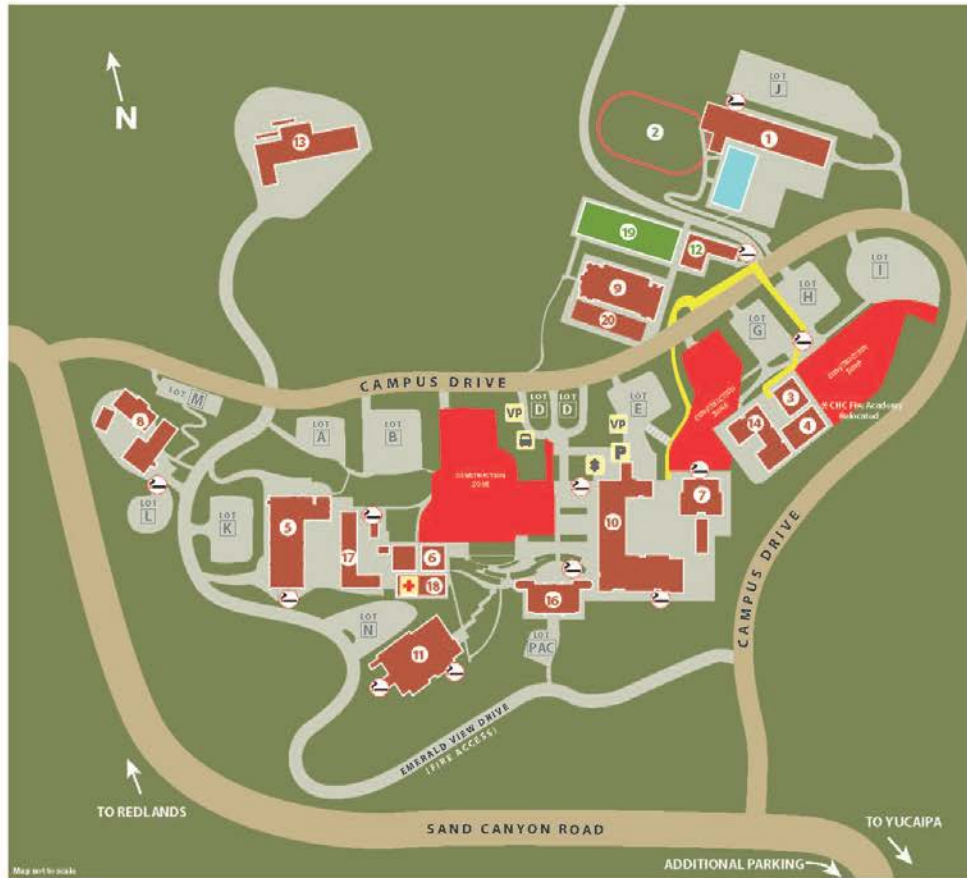
Parking permits/decals are required to park in all parking lots and on all college streets.

Parking in disabled stalls requires a valid California disabled placard and a valid SBCCD parking permit/decals.

Revised 10-14

Crafton Hills College

CAMPUS DIRECTORY



Map not to scale
Updated: 1-23-15

- ATM**
- Bus Stop**
- Nurse's Station**
- Police/Security**
- Visitor Parking**
- Pedestrian Detour**

Parking Permits (Daily)
 Parking permits/decals are required to park in all parking lots and on all college streets.
 Daily parking permits available in all lots.
 Parking in disabled stalls requires a valid California disabled placard and a valid SBCCD parking permit/decals.

Smoking Areas
 This is a smoke-free campus smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570; Government Code #7597)

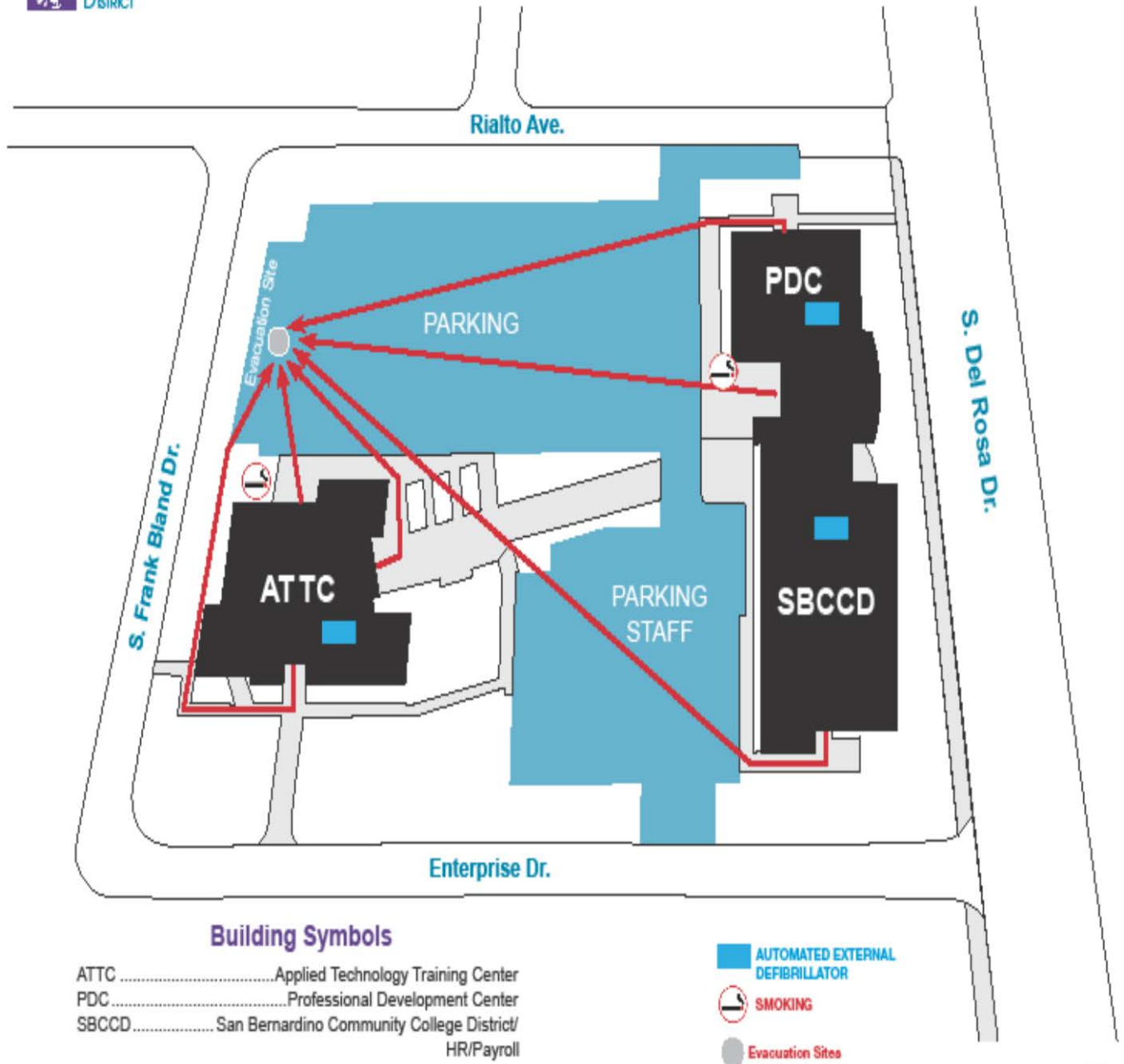
District Police (909) 389-3275

- | | |
|--|---|
| <ul style="list-style-type: none"> 1 KINESIOLOGY, HEALTH & AQUATICS COMPLEX KHA 2 ATHLETIC FIELD AF 3 BC CLASSROOM BUILDING.BC 4 BOOKSTOREBK 5 STUDENT CENTER/CAFETERIA.SCC
Student Senate 6 CL CLASSROOM BUILDING..... CL
Financial Aid 7 CHEMISTRY/HEALTH SCIENCES CHS 8 CHILD DEVELOPMENT CENTER CDC 9 GYMNASIUM.G 10 LABORATORY/ADMINISTRATION.LADM
Campus Business Office
Parking Permits (Semester/Annual)
POLICE (LADM 153) 11 LEARNING RESOURCE CENTER LRC
Copy Center
Gallery
Lecture Hall
Library | <ul style="list-style-type: none"> 12 MATH & SCIENCE ANNEX MSA 13 MAINTENANCE & OPERATIONS/
SHIPPING & RECEIVING 14 OCCUPATION EDUCATION 1 OE1 15 UNDER CONSTRUCTION 16 PERFORMING ARTS CENTERPAC 17 STUDENT SERVICES ASSA
Admissions & Records EOPS 18 STUDENT SERVICES BSSB
Counseling
Health & Wellness Center
Disabled Student Services 19 TENNIS COURTS TC-CRTS * CHC Fire Academy has been temporarily relocated during construction to:
CALFIRE
3800 N. Sierra Way, San Bernardino, CA 92405
For Information Call: 909-389-3418 or
Visit: craftonhills.edu/fireacademy 20 MODULAR MODS |
|--|---|



San Bernardino Community College District

114 South Del Rosa Dr. • San Bernardino, CA 92408 • (909) 382-4400



B-14

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: October 8, 2015
SUBJECT: Applause Cards

RECOMMENDATION

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

OVERVIEW

The attached individuals have received special recognition for extending that extra effort in providing quality service and valued assistance:

ANALYSIS

The *Caring Hands* Applause Card was developed so that employees, students, visitors and vendors would have the opportunity to recognize someone at SBCCD who provides outstanding quality and service.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

Caring Hands Applause Cards – October 2015

The *Caring Hands* Applause Card was developed so that employees, students, visitors and vendors would have the opportunity to recognize someone at SBCCD who provides outstanding quality and service.

The attached individuals have received special recognition for extending that extra effort in providing quality service and valued assistance:

DISTRICT

Brady, Cory DCS	<i>“Cory always goes above and beyond to help the Financial Aid Office run smoothly. Thank you for always helping me out with R2T4 issues. You are greatly appreciated.”</i>	Marie Perez
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Brady, Jason Administrative Applications	<i>“Thank you Jason for your extraordinary work in updating scholarship information! Jason made sure everything was ready for students to apply starting October 1.”</i>	Karen Childers
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Garcia, Ryan Police Department	<i>“Thank you, Ryan, for your diligence in patrolling our parking lots. It is much appreciated!”</i>	Corrina Baber
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Krehbiel, Deanna EDCT	<i>“While at a business lunch meeting, Deanna acted quickly to perform the Heimlich maneuver to remove an obstruction in my airway .”</i>	Deanna Krehbiel
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Moore, Alisa Marketing/PR	<i>“Thank you so much for assisting in the preparation of the Annual Security Report.”</i>	Chief Galvez
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Ryckevic, Susan Budget & Accounting	<i>“Unsurpassed dedication, ethics, and pride in workmanship coupled with a vast body of institutional knowledge. A true asset to the entire district.”</i>	One of many
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Spicer, Maurice Payroll	<i>“Mr. Spicer has been assisting me with online services for employees and even my monthly report...always professional, polite, and resolution oriented.”</i>	Muriel Armstead-More
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Stills, Sgt. Kenneth Police Department	<i>“Thank you for all the time and effort you put into the recent fraud investigation...Great Job!!”</i>	Chief Galvez
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CHC

Armstrong, Larry Custodial	<i>“Thanks for doing such a GREAT JOB!!!”</i>	CHC Library Staff
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Aycock, Larry Admissions and Records	<i>“Thanks for all your hard work and your quick response to solve problems.”</i>	Instructional Support Staff
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Barra, Vicki Student Services	<i>"Thanks for all your hard work and your quick response to solve problems."</i>	Instructional Support Staff
Cabrales, Joe Student Services	<i>"Thanks for all your hard work and your quick response to solve problems."</i>	Instructional Support Staff
Garcia, Kristin Admissions and Records	<i>"Thanks for all your hard work and your quick response to solve problems."</i>	Instructional Support Staff
Gist, John Counseling	<i>"Mr. Gist did an amazing job helping me with my Ed Plan. I got back on track, and I am excited for my future at Crafton Hills College."</i>	Corbin
Mudgett, Ben Admissions and Records	<i>"Thanks for all your hard work and your quick response to solve problems."</i>	Instructional Support Staff
Pompa, Rebecca Facilities	<i>"Rebecca is always helpful when I am lost on campus. She always has a smile on her face and she is such a pleasure to work with."</i>	Cyndi Gundersebn
Quintanar, Brittnee Counseling	<i>"Thank you for taking time to speak with the RESP 050 class about the Counseling Center as well as explain the courses for GE to apply to the Respiratory Care Program."</i>	Amber Contreras
Rippy, Scott Mathematics	<i>"Excellent professor. Cares about his students."</i>	Anonymous student
Rush, Steve Admissions and Records	<i>"Thanks for all your hard work and your quick response to solve problems."</i>	Instructional Support Staff
Sandy, Hannah Health and Wellness	<i>"Thank you for visiting the RESP 050 class to give a presentation on the Health and Wellness Center. The information you shared was very helpful to the students."</i>	Amber Contreras
Simpson, Floyd Admissions and Records	<i>"Thanks for all your hard work and your quick response to solve problems."</i>	Instructional Support Staff
Tinoco, Michelle Admissions and Records	<i>"Thanks for all your hard work and your quick response to solve problems."</i>	Instructional Support Staff
<u>SBVC</u>		
Akers, Elaine SHC	<i>"Great presentation for the Student Success conference. Thanks for being flexible!!!"</i>	Dr. Ricky Shabazz

Alex-Schiel, Valerie Food Services	<i>"Thank you for supporting us and assisting with a successful New Student Welcome Day."</i>	Johnny J. Conley
Carlos, Raymond Student Life	<i>"Thank you for securing students for the Student Success conference. Thanks for being flexible!!!"</i>	Dr. Ricky Shabazz
Conley, Johnny FYE	<i>"Thank you for securing students for the Student Success conference. Thanks for being flexible!!!"</i>	Dr. Ricky Shabazz
Crofer, Michelle DSP&S	<i>"THANK YOU to Michelle for coming to the Bloomington HS Futures' Night!! It was AMAZING to have someone for my students with disabilities to talk to about THEIR futures! They and their parents were so appreciative!! THANK YOU!!"</i> Lisa Lennox, Curriculum Program Specialist, Colton Joint Unified School District	
Dale Carter, April Admissions & Records	<i>"Thank you!!!! for your assistance in helping transfer students from one section to another. I am sure the students appreciated it as well."</i>	Bridget Candelaria
Donnhauer, Mark STEM	<i>"Great presentation for the Student Success conference. Thanks for being flexible!!!"</i>	Dr. Ricky Shabazz
Ferguson, Craig Technology Services	<i>"Thank you for taking care of two tickets when you only expected to take care of one. Craig installed computers just in time for workers to start using them, and was flexible and helpful when I requested additional support."</i>	Karen Childers
Gallagher, Amber Financial Aid	<i>"Great board presentation. Keep up the great work and keep improving services to students."</i>	Dr. Ricky Shabazz
Gordin, Ron Grounds	<i>"I consistently see Ron and the rest of the Grounds Department working early to get the campus ready for the day. Thank you for trimming the tree in Lot 4 and keeping the walkways clean by the AD/SS building."</i>	Corrina Baber
Kates, Johnny Custodial	<i>"Thank you for supporting us and assisting with a successful New Student Welcome Day."</i>	Johnny J. Conley
Luke, Dr. Craig First Year Experience	<i>"His lectures are not boring and also he's the real M.V.P"</i>	Joseph Thornhill, Student
Luke, Dr. Craig SDEV	<i>"Professor Luke is an encouraging , humorous , and intellectual person . I enjoy his teaching manner . He's creative and has a wide-spread thought for helping people , and I find that to be very honorable and nice ."</i>	Lovely Clark, Student

Rabon, Deanne
STAR

“Deanne did a great job of working through some challenges with the STAR program funding to ensure that the grant was indeed renewed.”

Dr. Ricky Shabazz

Rodriguez, Carmen
EOPS/CARE

“Great presentation for the Student Success conference. Thanks for being flexible!!!”

Dr. Ricky Shabazz

Shafer, Kris
M&O

“Thank for painting the main hallways at the District Office. You are such a pleasure to work with. What a difference a little paint makes!”

Stacey Nikac

Smith, Mary
First Year Experience

“Thank you for providing excellent student ambassadors!”

Karen Childers

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: October 8, 2015
SUBJECT: Board of Trustees Information Requests

RECOMMENDATION

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

ANALYSIS

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

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

No impact to the budget.

**San Bernardino Community College District
2015-2016 Board of Trustees Information Requests
(updated 9/29/15)**

Date of Request: 10/10/2013
Requested by: Trustee Williams
Planned Completion Date: Completed
4/9/2015

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

Comments: The Board approved BP 2432 on 4/9/15

Date of Request: 5/14/2015
Requested by: Trustee Williams
Planned Completion Date: Completed
8/3/2015

Request: Trustee Williams asked for more information on the bookstore at a future meeting.

Comments: Chancellor provided update in the 8/3/15 Chancellor's Chat. ASG was more than satisfied with the outcome.

Date of Request: 6/11/2015
Requested by: Trustee Longville
Planned Completion Date: Completed
8/3/2015

Request: President Longville asked to have an agenda item to address all concerns presented by the CSEA.

Comments: The final update was provided in the 8/3/15 issue of the Chancellor's Chat

Date of Request: 7/9/2015
Requested by: Trustee Henry
Planned Completion Date: Completed
8/3/2015

Request: Chancellor recommends CSEA meet with Vice Chancellor HR and EH&S Director to go through each concern and report back to the board. Trustee Henry requested for Dr. Norman to facilitate the meeting. Dr. Henry asked for an Itemization of what happened, transpired, what was brought forward, what were the responses. The Board will ensure they will address the report once it is received from CSEA/HR.

Comments: Chancellor provided a final detailed report in the 8/3/15 Chancellor's Chat.

Date of Request: 7/9/2015
Requested by: Trustee Williams
Planned Completion Date: Completed
8/14/2015

Request: Gabriel Jaramillo asked if we could have Webadvisor fixed as it goes down when students have to register. Trustee Williams asked for a board item to discuss solutions for Webadvisor.

Comments: Chancellor updated the board in the 8/14/15 Chancellor's Chat.

Date of Request: 3/12/2015
Requested by: Trustee Williams
Planned Completion Date: Completed 9/4/2015

Request: Trustee Williams asked who is in charge of Measure M Work? Who has done work within the District over the last year? He would like to have a conversation to give feedback on the process and their bids to the board.

Comments: Chancellor provided the response in the 9/4/15 Chancellor's Chat.

Date of Request: 4/9/2015
Requested by: Trustee Harrison
Planned Completion Date: Completed 9/4/2015

Request: Trustee Harrison requested the Chancellor to give direction to KBRJ to give local people the feedback they need to know why their bids were not successful.

Comments: Chancellor provided the response in the 9/4/15 Chancellor's Chat.

Date of Request: 7/9/2015
Requested by: Trustee Henry
Planned Completion Date: Completed 9/4/2015

Request: Trustee Henry requested a report that shows how many injuries by department and training reports.

Comments: Chancellor provided the information in the 9/4/15 issue of the Chancellor's Chat.

Date of Request: 3/12/2015
Requested by: Trustee Ferracone
Planned Completion Date: Completed 9/4/2015

Request: Strategic Planning Committee and Accreditation Ad Hoc Task Force include board members and be agendized to have discussion

Comments: Board ratified member to the Ad Hoc Task Force on 4/9/15. Ad Hoc Task Force updates have been provided in the Chancellor's Chat. An update presentation is scheduled for the October board meeting and again in early 2016.

Date of Request: 3/12/2015
Requested by: Trustee Williams
Planned Completion Date: 10/08/15

Request: Trustee Williams asked how much did the Community Counseling Services raise for the KVCR and SBVC Foundations?

Comments: CCS is scheduled to make a presentation of their accomplishments at the 10/8/15 Board meeting.

Date of Request: 4/9/2015
Requested by: Trustee Harrison
Planned Completion Date: 10/08/15

Request: Trustee Harrison requested the Strategic Plan should come back to the board in six months with elements to include TESS, KVCR, and ATTC.

Comments: This will be provided as an information item to the Board in October.

Date of Request: 9/2/2015
Requested by: Trustee Williams
Planned Completion Date: 10/08/15

Request: Requested HR Staff to create a chart with Chancellor and Board Self-Evaluation deadlines

Comments: HR staff will create the chart and post in closed session room.

Date of Request: 9/8/2015
Requested by: Trustee Ferracone
Planned Completion Date: 10/08/15

Request: Trustee Ferracone asked how the state figures the FON.
Comments: Report will be included in the 10/8/15 Board packet under Information Items.

Date of Request: 9/8/2015
Requested by: All Trustees
Planned Completion Date: 10/08/15

Request: Trustees asked for a written report from CCS on their accomplishments.
Comments: Report will be included in the 10/8/15 Board packet under Information Items.

Date of Request: 9/8/2015
Requested by: Trustees Williams and Singer
Planned Completion Date: 10/08/15

Request: What is the relationship between the demand for classes/programming and building/seat capacity.
Comments: Report will be included in the 10/8/15 Board packet under Information Items.

Date of Request: 9/8/2015
Requested by: Trustee Harrison
Planned Completion Date: 10/08/15

Request: Trustee Harrison asked for a breakdown of the 765 faculty and staffing needs that were budgeted for. Where is the salary being funded from? How many are funded through the general fund and how many through the restricted fund? Send percentage figure
Comments: Report will be included in the 10/8/15 Board packet under Information Items.

Date of Request: 9/8/2015
Requested by: Trustee Ferracone
Planned Completion Date: 05/26/16

Request: The Board would like to have more discussion on the budget. Trustee Ferracone suggested a meeting in May to have discussion on where we could go or might go with the budget to be able to make a more informed decision.
Comments: The preliminary budget presentation is scheduled for a study session on 5/26/16.

Date of Request: 9/8/2015
Requested by: Trustee Singer
Planned Completion Date: Ongoing

Request: Trustee Singer asked the board to consider whether or not they want to change the 15% and to what extent should we go over the 75%?
Comments:

Date of Request: 9/24/2015
Requested by: Goals Ad Hoc Committee
Planned Completion Date: Ongoing

Request: To incorporate a Meet Your Trustees (use "Collegial") with the Chancellor's Holiday Party. Special invite to the members of District Assembly so the board can get to know the members and better understand the process. Opening dialogue might help them work together on policies.
Comments:

Date of Request: 9/24/2015
Requested by: Goals Ad Hoc Committee
Planned Completion Date: Ongoing

Request: Develop a State of Community Colleges "From Cradle to College" Have the college CDC students involved.

Comments:

Date of Request: 8/13/2015
Requested by: Trustee Harrison
Planned Completion Date: Ongoing

Request: The Board requested for a report at least every three months on the pre-qualification program for construction projects.

Comments: The Chancellor will provide updates as requested in the Chancellor's Chat.

Date of Request: 8/13/2015
Requested by: Trustee Harrison
Planned Completion Date: Ongoing

Request: Trustee Harrison asked for a report every six months to cover local hire reports, disadvantaged business entities, and apprenticeships program reports

Comments: Chancellor will provide the updates in upcoming Chancellor's Chats.

Date of Request: 8/20/2015
Requested by: Board Retreat
Planned Completion Date: Ongoing

Request: Receive regular information on the progress of filling interim positions via Chancellor's Chat.

Comments: Chancellor to update quarterly via Chancellor's Chat.

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

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

Comments: The Board Policy Work Group is tasked to develop the policy.

Date of Request: 3/12/2015
Requested by: Trustee Williams
Planned Completion Date: Ongoing

Request: SWOT Analysis of CTE Programs.

Comments: Trustee Williams will provide clarification of request in order for staff to proceed.

Date of Request: 4/9/2015
Requested by: Trustee Williams
Planned Completion Date: Ongoing

Request: Trustee Williams asked for a follow up on the claim for the gymnasium floor through Lima Consulting.

Comments: Chancellor will update the Board on a regular basis until the issue has been resolved. Weekly reports have been provided in Chancellor's Chat.

HOW THE STATE FIGURES THE FON

RESPONSE: Full-time Percentage (FT Percentage): Assembly Bill 1725 and implementing regulations (California Code of Regulations (CCR), Title 5, Sections 51025 and 53300 et. seq.) set a goal for percentage of hours taught/worked by full-time faculty at 75%.

- The FT Percentage, often called the Full-time to Part-time Ratio, as defined in AB1725 is a goal not a law.
- The FT Percentage is based on attributable hours worked not headcount. For example:
 - o A contract faculty member may teach five courses each representing a full-time equivalent load of 20% for a total of 100% FTEF.
 - o Three adjuncts may each teach one course with a load of 20% for a total of 60% FTEF.
 - o Using this example, the FT Percentage would be the FTEF of full-time faculty divided by the total FTEF. Thus it would equal 62.5 (100/160).

Full-time Faculty Obligation (FT Obligation): If a district is under the 75% goal, it must maintain its base number of faculty and apply a percentage of its growth revenue toward hiring new full-time faculty.

- Each year, the Chancellor's Office (CO) determines each district's FT Obligation.
- A simplified example of how the FT Obligation is calculated is presented below:
 - o Final Obligation for District X Fall 2014= 250 FTEF
 - o District X receives a 4% growth in funded credit FTES (Full-time Equivalent Students)
 - o New Obligation for District X for Fall 2015 = $(250 * 1.04) = 260$ FTEF
- The Chancellor's Office calculates a PROJECTED FT Obligation, a FINAL FT Obligation, and in some cases a REVISED FT Obligation. A district is required to meet the lowest figure. However, the Final or Revised figure is factored into the base in subsequent years (See CCR 51015(1)).
- Every fall, districts submit a form identifying whether or not they have met their FT Obligation.
- If a district does not meet its FT Obligation, approximately \$55,000 is deducted from the district's apportionment for the year.
- A district can meet the FT Obligation and not reach the 75% hours worked goal.

Summary: The FT Obligation and the 75% FTEF goal established through AB 1725 are related. However, they are not the same. Calculations to determine the FT Obligation and FT Percentage are defined by the California Code of Regulations.

Each fall term a district must report on whether or not it has met its FT Obligation. At the same time, the FT Percentage is calculated and tracked. However, it is the FT Obligation requirement that a district must meet to prevent a deduction from its apportionment.

WHAT IS THE RELATIONSHIP BETWEEN THE DEMAND FOR CLASSES/PROGRAMS AND BUILDING/SEAT CAPACITY?

RESPONSE: Part of the scope of work during our Facilities and Educational master planning is the space utilization. The space utilization, along with the analysis of each program we offer, will provide the analysis requested.

A BREAKDOWN OF THE 765 FACULTY AND STAFFING NEEDS THAT WERE BUDGETED FOR. WHERE IS THE SALARY BEING FUNDED FROM? HOW MANY ARE FUNDED THROUGH THE GENERAL FUND AND HOW MANY THROUGH THE RESTRICTED FUND?

RESPONSE:

Please note that these numbers are head count

Without Part-Time Faculty

Position Type	Number of Positions	Percent from Total
Administrators	94	12.29%
Full-Time Faculty	255	33.33%
Classified & Confidential	416	54.38%
Total	765	100.00%

With Part-Time Faculty

Position Type	Number of Positions	Percent from Total
Administrators	94	6.74%
Full-Time Faculty	255	18.28%
Classified & Confidential	416	29.82%
Part-Time Faculty (Adjuncts)	630	45.16%
Total	1395	100.00%

By Funding Type	Percent from Total	
Unrestricted General Fund	603	78.82%
Restricted General Fund	82	10.72%
KVCR	25	3.27%
Child Development	43	5.62%
Other	12	1.57%
Total	765	100.00%

SHOW THE TABLE WITHOUT PART-TIME FACULTY AND WITHOUT PART-TIME FACULTY.

RESPONSE: See table above with and without Part-time Faculty (630 headcount).

THE BOARD WOULD LIKE TO HAVE MORE DISCUSSION ON THE BUDGET. TRUSTEE FERRACONE SUGGESTED A MEETING IN MAY TO HAVE DISCUSSIONS ON WHERE WE COULD GO OR NIGHT GO WITH THE BUDGET IN ORDER TO MAKE A MORE INFORMED DECISION.

RESPONSE: A Budget Ad-Hoc committee has been created to establish tentative meeting dates.

TRUSTEE SINGER ASKED THE BOARD TO CONSIDER WHETHER OR NOT THEY WANT TO CHANGE THE 15% RESERVES AND TO WHAT EXTENT SHOULD WE GO OVER THE 75% GOAL?

RESPONSE: To be discussed at a future date

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Lawrence P. Strong, Interim Director of Fiscal Services
DATE: October 8, 2015
SUBJECT: Budget Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

This summary budget report is submitted monthly to the Board of Trustees for its review.

ANALYSIS

The attached Revenue and Expenditure Summary reflects activity for the 2015-16 fiscal year through September 19 for all District funds. As of September 19, the District was 22.2% through the fiscal year and had spent and encumbered about 19.3% of its budgeted general funds.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This is an information item and there are no financial implications.

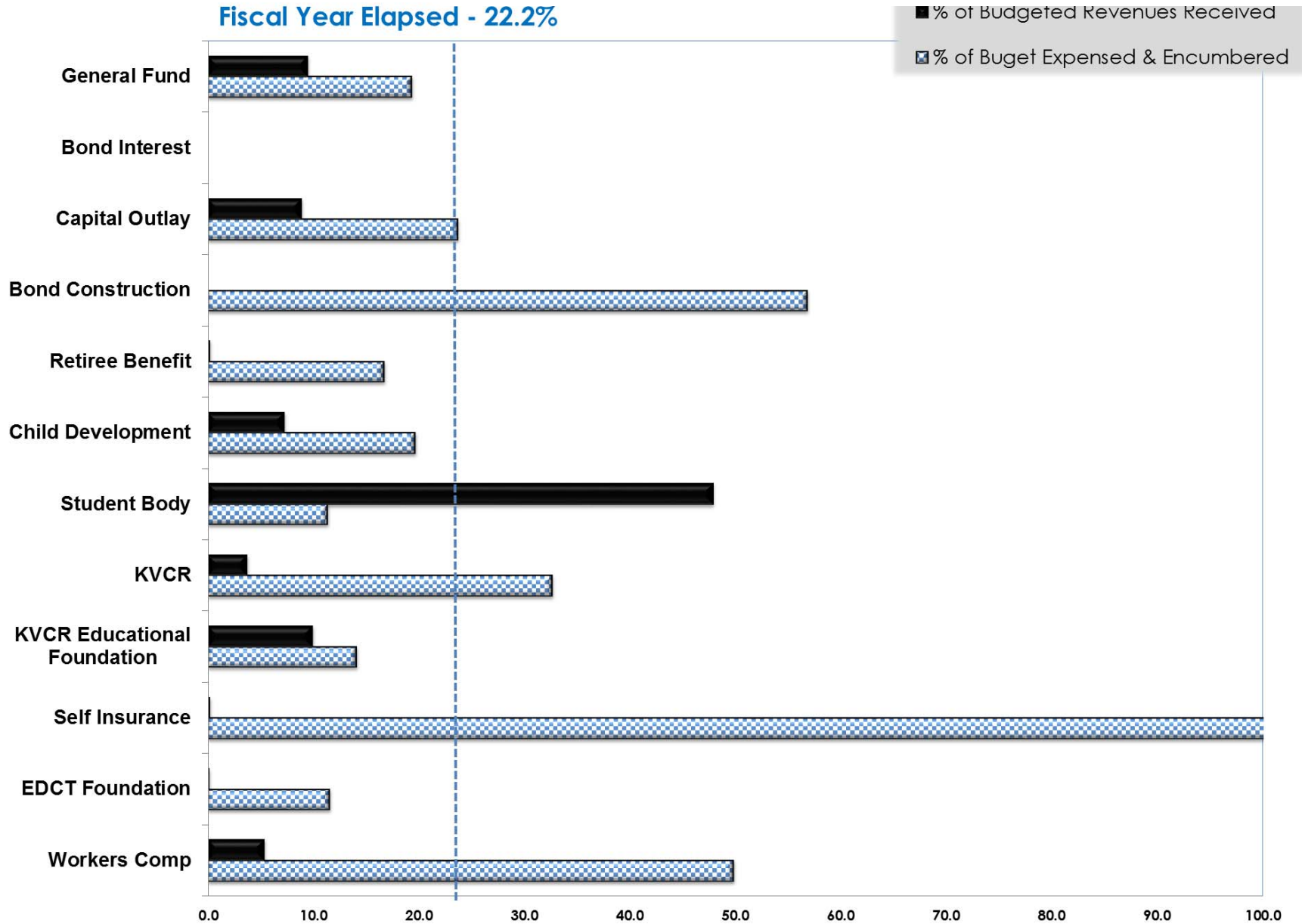


Budget Revenue & Expenditure Summary

Year to Date 9/19/2015
22.2% of Fiscal Year Elapsed

	REVENUES			EXPENDITURES			COMMENTS
	Budget	Received YTD	%	Budget	Expensed/ Encumbered YTD	%	
01 General Fund	\$123,217,321	\$ 11,628,108	9.4%	\$123,616,905	\$ 23,895,972	19.3%	<i>Encumbered amount is \$10,251,499.</i>
21 Bond Interest & Redemption	\$ 24,000,000	\$ -	0.0%	\$ 24,000,000	\$ -	0.0%	
41 Capital Outlay Projects	\$ 4,952,078	\$ 438,983	8.9%	\$ 8,897,078	\$ 2,109,903	23.7%	<i>Encumbered amount is \$1,947,040.</i>
42 Bond Construction	\$ 35,000,000	\$ 8,294	n/a	\$ 75,174,727	\$ 42,725,554	56.8%	<i>Encumbered amount is \$45,421,951. Year-end entries were not completed as of month end.</i>
68 Retiree Benefit	\$ 1,875,000	\$ 3,661	0.2%	\$ 375,000	\$ 62,634	16.7%	
72 Child Development	\$ 2,688,913	\$ 194,181	7.2%	\$ 2,688,913	\$ 527,820	19.6%	<i>Encumbered amount is \$153,264.</i>
73 Student Body Center Fee	\$ 293,352	\$ 140,366	47.8%	\$ 293,352	\$ 33,274	11.3%	<i>Revenues reflect Fall fees.</i>
74 KVCR	\$ 5,860,576	\$ 215,234	3.7%	\$ 5,860,576	\$ 1,914,482	32.7%	<i>Encumbered amount is \$1,307,939.</i>
76 KVCR Educational Foundation	\$ 2,841,126	\$ 282,101	9.9%	\$ 2,841,126	\$ 399,399	14.1%	<i>Encumbered amount is \$314,704.</i>
78 Self Insurance-Liability	\$ 550,000	\$ 1,024	0.2%	\$ 550,000	\$ 718,145	130.6%	<i>Premiums are paid in July; expenses exceed budget due to recent settlement agreement.</i>
79 EDCT Foundation	\$ 200,000	\$ 40	n/a	\$ 240,000	\$ 27,706	11.5%	
84 Workers Compensation	\$ 1,082,000	\$ 57,814	5.3%	\$ 1,082,000	\$ 538,936	49.8%	<i>Encumbered amount is \$262,560.</i>

Fiscal Year Elapsed - 22.2%



Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	6,179,607.89	58,806.37	58,806.37	.9	0.00	6,120,801.52	99.0
8600.00 STATE REVENUES	91,100,220.64	9,182,081.92	9,182,081.92	10.0	0.00	81,918,138.72	89.9
8800.00 LOCAL REVENUES	25,845,492.42	2,387,219.45	2,387,219.45	9.2	0.00	23,458,272.97	90.7
8900.00 OTHER FINANCING SOURCES	92,000.00	0.00	0.00	.0	0.00	92,000.00	100.0
TOTAL: 8000	123,217,320.95	11,628,107.74	11,628,107.74	9.4	0.00	111,589,213.21	90.5
1100.00 CONTRACT CLASSROOM INST.	16,703,619.12	1,629,061.57	1,629,061.57	9.7	0.00	15,074,557.55	90.2
1200.00 CONTRACT CERT. ADMINISTRATORS	8,968,343.86	1,385,948.81	1,385,948.81	15.4	0.00	7,582,395.05	84.5
1300.00 INSTRUCTORS DAY/HOURLY	12,216,733.52	1,540,469.61	1,540,469.61	12.6	0.00	10,676,263.91	87.3
1400.00 NON-INSTRUCTION HOURLY CERT.	2,168,450.98	313,304.34	313,304.34	14.4	0.00	1,855,146.64	85.5
TOTAL: 1000	40,057,147.48	4,868,784.33	4,868,784.33	12.1	0.00	35,188,363.15	87.8
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	19,688,785.83	3,124,962.91	3,124,962.91	15.8	0.00	16,563,822.92	84.1
2200.00 INSTRUCTIONAL AIDS	1,422,878.26	220,358.06	220,358.06	15.4	0.00	1,202,520.20	84.5
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,656,857.58	311,012.58	311,012.58	11.7	0.00	2,345,845.00	88.2
2400.00 INST AIDES-HOURLY- DIR. INSTRU	1,641,814.34	76,020.21	76,020.21	4.6	0.00	1,565,794.13	95.3
TOTAL: 2000	25,410,336.01	3,732,353.76	3,732,353.76	14.6	0.00	21,677,982.25	85.3
3100.00 CERTIFICATED RETIREMENT	3,806,150.01	454,622.01	454,622.01	11.9	0.00	3,351,528.00	88.0
3200.00 CLASSIFIED RETIREMENT	2,551,793.16	459,741.28	459,741.28	18.0	0.00	2,092,051.88	81.9
3300.00 OASDHI /FICA	2,428,371.33	359,741.47	359,741.47	14.8	0.00	2,068,629.86	85.1
3400.00 HEALTH AND WELFARE BENEFITS	9,662,904.26	1,386,400.09	1,386,400.09	14.3	0.00	8,276,504.17	85.6
3500.00 STATE UNEMPLOYMENT INSURANCE	74,090.98	4,298.36	4,298.36	5.8	0.00	69,792.62	94.1
3600.00 WORKERS COMPENSATION INSURANCE	962,654.00	154,425.00	154,425.00	16.0	0.00	808,229.00	83.9
3900.00 OTHER BENEFITS	210,035.03	46,711.62	46,711.62	22.2	0.00	163,323.41	77.7
TOTAL: 3000	19,695,998.77	2,865,939.83	2,865,939.83	14.5	0.00	16,830,058.94	85.4
4100.00 TEXTBOOKS	271,556.45	0.00	0.00	.0	121,867.70	149,688.75	55.1
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	96,455.01	15,096.79	15,096.79	15.6	4,118.84	77,239.38	80.0
4300.00 INSTRUCTIONAL SUPPLIES	428,567.90	15,727.13	15,727.13	3.6	91,356.00	321,484.77	75.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	22,898.00	0.00	0.00	.0	31.68	22,866.32	99.8
4500.00 NONINSTRUCTIONAL SUPPLIES	1,546,427.05	106,037.16	106,037.16	6.8	607,454.01	832,935.88	53.8
4700.00 FOOD SUPPLIES	130,117.92	2,571.71	2,571.71	1.9	60,028.29	67,517.92	51.8
TOTAL: 4000	2,496,022.33	139,432.79	139,432.79	5.5	884,856.52	1,471,733.02	58.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	6,457,808.12	332,100.15	332,100.15	5.1	3,024,022.17	3,101,685.80	48.0
5200.00 TRAVEL & CONFERENCE EXPENSES	1,259,049.60	110,917.42	110,917.42	8.8	238,974.42	909,157.76	72.2
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	426,846.60	81,645.27	81,645.27	19.1	52,933.83	292,267.50	68.4
5400.00 INSURANCES - DISTRICT USE	121,000.00	0.00	0.00	.0	120,331.00	669.00	.5
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	2,934,023.22	97,869.05	97,869.05	3.3	2,711,638.47	124,515.70	4.2
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	3,830,232.27	927,014.46	927,014.46	24.2	1,395,079.44	1,508,138.37	39.3
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	625,450.00	24,124.25	24,124.25	3.8	314,143.00	287,182.75	45.9
5800.00 OTHER OPERATING EXP-DIST. USE	7,289,230.01	119,700.54	119,700.54	1.6	479,826.70	6,689,702.77	91.7
TOTAL: 5000	22,943,639.82	1,693,371.14	1,693,371.14	7.3	8,336,949.03	12,913,319.65	56.2

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	110,603,144.41	13,299,881.85	13,299,881.85	12.0	9,221,805.55	88,081,457.01	79.6
6100.00 SITES & IMPROVEMENTS-DIST. USE	310,093.79	0.00	0.00	.0	164,645.00	145,448.79	46.9
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	1,618,608.49	666.50-	666.50-	.0	135,900.00	1,483,374.99	100.0
6300.00 LIBRARY BOOKS - EXPANSION	106,718.00	58,042.17	58,042.17	54.3	38,831.75	9,844.08	9.2
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	2,876,417.35	28,325.75	28,325.75	.9	257,053.71	2,591,037.89	90.0
TOTAL: 6000	4,911,837.63	85,701.42	85,701.42	1.7	596,430.46	4,229,705.75	86.1
TOTAL: 1000-6999	115,514,982.04	13,385,583.27	13,385,583.27	11.5	9,818,236.01	92,311,162.76	79.9
7300.00 INTERFUND TRANSFERS	5,750,000.00	212,318.00	212,318.00	3.6	0.00	5,537,682.00	96.3
7400.00 OTHER TRANSFERS	1,500,000.00	0.00	0.00	.0	0.00	1,500,000.00	100.0
7500.00 OTHER OUTGO-STUDENT FIN AID	45,935.78	6,997.99	6,997.99	15.2	0.00	38,937.79	84.7
7600.00 OTHER STUDENT AID	805,987.54	39,574.22	39,574.22	4.9	433,263.18	333,150.14	41.3
TOTAL: 7000	8,101,923.32	258,890.21	258,890.21	3.1	433,263.18	7,409,769.93	91.4
TOTAL: 1000-7999	123,616,905.36	13,644,473.48	13,644,473.48	11.0	10,251,499.19	99,720,932.69	80.6

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	123,217,320.95	11,628,107.74	11,628,107.74	9.4	0.00	111,589,213.21	90.5
TOTAL:	1000-5999	110,603,144.41	13,299,881.85	13,299,881.85	12.0	9,221,805.55	88,081,457.01	79.6
TOTAL:	1000-6999	115,514,982.04	13,385,583.27	13,385,583.27	11.5	9,818,236.01	92,311,162.76	79.9
TOTAL:	1000-7999	123,616,905.36	13,644,473.48	13,644,473.48	11.0	10,251,499.19	99,720,932.69	80.6
TOTAL EXPENSES	(1000 - 7999)	123,616,905.36	13,644,473.48	13,644,473.48	11.0	10,251,499.19	99,720,932.69	80.6

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	200,000.00	0.00	0.00	.0	0.00	200,000.00	100.0
8800.00 LOCAL REVENUES	23,800,000.00	0.00	0.00	.0	0.00	23,800,000.00	100.0
TOTAL: 8000	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	100.0
7100.00 DEBT RETIREMENT	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	100.0
TOTAL: 7000	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	100.0
TOTAL: 1000-7999	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	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)	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	100.0
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	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	100.0
TOTAL EXPENSES	(1000 - 7999)	24,000,000.00	0.00	0.00	.0	0.00	24,000,000.00	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	496,139.55	427,006.00	427,006.00	86.0	0.00	69,133.55	13.9
8800.00 LOCAL REVENUES	1,255,938.00	11,976.56	11,976.56	.9	0.00	1,243,961.44	99.0
8900.00 OTHER FINANCING SOURCES	3,200,000.00	0.00	0.00	.0	0.00	3,200,000.00	100.0
TOTAL: 8000	4,952,077.55	438,982.56	438,982.56	8.8	0.00	4,513,094.99	91.1
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	95,724.00	15,954.00	15,954.00	16.6	0.00	79,770.00	83.3
TOTAL: 2000	95,724.00	15,954.00	15,954.00	16.6	0.00	79,770.00	83.3
3200.00 CLASSIFIED RETIREMENT	11,340.42	1,890.06	1,890.06	16.6	0.00	9,450.36	83.3
3300.00 OASDHI/FICA	7,359.61	1,216.40	1,216.40	16.5	0.00	6,143.21	83.4
3400.00 HEALTH AND WELFARE BENEFITS	12,253.15	2,041.96	2,041.96	16.6	0.00	10,211.19	83.3
3500.00 STATE UNEMPLOYMENT INSURANCE	48.10	7.96	7.96	16.5	0.00	40.14	83.4
3600.00 WORKERS COMPENSATION INSURANCE	1,200.00	200.00	200.00	16.6	0.00	1,000.00	83.3
3900.00 OTHER BENEFITS	58.94	9.82	9.82	16.6	0.00	49.12	83.3
TOTAL: 3000	32,260.22	5,366.20	5,366.20	16.6	0.00	26,894.02	83.3
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,165,400.00	7,341.75	7,341.75	.6	213,506.25	944,552.00	81.0
5200.00 TRAVEL & CONFERENCE EXPENSES	480.00	80.00	80.00	16.6	0.00	400.00	83.3
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	46,500.00	0.00	0.00	.0	43,956.76	2,543.24	5.4
TOTAL: 5000	1,212,380.00	7,421.75	7,421.75	.6	257,463.01	947,495.24	78.1
TOTAL: 1000-5999	1,340,364.22	28,741.95	28,741.95	2.1	257,463.01	1,054,159.26	78.6
6100.00 SITES & IMPROVEMENTS-DIST. USE	1,651,437.05	0.00	0.00	.0	0.00	1,651,437.05	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	2,194,776.50	60,316.39	60,316.39	.0	1,356,719.02	898,373.87	100.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	3,710,500.00	194,437.03	194,437.03	5.2	332,858.09	3,183,204.88	85.7
TOTAL: 6000	7,556,713.55	134,120.64	134,120.64	1.7	1,689,577.11	5,733,015.80	75.8
TOTAL: 1000-6999	8,897,077.77	162,862.59	162,862.59	1.8	1,947,040.12	6,787,175.06	76.2

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)	4,952,077.55	438,982.56	438,982.56	8.8	0.00	4,513,094.99	91.1
TOTAL:	1000-5999	1,340,364.22	28,741.95	28,741.95	2.1	257,463.01	1,054,159.26	78.6
TOTAL:	1000-6999	8,897,077.77	162,862.59	162,862.59	1.8	1,947,040.12	6,787,175.06	76.2
TOTAL:	1000-7999	8,897,077.77	162,862.59	162,862.59	1.8	1,947,040.12	6,787,175.06	76.2
TOTAL EXPENSES	(1000 - 7999)	8,897,077.77	162,862.59	162,862.59	1.8	1,947,040.12	6,787,175.06	76.2

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	35,000,000.00	8,294.08	8,294.08	.0	0.00	34,991,705.92	99.9
TOTAL: 8000	35,000,000.00	8,294.08	8,294.08	.0	0.00	34,991,705.92	99.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	824,249.00	67,291.25-	67,291.25-	.0	152,038.00	739,502.25	100.0
5400.00 INSURANCES - DISTRICT USE	233,468.00	3,972.00	3,972.00	1.7	0.00	229,496.00	98.2
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	10,267.00	653.22	653.22	6.3	3,625.08	5,988.70	58.3
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	256,000.00	0.00	0.00	.0	145,550.00	110,450.00	43.1
5800.00 OTHER OPERATING EXP-DIST. USE	7,042,847.00	2,572,385.59-	2,572,385.59-	.0	24,183.33	9,591,049.26	100.0
TOTAL: 5000	8,366,831.00	2,635,051.62-	2,635,051.62-	.0	325,396.41	10,676,486.21	100.0
TOTAL: 1000-5999	8,366,831.00	2,635,051.62-	2,635,051.62-	.0	325,396.41	10,676,486.21	100.0
6100.00 SITES & IMPROVEMENTS-DIST. USE	487,020.00	0.00	0.00	.0	0.00	487,020.00	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	60,680,850.00	123,765.64-	123,765.64-	.0	44,067,182.76	16,737,432.88	100.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	5,640,026.00	62,420.11	62,420.11	1.1	1,029,371.37	4,548,234.52	80.6
TOTAL: 6000	66,807,896.00	61,345.53-	61,345.53-	.0	45,096,554.13	21,772,687.40	100.0
TOTAL: 1000-6999	75,174,727.00	2,696,397.15-	2,696,397.15-	.0	45,421,950.54	32,449,173.61	100.0

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)	35,000,000.00	8,294.08	8,294.08	.0	0.00	34,991,705.92	99.9
TOTAL:	1000-5999	8,366,831.00	2,635,051.62-	2,635,051.62-	.0	325,396.41	10,676,486.21	100.0
TOTAL:	1000-6999	75,174,727.00	2,696,397.15-	2,696,397.15-	.0	45,421,950.54	32,449,173.61	100.0
TOTAL:	1000-7999	75,174,727.00	2,696,397.15-	2,696,397.15-	.0	45,421,950.54	32,449,173.61	100.0
TOTAL EXPENSES	(1000 - 7999)	75,174,727.00	2,696,397.15-	2,696,397.15-	.0	45,421,950.54	32,449,173.61	100.0

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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	84.98	84.98	100.0	0.00	84.98-	.0
TOTAL: 8000	0.00	84.98	84.98	100.0	0.00	84.98-	.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	84.98	84.98	100.0	0.00	84.98-	.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	374,999.87	3,660.57	3,660.57	.9	0.00	371,339.30	99.0
8900.00 OTHER FINANCING SOURCES	1,500,000.00	0.00	0.00	.0	0.00	1,500,000.00	100.0
TOTAL: 8000	1,874,999.87	3,660.57	3,660.57	.1	0.00	1,871,339.30	99.8
3300.00 OASDHI /FICA	190.02	25.40	25.40	13.3	0.00	164.62	86.6
3400.00 HEALTH AND WELFARE BENEFITS	360,348.38	60,857.92	60,857.92	16.8	0.00	299,490.46	83.1
3500.00 STATE UNEMPLOYMENT INSURANCE	7.39	0.89	0.89	12.0	0.00	6.50	87.9
3900.00 OTHER BENEFITS	14,454.55	1,750.00	1,750.00	12.1	0.00	12,704.55	87.8
TOTAL: 3000	375,000.34	62,634.21	62,634.21	16.7	0.00	312,366.13	83.2
TOTAL: 1000-5999	375,000.34	62,634.21	62,634.21	16.7	0.00	312,366.13	83.2

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)	1,874,999.87	3,660.57	3,660.57	.1	0.00	1,871,339.30	99.8
TOTAL:	1000-5999	375,000.34	62,634.21	62,634.21	16.7	0.00	312,366.13	83.2
TOTAL:	1000-6999	375,000.34	62,634.21	62,634.21	16.7	0.00	312,366.13	83.2
TOTAL:	1000-7999	375,000.34	62,634.21	62,634.21	16.7	0.00	312,366.13	83.2
TOTAL EXPENSES	(1000 - 7999)	375,000.34	62,634.21	62,634.21	16.7	0.00	312,366.13	83.2

Fund: 69 EMPL LOAD BANKING TRUST FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	0.09	0.09	100.0	0.00	0.09-	.0
TOTAL: 8000	0.00	0.09	0.09	100.0	0.00	0.09-	.0

Fund: 69 EMPL LOAD BANKING TRUST FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	0.09	0.09	100.0	0.00	0.09-	.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	%
8100.00 FEDERAL HEA REVENUES	146,820.00	14,612.87	14,612.87	9.9	0.00	132,207.13	90.0
8600.00 STATE REVENUES	2,362,093.00	8,396.84	8,396.84	.3	0.00	2,353,696.16	99.6
8800.00 LOCAL REVENUES	180,000.00	8,853.03	8,853.03	4.9	0.00	171,146.97	95.0
8900.00 OTHER FINANCING SOURCES	0.00	162,318.00	162,318.00	100.0	0.00	162,318.00-	.0
TOTAL: 8000	2,688,913.00	194,180.74	194,180.74	7.2	0.00	2,494,732.26	92.7
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,339,466.26	184,602.20	184,602.20	13.7	0.00	1,154,864.06	86.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	290,667.00	49,438.72	49,438.72	17.0	0.00	241,228.28	82.9
TOTAL: 2000	1,630,133.26	234,040.92	234,040.92	14.3	0.00	1,396,092.34	85.6
3100.00 CERTIFICATED RETIREMENT	0.00	4,404.68	4,404.68	100.0	0.00	4,404.68-	.0
3200.00 CLASSIFIED RETIREMENT	137,483.14	17,047.45	17,047.45	12.3	0.00	120,435.69	87.6
3300.00 OASDHI/FICA	104,739.72	11,925.93	11,925.93	11.3	0.00	92,813.79	88.6
3400.00 HEALTH AND WELFARE BENEFITS	433,552.32	69,322.19	69,322.19	15.9	0.00	364,230.13	84.0
3500.00 STATE UNEMPLOYMENT INSURANCE	667.93	101.28	101.28	15.1	0.00	566.65	84.8
3600.00 WORKERS COMPENSATION INSURANCE	49,500.00	8,500.00	8,500.00	17.1	0.00	41,000.00	82.8
3900.00 OTHER BENEFITS	17,431.44	2,380.68	2,380.68	13.6	0.00	15,050.76	86.3
TOTAL: 3000	743,374.55	113,682.21	113,682.21	15.2	0.00	629,692.34	84.7
4300.00 INSTRUCTIONAL SUPPLIES	24,000.00	0.00	0.00	.0	17,447.20	6,552.80	27.3
4500.00 NONINSTRUCTIONAL SUPPLIES	60,250.00	6,796.33	6,796.33	11.2	44,127.52	9,326.15	15.4
4700.00 FOOD SUPPLIES	115,447.00	19,665.60	19,665.60	17.0	91,084.40	4,697.00	4.0
TOTAL: 4000	199,697.00	26,461.93	26,461.93	13.2	152,659.12	20,575.95	10.3
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	11,208.00	370.67	370.67	3.3	0.00	10,837.33	96.6
5800.00 OTHER OPERATING EXP-DIST. USE	95,800.21	0.00	0.00	.0	605.00	95,195.21	99.3
TOTAL: 5000	107,008.21	370.67	370.67	.3	605.00	106,032.54	99.0
TOTAL: 1000-5999	2,680,213.02	374,555.73	374,555.73	13.9	153,264.12	2,152,393.17	80.3
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	8,700.00	0.00	0.00	.0	0.00	8,700.00	100.0
TOTAL: 6000	8,700.00	0.00	0.00	.0	0.00	8,700.00	100.0
TOTAL: 1000-6999	2,688,913.02	374,555.73	374,555.73	13.9	153,264.12	2,161,093.17	80.3

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)	2,688,913.00	194,180.74	194,180.74	7.2	0.00	2,494,732.26	92.7
TOTAL:	1000-5999	2,680,213.02	374,555.73	374,555.73	13.9	153,264.12	2,152,393.17	80.3
TOTAL:	1000-6999	2,688,913.02	374,555.73	374,555.73	13.9	153,264.12	2,161,093.17	80.3
TOTAL:	1000-7999	2,688,913.02	374,555.73	374,555.73	13.9	153,264.12	2,161,093.17	80.3
TOTAL EXPENSES	(1000 - 7999)	2,688,913.02	374,555.73	374,555.73	13.9	153,264.12	2,161,093.17	80.3

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	293,352.00	140,365.86	140,365.86	47.8	0.00	152,986.14	52.1
TOTAL: 8000	293,352.00	140,365.86	140,365.86	47.8	0.00	152,986.14	52.1
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	99,245.36	19,612.50	19,612.50	19.7	0.00	79,632.86	80.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	54,000.00	4,230.70	4,230.70	7.8	0.00	49,769.30	92.1
TOTAL: 2000	153,245.36	23,843.20	23,843.20	15.5	0.00	129,402.16	84.4
3200.00 CLASSIFIED RETIREMENT	11,662.82	2,323.50	2,323.50	19.9	0.00	9,339.32	80.0
3300.00 OASDHI/FICA	7,592.26	1,468.44	1,468.44	19.3	0.00	6,123.82	80.6
3400.00 HEALTH AND WELFARE BENEFITS	35,493.34	5,104.90	5,104.90	14.3	0.00	30,388.44	85.6
3500.00 STATE UNEMPLOYMENT INSURANCE	49.62	9.59	9.59	19.3	0.00	40.03	80.6
3600.00 WORKERS COMPENSATION INSURANCE	3,000.00	500.00	500.00	16.6	0.00	2,500.00	83.3
3900.00 OTHER BENEFITS	147.36	24.56	24.56	16.6	0.00	122.80	83.3
TOTAL: 3000	57,945.40	9,430.99	9,430.99	16.2	0.00	48,514.41	83.7
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	20,500.00	0.00	0.00	.0	0.00	20,500.00	100.0
TOTAL: 4000	22,500.00	0.00	0.00	.0	0.00	22,500.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	9,661.24	0.00	0.00	.0	0.00	9,661.24	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	50,000.00	0.00	0.00	.0	0.00	50,000.00	100.0
TOTAL: 5000	59,661.24	0.00	0.00	.0	0.00	59,661.24	100.0
TOTAL: 1000-5999	293,352.00	33,274.19	33,274.19	11.3	0.00	260,077.81	88.6

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)	293,352.00	140,365.86	140,365.86	47.8	0.00	152,986.14	52.1
TOTAL:	1000-5999	293,352.00	33,274.19	33,274.19	11.3	0.00	260,077.81	88.6
TOTAL:	1000-6999	293,352.00	33,274.19	33,274.19	11.3	0.00	260,077.81	88.6
TOTAL:	1000-7999	293,352.00	33,274.19	33,274.19	11.3	0.00	260,077.81	88.6
TOTAL EXPENSES	(1000 - 7999)	293,352.00	33,274.19	33,274.19	11.3	0.00	260,077.81	88.6

Fund: 74 KVCR FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	4,125,992.05	165,233.98	165,233.98	4.0	0.00	3,960,758.07	95.9
8900.00 OTHER FINANCING SOURCES	1,734,584.00	50,000.00	50,000.00	2.8	0.00	1,684,584.00	97.1
TOTAL: 8000	5,860,576.05	215,233.98	215,233.98	3.6	0.00	5,645,342.07	96.3
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,464,324.07	223,267.66	223,267.66	15.2	0.00	1,241,056.41	84.7
2300.00 NON-INSTRUCTION HOURLY CLASS.	555,100.00	52,818.95	52,818.95	9.5	0.00	502,281.05	90.4
TOTAL: 2000	2,019,424.07	276,086.61	276,086.61	13.6	0.00	1,743,337.46	86.3
3200.00 CLASSIFIED RETIREMENT	171,714.10	29,211.16	29,211.16	17.0	0.00	142,502.94	82.9
3300.00 OASDHI/FICA	112,043.73	21,919.11	21,919.11	19.5	0.00	90,124.62	80.4
3400.00 HEALTH AND WELFARE BENEFITS	322,086.42	38,983.59	38,983.59	12.1	0.00	283,102.83	87.8
3500.00 STATE UNEMPLOYMENT INSURANCE	732.32	149.53	149.53	20.4	0.00	582.79	79.5
3600.00 WORKERS COMPENSATION INSURANCE	32,625.00	4,687.50	4,687.50	14.3	0.00	27,937.50	85.6
3900.00 OTHER BENEFITS	12,852.54	1,727.36	1,727.36	13.4	0.00	11,125.18	86.5
TOTAL: 3000	652,054.11	96,678.25	96,678.25	14.8	0.00	555,375.86	85.1
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	300.00	0.00	0.00	.0	0.00	300.00	100.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	3,000.00	0.00	0.00	.0	0.00	3,000.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	46,700.00	4,728.57	4,728.57	10.1	21,146.57	20,824.86	44.5
TOTAL: 4000	50,000.00	4,728.57	4,728.57	9.4	21,146.57	24,124.86	48.2
5100.00 PERSON&CONSULTANT SVC-DIST USE	111,579.00	9,913.70	9,913.70	8.8	31,760.00	69,905.30	62.6
5200.00 TRAVEL & CONFERENCE EXPENSES	73,900.00	3,933.01	3,933.01	5.3	14,025.44	55,941.55	75.6
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	79,915.00	8,273.03	8,273.03	10.3	23,934.11	47,707.86	59.6
5400.00 INSURANCES - DISTRICT USE	10,500.00	0.00	0.00	.0	0.00	10,500.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	206,808.00	22,107.64	22,107.64	10.6	144,296.03	40,404.33	19.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	457,769.00	64,867.75	64,867.75	14.1	212,227.59	180,673.66	39.4
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	142,000.00	13,118.75	13,118.75	9.2	81,190.67	47,690.58	33.5
5800.00 OTHER OPERATING EXP-DIST. USE	1,767,459.05	100,741.05	100,741.05	5.6	776,311.76	890,406.24	50.3
TOTAL: 5000	2,849,930.05	222,954.93	222,954.93	7.8	1,283,745.60	1,343,229.52	47.1
TOTAL: 1000-5999	5,571,408.23	600,448.36	600,448.36	10.7	1,304,892.17	3,666,067.70	65.8
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	153,168.00	6,094.42	6,094.42	3.9	3,047.00	144,026.58	94.0
TOTAL: 6000	153,168.00	6,094.42	6,094.42	3.9	3,047.00	144,026.58	94.0
TOTAL: 1000-6999	5,724,576.23	606,542.78	606,542.78	10.5	1,307,939.17	3,810,094.28	66.5
7200.00 INTRAFUND TRANSFERS OUT	56,000.00	0.00	0.00	.0	0.00	56,000.00	100.0
7300.00 INTERFUND TRANSFERS	80,000.00	0.00	0.00	.0	0.00	80,000.00	100.0
TOTAL: 7000	136,000.00	0.00	0.00	.0	0.00	136,000.00	100.0
TOTAL: 1000-7999	5,860,576.23	606,542.78	606,542.78	10.3	1,307,939.17	3,946,094.28	67.3

Fund: 74 KVCR FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	5,860,576.05	215,233.98	215,233.98	3.6	0.00	5,645,342.07	96.3
TOTAL:	1000-5999	5,571,408.23	600,448.36	600,448.36	10.7	1,304,892.17	3,666,067.70	65.8
TOTAL:	1000-6999	5,724,576.23	606,542.78	606,542.78	10.5	1,307,939.17	3,810,094.28	66.5
TOTAL:	1000-7999	5,860,576.23	606,542.78	606,542.78	10.3	1,307,939.17	3,946,094.28	67.3
TOTAL EXPENSES	(1000 - 7999)	5,860,576.23	606,542.78	606,542.78	10.3	1,307,939.17	3,946,094.28	67.3

Fund: 76 KVCR EDUCATIONAL FOUNDATION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	2,785,125.91	282,101.01	282,101.01	10.1	0.00	2,503,024.90	89.8
8900.00 OTHER FINANCING SOURCES	56,000.00	0.00	0.00	.0	0.00	56,000.00	100.0
TOTAL: 8000	2,841,125.91	282,101.01	282,101.01	9.9	0.00	2,559,024.90	90.0
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	258,115.97	13,471.62	13,471.62	5.2	0.00	244,644.35	94.7
2300.00 NON-INSTRUCTION HOURLY CLASS.	200,250.00	21,245.00	21,245.00	10.6	0.00	179,005.00	89.3
TOTAL: 2000	458,365.97	34,716.62	34,716.62	7.5	0.00	423,649.35	92.4
3200.00 CLASSIFIED RETIREMENT	30,430.91	3,760.13	3,760.13	12.3	0.00	26,670.78	87.6
3300.00 OASDHI/FICA	19,722.92	2,753.42	2,753.42	13.9	0.00	16,969.50	86.0
3400.00 HEALTH AND WELFARE BENEFITS	110,670.02	2,577.82	2,577.82	2.3	0.00	108,092.20	97.6
3500.00 STATE UNEMPLOYMENT INSURANCE	128.91	21.81	21.81	16.9	0.00	107.10	83.0
3600.00 WORKERS COMPENSATION INSURANCE	4,875.00	312.50	312.50	6.4	0.00	4,562.50	93.5
3900.00 OTHER BENEFITS	989.46	15.34	15.34	1.5	0.00	974.12	98.4
TOTAL: 3000	166,817.22	9,441.02	9,441.02	5.6	0.00	157,376.20	94.3
4500.00 NONINSTRUCTIONAL SUPPLIES	15,500.00	41.60	41.60	.2	1,202.57	14,255.83	91.9
TOTAL: 4000	15,500.00	41.60	41.60	.2	1,202.57	14,255.83	91.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	296,000.00	31,376.47	31,376.47	10.6	131,844.54	132,778.99	44.8
5200.00 TRAVEL & CONFERENCE EXPENSES	1,300.00	0.00	0.00	.0	0.00	1,300.00	100.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	53,500.00	0.00	0.00	.0	10,000.00	43,500.00	81.3
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	23,500.00	424.83	424.83	1.8	3,450.84	19,624.33	83.5
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	16,883.00	0.00	0.00	.0	9,000.00	7,883.00	46.6
5800.00 OTHER OPERATING EXP-DIST. USE	365,675.91	8,694.23	8,694.23	2.3	159,206.25	197,775.43	54.0
TOTAL: 5000	756,858.91	40,495.53	40,495.53	5.3	313,501.63	402,861.75	53.2
TOTAL: 1000-5999	1,397,542.10	84,694.77	84,694.77	6.0	314,704.20	998,143.13	71.4
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	9,000.00	0.00	0.00	.0	0.00	9,000.00	100.0
TOTAL: 6000	9,000.00	0.00	0.00	.0	0.00	9,000.00	100.0
TOTAL: 1000-6999	1,406,542.10	84,694.77	84,694.77	6.0	314,704.20	1,007,143.13	71.6
7200.00 INTRAFUND TRANSFERS OUT	1,434,584.00	0.00	0.00	.0	0.00	1,434,584.00	100.0
TOTAL: 7000	1,434,584.00	0.00	0.00	.0	0.00	1,434,584.00	100.0
TOTAL: 1000-7999	2,841,126.10	84,694.77	84,694.77	2.9	314,704.20	2,441,727.13	85.9

Fund: 76 KVCR EDUCATIONAL FOUNDATION SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,841,125.91	282,101.01	282,101.01	9.9	0.00	2,559,024.90	90.0
TOTAL:	1000-5999	1,397,542.10	84,694.77	84,694.77	6.0	314,704.20	998,143.13	71.4
TOTAL:	1000-6999	1,406,542.10	84,694.77	84,694.77	6.0	314,704.20	1,007,143.13	71.6
TOTAL:	1000-7999	2,841,126.10	84,694.77	84,694.77	2.9	314,704.20	2,441,727.13	85.9
TOTAL EXPENSES	(1000 - 7999)	2,841,126.10	84,694.77	84,694.77	2.9	314,704.20	2,441,727.13	85.9

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	0.00	1,024.24	1,024.24	100.0	0.00	1,024.24-	.0
8900.00 OTHER FINANCING SOURCES	550,000.00	0.00	0.00	.0	0.00	550,000.00	100.0
TOTAL: 8000	550,000.00	1,024.24	1,024.24	.1	0.00	548,975.76	99.8
5100.00 PERSON&CONSULTANT SVC-DIST USE	20,000.00	0.00	0.00	.0	10,000.00	10,000.00	50.0
5400.00 INSURANCES - DISTRICT USE	450,000.00	454,810.00	454,810.00	100.0	0.00	4,810.00-	.0
5800.00 OTHER OPERATING EXP-DIST. USE	80,000.00	181,496.29	181,496.29	100.0	71,838.71	173,335.00-	.0
TOTAL: 5000	550,000.00	636,306.29	636,306.29	100.0	81,838.71	168,145.00-	.0
TOTAL: 1000-5999	550,000.00	636,306.29	636,306.29	100.0	81,838.71	168,145.00-	.0

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)	550,000.00	1,024.24	1,024.24	.1	0.00	548,975.76	99.8
TOTAL:	1000-5999	550,000.00	636,306.29	636,306.29	100.0	81,838.71	168,145.00-	.0
TOTAL:	1000-6999	550,000.00	636,306.29	636,306.29	100.0	81,838.71	168,145.00-	.0
TOTAL:	1000-7999	550,000.00	636,306.29	636,306.29	100.0	81,838.71	168,145.00-	.0
TOTAL EXPENSES	(1000 - 7999)	550,000.00	636,306.29	636,306.29	100.0	81,838.71	168,145.00-	.0

Fund: 79 EDCT FOUNDATION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	39.56	39.56	100.0	0.00	39.56-	.0
8900.00 OTHER FINANCING SOURCES	200,000.00	0.00	0.00	.0	0.00	200,000.00	100.0
TOTAL: 8000	200,000.00	39.56	39.56	.0	0.00	199,960.44	99.9
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	93,762.00	16,345.48	16,345.48	17.4	0.00	77,416.52	82.5
2300.00 NON-INSTRUCTION HOURLY CLASS.	15,000.00	0.00	0.00	.0	0.00	15,000.00	100.0
TOTAL: 2000	108,762.00	16,345.48	16,345.48	15.0	0.00	92,416.52	84.9
3200.00 CLASSIFIED RETIREMENT	11,107.98	1,936.45	1,936.45	17.4	0.00	9,171.53	82.5
3300.00 OASDHI/FICA	7,172.79	1,237.40	1,237.40	17.2	0.00	5,935.39	82.7
3400.00 HEALTH AND WELFARE BENEFITS	20,316.44	2,552.45	2,552.45	12.5	0.00	17,763.99	87.4
3500.00 STATE UNEMPLOYMENT INSURANCE	46.88	8.09	8.09	17.2	0.00	38.79	82.7
3600.00 WORKERS COMPENSATION INSURANCE	1,500.00	250.00	250.00	16.6	0.00	1,250.00	83.3
3900.00 OTHER BENEFITS	73.68	12.28	12.28	16.6	0.00	61.40	83.3
TOTAL: 3000	40,217.77	5,996.67	5,996.67	14.9	0.00	34,221.10	85.0
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	453.00	0.00	0.00	.0	0.00	453.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	2,000.00	0.00	0.00	.0	1,762.90	237.10	11.8
TOTAL: 4000	2,453.00	0.00	0.00	.0	1,762.90	690.10	28.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	20,000.00	0.00	0.00	.0	0.00	20,000.00	100.0
5200.00 TRAVEL & CONFERENCE EXPENSES	9,100.00	1,045.00	1,045.00	11.4	2,042.00	6,013.00	66.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	4,000.00	0.00	0.00	.0	0.00	4,000.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	12,267.00	0.00	0.00	.0	334.05	11,932.95	97.2
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	14,200.00	0.00	0.00	.0	0.00	14,200.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	27,000.00	0.00	0.00	.0	180.00	26,820.00	99.3
TOTAL: 5000	86,567.00	1,045.00	1,045.00	1.2	2,556.05	82,965.95	95.8
TOTAL: 1000-5999	237,999.77	23,387.15	23,387.15	9.8	4,318.95	210,293.67	88.3
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
TOTAL: 6000	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
TOTAL: 1000-6999	239,999.77	23,387.15	23,387.15	9.7	4,318.95	212,293.67	88.4

Fund: 79 EDCT FOUNDATION

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	200,000.00	39.56	39.56	.0	0.00	199,960.44	99.9
TOTAL:	1000-5999	237,999.77	23,387.15	23,387.15	9.8	4,318.95	210,293.67	88.3
TOTAL:	1000-6999	239,999.77	23,387.15	23,387.15	9.7	4,318.95	212,293.67	88.4
TOTAL:	1000-7999	239,999.77	23,387.15	23,387.15	9.7	4,318.95	212,293.67	88.4
TOTAL EXPENSES	(1000 - 7999)	239,999.77	23,387.15	23,387.15	9.7	4,318.95	212,293.67	88.4

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,082,000.00	57,813.80	57,813.80	5.3	0.00	1,024,186.20	94.6
TOTAL: 8000	1,082,000.00	57,813.80	57,813.80	5.3	0.00	1,024,186.20	94.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	260,000.00	45,464.55	45,464.55	17.4	207,795.45	6,740.00	2.5
5400.00 INSURANCES - DISTRICT USE	167,000.00	140,983.00	140,983.00	84.4	26,017.00	0.00	.0
5800.00 OTHER OPERATING EXP-DIST. USE	655,000.00	89,928.22	89,928.22	13.7	28,747.07	536,324.71	81.8
TOTAL: 5000	1,082,000.00	276,375.77	276,375.77	25.5	262,559.52	543,064.71	50.1
TOTAL: 1000-5999	1,082,000.00	276,375.77	276,375.77	25.5	262,559.52	543,064.71	50.1

Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDING/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,082,000.00	57,813.80	57,813.80	5.3	0.00	1,024,186.20	94.6
TOTAL:	1000-5999	1,082,000.00	276,375.77	276,375.77	25.5	262,559.52	543,064.71	50.1
TOTAL:	1000-6999	1,082,000.00	276,375.77	276,375.77	25.5	262,559.52	543,064.71	50.1
TOTAL:	1000-7999	1,082,000.00	276,375.77	276,375.77	25.5	262,559.52	543,064.71	50.1
TOTAL EXPENSES	(1000 - 7999)	1,082,000.00	276,375.77	276,375.77	25.5	262,559.52	543,064.71	50.1

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	30,000.00	0.00	0.00	.0	0.00	30,000.00	100.0
8600.00 STATE REVENUES	41,373,491.00	2,457,285.66	2,457,285.66	5.9	0.00	38,916,205.34	94.0
8800.00 LOCAL REVENUES	12,519,326.00	229,204.75	229,204.75	1.8	0.00	12,290,121.25	98.1
TOTAL: 8000	53,922,817.00	2,686,490.41	2,686,490.41	4.9	0.00	51,236,326.59	95.0
1100.00 CONTRACT CLASSROOM INST.	11,357,640.16	1,079,062.20	1,079,062.20	9.5	0.00	10,278,577.96	90.4
1200.00 CONTRACT CERT. ADMINI STRATORS	3,652,569.92	573,939.80	573,939.80	15.7	0.00	3,078,630.12	84.2
1300.00 INSTRUCTORS DAY/HOURLY	8,402,593.52	1,080,728.10	1,080,728.10	12.8	0.00	7,321,865.42	87.1
1400.00 NON-INSTRUCTION HOURLY CERT.	407,092.08	26,852.00	26,852.00	6.5	0.00	380,240.08	93.4
TOTAL: 1000	23,819,895.68	2,760,582.10	2,760,582.10	11.5	0.00	21,059,313.58	88.4
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	6,529,955.89	1,100,116.32	1,100,116.32	16.8	0.00	5,429,839.57	83.1
2200.00 INSTRUCTIONAL AIDS	823,108.92	127,325.05	127,325.05	15.4	0.00	695,783.87	84.5
2300.00 NON-INSTRUCTION HOURLY CLASS.	338,150.00	46,556.66	46,556.66	13.7	0.00	291,593.34	86.2
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	235,792.00	13,381.96	13,381.96	5.6	0.00	222,410.04	94.3
TOTAL: 2000	7,927,006.81	1,287,379.99	1,287,379.99	16.2	0.00	6,639,626.82	83.7
3100.00 CERTIFICATED RETIREMENT	2,366,759.29	260,494.36	260,494.36	11.0	0.00	2,106,264.93	88.9
3200.00 CLASSIFIED RETIREMENT	876,828.52	161,591.24	161,591.24	18.4	0.00	715,237.28	81.5
3300.00 OASDHI /FICA	981,595.10	146,925.01	146,925.01	14.9	0.00	834,670.09	85.0
3400.00 HEALTH AND WELFARE BENEFITS	4,411,439.72	671,790.86	671,790.86	15.2	0.00	3,739,648.86	84.7
3500.00 STATE UNEMPLOYMENT INSURANCE	14,973.57	2,015.20	2,015.20	13.4	0.00	12,958.37	86.5
3600.00 WORKERS COMPENSATION INSURANCE	452,230.50	73,939.68	73,939.68	16.3	0.00	378,290.82	83.6
3900.00 OTHER BENEFITS	90,513.55	16,431.83	16,431.83	18.1	0.00	74,081.72	81.8
TOTAL: 3000	9,194,340.25	1,333,188.18	1,333,188.18	14.5	0.00	7,861,152.07	85.4
4100.00 TEXTBOOKS	3,273.00	0.00	0.00	.0	0.00	3,273.00	100.0
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	7,030.55	463.70	463.70	6.5	592.86	5,973.99	84.9
4300.00 INSTRUCTIONAL SUPPLIES	37,134.00	137.79	137.79	.0	10,986.77	26,285.02	100.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	7,795.00	0.00	0.00	.0	0.00	7,795.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	520,225.35	37,305.89	37,305.89	7.1	250,636.77	232,282.69	44.6
4700.00 FOOD SUPPLIES	12,000.00	0.00	0.00	.0	12,000.00	0.00	.0
TOTAL: 4000	587,457.90	37,631.80	37,631.80	6.4	274,216.40	275,609.70	46.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	949,294.15	13,403.60	13,403.60	1.4	595,213.39	340,677.16	35.8
5200.00 TRAVEL & CONFERENCE EXPENSES	169,026.90	13,668.96	13,668.96	8.0	27,481.83	127,876.11	75.6
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	203,066.00	19,591.62	19,591.62	9.6	22,372.14	161,102.24	79.3
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	1,842,085.00	11,994.17	11,994.17	.6	1,746,375.02	83,715.81	4.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	1,121,867.60	146,906.25	146,906.25	13.0	480,218.56	494,742.79	44.0
5800.00 OTHER OPERATING EXP-DIST. USE	269,168.00	29,627.32	29,627.32	11.0	131,989.98	107,550.70	39.9
TOTAL: 5000	4,554,507.65	235,191.92	235,191.92	5.1	3,003,650.92	1,315,664.81	28.8
TOTAL: 1000-5999	46,083,208.29	5,653,973.99	5,653,973.99	12.2	3,277,867.32	37,151,366.98	80.6
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	172,156.60	8,837.24	8,837.24	5.1	12,096.48	151,222.88	87.8

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 6000	172,156.60	8,837.24	8,837.24	5.1	12,096.48	151,222.88	87.8
TOTAL: 1000-6999	46,255,364.89	5,662,811.23	5,662,811.23	12.2	3,289,963.80	37,302,589.86	80.6
7300.00 INTERFUND TRANSFERS	0.00	162,318.00	162,318.00	100.0	0.00	162,318.00-	.0
TOTAL: 7000	0.00	162,318.00	162,318.00	100.0	0.00	162,318.00-	.0
TOTAL: 1000-7999	46,255,364.89	5,825,129.23	5,825,129.23	12.5	3,289,963.80	37,140,271.86	80.2

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	53,922,817.00	2,686,490.41	2,686,490.41	4.9	0.00	51,236,326.59	95.0
TOTAL:	1000-5999	46,083,208.29	5,653,973.99	5,653,973.99	12.2	3,277,867.32	37,151,366.98	80.6
TOTAL:	1000-6999	46,255,364.89	5,662,811.23	5,662,811.23	12.2	3,289,963.80	37,302,589.86	80.6
TOTAL:	1000-7999	46,255,364.89	5,825,129.23	5,825,129.23	12.5	3,289,963.80	37,140,271.86	80.2
TOTAL EXPENSES	(1000 - 7999)	46,255,364.89	5,825,129.23	5,825,129.23	12.5	3,289,963.80	37,140,271.86	80.2

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	1,667,995.00	45,151.86	45,151.86	2.7	1,356,719.02	266,124.12	15.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	74,000.00	0.00	0.00	.0	0.00	74,000.00	100.0
TOTAL: 6000	1,741,995.00	45,151.86	45,151.86	2.5	1,356,719.02	340,124.12	19.5
TOTAL: 1000-6999	1,741,995.00	45,151.86	45,151.86	2.5	1,356,719.02	340,124.12	19.5

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	1,741,995.00	45,151.86	45,151.86	2.5	1,356,719.02	340,124.12	19.5
TOTAL:	1000-7999	1,741,995.00	45,151.86	45,151.86	2.5	1,356,719.02	340,124.12	19.5
TOTAL EXPENSES	(1000 - 7999)	1,741,995.00	45,151.86	45,151.86	2.5	1,356,719.02	340,124.12	19.5

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	20,659,568.00	1,153,156.35	1,153,156.35	5.5	0.00	19,506,411.65	94.4
8800.00 LOCAL REVENUES	6,050,183.43	180,197.69	180,197.69	2.9	0.00	5,869,985.74	97.0
TOTAL: 8000	26,709,751.43	1,333,354.04	1,333,354.04	4.9	0.00	25,376,397.39	95.0
1100.00 CONTRACT CLASSROOM INST.	5,018,143.16	549,999.37	549,999.37	10.9	0.00	4,468,143.79	89.0
1200.00 CONTRACT CERT. ADMINISTRATORS	2,613,956.83	424,330.41	424,330.41	16.2	0.00	2,189,626.42	83.7
1300.00 INSTRUCTORS DAY/HOURLY	3,512,637.50	458,313.51	458,313.51	13.0	0.00	3,054,323.99	86.9
1400.00 NON-INSTRUCTION HOURLY CERT.	310,273.00	21,344.00	21,344.00	6.8	0.00	288,929.00	93.1
TOTAL: 1000	11,455,010.49	1,453,987.29	1,453,987.29	12.6	0.00	10,001,023.20	87.3
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	3,595,117.17	636,401.91	636,401.91	17.7	0.00	2,958,715.26	82.2
2200.00 INSTRUCTIONAL AIDS	584,299.41	90,568.13	90,568.13	15.5	0.00	493,731.28	84.4
2300.00 NON-INSTRUCTION HOURLY CLASS.	214,605.00	32,321.84	32,321.84	15.0	0.00	182,283.16	84.9
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	382,085.00	8,366.00	8,366.00	2.1	0.00	373,719.00	97.8
TOTAL: 2000	4,776,106.58	767,657.88	767,657.88	16.0	0.00	4,008,448.70	83.9
3100.00 CERTIFICATED RETIREMENT	1,139,485.85	133,642.46	133,642.46	11.7	0.00	1,005,843.39	88.2
3200.00 CLASSIFIED RETIREMENT	522,453.52	124,460.80	124,460.80	23.8	0.00	397,992.72	76.1
3300.00 OASDI/FICA	574,172.46	85,388.54	85,388.54	14.8	0.00	488,783.92	85.1
3400.00 HEALTH AND WELFARE BENEFITS	2,205,193.07	357,314.89	357,314.89	16.2	0.00	1,847,878.18	83.7
3500.00 STATE UNEMPLOYMENT INSURANCE	7,669.26	1,114.89	1,114.89	14.5	0.00	6,554.37	85.4
3600.00 WORKERS COMPENSATION INSURANCE	229,168.75	39,994.57	39,994.57	17.4	0.00	189,174.18	82.5
3900.00 OTHER BENEFITS	45,381.78	8,370.27	8,370.27	18.4	0.00	37,011.51	81.5
TOTAL: 3000	4,723,524.69	750,286.42	750,286.42	15.8	0.00	3,973,238.27	84.1
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	4,363.79	1,612.19	1,612.19	36.9	1,277.65	1,473.95	33.7
4300.00 INSTRUCTIONAL SUPPLIES	45,735.00	8,164.00	8,164.00	17.8	5,767.11	31,803.89	69.5
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	1,825.00	0.00	0.00	.0	31.68	1,793.32	98.2
4500.00 NONINSTRUCTIONAL SUPPLIES	175,014.71	24,443.46	24,443.46	13.9	83,375.51	67,195.74	38.3
TOTAL: 4000	226,938.50	34,219.65	34,219.65	15.0	90,451.95	102,266.90	45.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	49,405.00	2,982.40	2,982.40	6.0	16,258.72	30,163.88	61.0
5200.00 TRAVEL & CONFERENCE EXPENSES	104,276.00	8,804.19	8,804.19	8.4	11,672.26	83,799.55	80.3
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	38,490.00	17,675.81	17,675.81	45.9	2,531.69	18,282.50	47.4
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	816,145.00	52,434.55	52,434.55	6.4	775,157.95	11,447.50	.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	414,786.84	94,933.96	94,933.96	22.8	203,576.10	116,276.78	28.0
5800.00 OTHER OPERATING EXP-DIST. USE	543,910.43	25,822.80	25,822.80	4.7	16,546.74	501,540.89	92.2
TOTAL: 5000	1,967,013.27	202,653.71	202,653.71	10.3	1,025,743.46	738,616.10	37.5
TOTAL: 1000-5999	23,148,593.53	3,208,804.95	3,208,804.95	13.8	1,116,195.41	18,823,593.17	81.3
6300.00 LIBRARY BOOKS - EXPANSION	0.00	3,028.72	3,028.72	.0	0.00	3,028.72	100.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	41,065.00	0.00	0.00	.0	6,449.67	34,615.33	84.2
TOTAL: 6000	41,065.00	3,028.72	3,028.72	.0	6,449.67	37,644.05	100.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-6999	23,189,658.53	3,205,776.23	3,205,776.23	13.8	1,122,645.08	18,861,237.22	81.3

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	26,709,751.43	1,333,354.04	1,333,354.04	4.9	0.00	25,376,397.39	95.0
TOTAL:	1000-5999	23,148,593.53	3,208,804.95	3,208,804.95	13.8	1,116,195.41	18,823,593.17	81.3
TOTAL:	1000-6999	23,189,658.53	3,205,776.23	3,205,776.23	13.8	1,122,645.08	18,861,237.22	81.3
TOTAL:	1000-7999	23,189,658.53	3,205,776.23	3,205,776.23	13.8	1,122,645.08	18,861,237.22	81.3
TOTAL EXPENSES	(1000 - 7999)	23,189,658.53	3,205,776.23	3,205,776.23	13.8	1,122,645.08	18,861,237.22	81.3

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	15,500.00	0.00	0.00	.0	12,956.76	2,543.24	16.4
TOTAL: 5000	15,500.00	0.00	0.00	.0	12,956.76	2,543.24	16.4
TOTAL: 1000-5999	15,500.00	0.00	0.00	.0	12,956.76	2,543.24	16.4
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	122,500.00	105,369.25-	105,369.25-	.0	0.00	227,869.25	100.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	86,500.00	17,716.32	17,716.32	20.4	48,714.02	20,069.66	23.2
TOTAL: 6000	209,000.00	87,652.93-	87,652.93-	.0	48,714.02	247,938.91	100.0
TOTAL: 1000-6999	224,500.00	87,652.93-	87,652.93-	.0	61,670.78	250,482.15	100.0

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)	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-5999	15,500.00	0.00	0.00	.0	12,956.76	2,543.24	16.4
TOTAL:	1000-6999	224,500.00	87,652.93-	87,652.93-	.0	61,670.78	250,482.15	100.0
TOTAL:	1000-7999	224,500.00	87,652.93-	87,652.93-	.0	61,670.78	250,482.15	100.0
TOTAL EXPENSES	(1000 - 7999)	224,500.00	87,652.93-	87,652.93-	.0	61,670.78	250,482.15	100.0

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey Nikac, Executive Assistant

DATE: October 8, 2015

SUBJECT: CCS Accomplishments

RECOMMENDATION

Attached is a written report in lieu of the presentation that was scheduled to be made to the Board of Trustees. This item is for information only. No action is required.

OVERVIEW

CCS has provided a summary of the deliverables associated with each contract and activities and status against each of those deliverables; and has recommended next steps for each Foundation as it looks at the important development-related activities in the coming months.

ANALYSIS

In June 2014, CCS was contracted to provide professional interim development management services to assist SBVC Foundation in support of their development program. Priorities were established to include recruitment, hiring and training a new Director of Development and Community Relations, developing a comprehensive, multi-year development (fundraising) plan, building the database, raising money through major gift solicitations, more adequately thank and recognize Foundation donors, creating new Board expectations, advise on expanding the Board and volunteer engagement, creation of a Development Committee and specific policies related to gift acceptance and gift crediting, and increase communication about the Foundation, its needs, and its impact. The contract was terminated in May 2015.

In August 2014, CCS was contracted to provide interim management services to guide and advise on KVCR's development program. Priorities included CCS to develop a comprehensive multi-year development (fundraising) plan, prepare an annual case for support for key funding priorities, guide and advise on major gift solicitations, evaluate current database, recognition and stewardship program, create new board expectations and advise on expanding board, guide and advise on creation of a development committee, advise on the Foundation's website, social media, newsletters, and other communications, advise on recruitment and training of new Foundation staff and to provide a final report of activities with recommendations for sustainable fundraising.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

Christopher K. Looney
Principal & Managing Director

MEMORANDUM

TO: Bruce Barron, Chancellor, San Bernardino Community College District

FROM: Christopher Looney, Principal & Managing Director, CCS

CC: Kevin Dooley, Senior Director, CCS
Candie Davidson-Goldbronn, Senior Director, CCS

DATE: September 24, 2015

SUBJECT: Report to the Board

On behalf of Candie Davidson-Goldbronn and Kevin Dooley, and the entire CCS family, I would like to thank the Board of the San Bernardino Community College District (SBCCD) for the opportunity to be a service to KVCR and San Bernardino Valley College (SBVC). It was our great honor and privilege to serve the Foundations of KVCR and SBVC in the capacity of interim development manager and during that time focus on fundraising advancements in terms of revenue, relationships, systems, and processes.

We believe the impact of CCS' involvement on both Foundations was significant and lasting. We are very proud of the fact that both Foundations showed significant year-over-year revenue in the fiscal year that we were on-site working as interim manager. With KVCR and FNX, in particular, we believe CCS' impact was profound.

The organizations that we walked into at the beginning of our engagement looked much different than the organizations looked when we left. Our belief is that both are stronger and much better poised to take on the fundraising challenges and opportunities of the future.

Over the course of CCS' involvement, the Foundations were asked to undergo a sea change. Much did change, but the work must continue. The culture of philanthropy that must be built and cultured within each organization is still in its infancy. The future success of the Foundations, from a philanthropic standpoint, begins and end with the Boards of each Foundation. The Foundation Board must continue to evolve and improve from a mission advancement perspective.

We are so very pleased that the San Bernardino Valley College Foundation has hired a new Director. We have been in close communication and will continue to offer our guidance and support. In the case of KVCR and FNX, our hope is that the

Director/Chief Development Officer position will be filled quickly to not lose the great momentum that has been created over the last many months.

On the following pages of this memo, we have provided: 1) a summary of the deliverables associated with each contract and activities and status against each of those deliverables; and 2) recommended next steps for each Foundation as it looks at the important development-related activities in the coming months.

We invite you to contact any member of the CCS team with questions. We would also be happy to provide any ongoing advice as we are committed to the success of the institutions within the San Bernardino Community College District.

We sincerely hope to be of service to the District in the future.

KVCR – CCS Deliverables

	Deliverables	Actions	Status	%		
1	Develop a comprehensive multi-year development (fundraising) plan	<ul style="list-style-type: none"> ▪ Research Peer-to-Peer Benchmarking ▪ Historical Narrative and Data Section 	Completed	100%		
		<ul style="list-style-type: none"> ▪ FY15/16 – FY17/18 Budget & Projections 	Completed	100%		
		<p>Create Development Policy & Procedures including:</p> <ul style="list-style-type: none"> ▪ Development and Gift Acceptance ▪ Gift Acceptance and Gift Fee Policy ▪ Major Gift Agreement Letter Template ▪ Gift vs Grant Defined ▪ Allocations and Reallocation of Funds ▪ Planned Giving Crediting and Accounting Standards 				
		<ul style="list-style-type: none"> ▪ Planned Giving Letter of Intent ▪ Sponsorship/Media Policy & Procedure ▪ Sponsorship, Underwriting, and In-kind: What is the differences ▪ Sponsorship Proposals ▪ Third Party Fundraising Agreement ▪ Current and Capital Endowment ▪ Fiscal Agent Agreement and Policy ▪ In-Kind Gift Policy and Deed of Gift Form ▪ Investment Policy ▪ Weekly Development Report 	Completed	100%		
		<ul style="list-style-type: none"> ▪ Advise on Operating Budget 	Completed	100%		
		2	Prepare an annual case for support for key funding priorities	<ul style="list-style-type: none"> ▪ Funding Priorities ▪ i.e. expansion of local news department, in-house community based productions 	Completed	100%
				<ul style="list-style-type: none"> ▪ List of Naming Opportunities <ul style="list-style-type: none"> ○ Facilities ○ Programs ○ Institutional Staffing Post i.e. General Manager 	Completed/ Ongoing	100%
				<ul style="list-style-type: none"> ▪ Draft copy for new brochure 	Completed	100%
				<ul style="list-style-type: none"> ▪ Brochure delivered to Marketing for production 	Completed	100%
				<ul style="list-style-type: none"> ▪ Brochure Produced 	In process – Staff to complete	95%
3	Guide and advise on	<ul style="list-style-type: none"> ▪ Create cultivation/solicitation plan for Palm 	Completed	100%		

Deliverables	Actions	Status	%
major gift solicitations	Springs area for FY15/16		
	<ul style="list-style-type: none"> ▪ Create cultivation/solicitation for Riverside and San Bernardino 	Completed	100%
	<ul style="list-style-type: none"> ▪ Develop 90-Day Cultivation & Action Plan 	Completed	100%
	<ul style="list-style-type: none"> ▪ Research Top 250 prospects 	Completed	100%
	<ul style="list-style-type: none"> ▪ Top 100 prospects 		
	<ul style="list-style-type: none"> ▪ Follow-up and scheduling of meeting in process 	Completed	100%
	<ul style="list-style-type: none"> ▪ Craft Planned Giving Brochure and Letter for first-ever Legacy mailing 	Completed	100%
	<ul style="list-style-type: none"> ▪ Planned Giving mailing dropped early June <ul style="list-style-type: none"> ○ 1,000+ potential donors 	Completed	100%
	<ul style="list-style-type: none"> ▪ Research Foundations that align with mission 	Completed	100%
	<ul style="list-style-type: none"> ▪ Apply for James Irvine Foundation grant, funding for FM (\$400,000 over 3-years) <ul style="list-style-type: none"> ○ Waiting on restructure of space budget 	In process – Staff to complete	95%
	<ul style="list-style-type: none"> ▪ Developed budgets for the Dept. of Education’s Ready to Learn grant <ul style="list-style-type: none"> ○ Local Outreach (\$2.027M) ○ Justification for 4% Gift Fee (\$2M) 	Completed	100%
	<ul style="list-style-type: none"> ▪ Draft Letter of Inquiry to Stephen Philibosian Foundation 	Completed	100%
	<ul style="list-style-type: none"> ▪ Research and make connection(s) with Manilow Music Project Foundation <ul style="list-style-type: none"> ○ potential event in Palm Springs in Winter 	Completed	100%
	<ul style="list-style-type: none"> ▪ Recruit part-time, per project grant writer (started May 18) 	Completed	100%
	<ul style="list-style-type: none"> ▪ Review and edit annual appeal and ongoing pledge appeals 	Ongoing	
	<ul style="list-style-type: none"> ▪ Participated in On-air FM pledge drive 	Completed	100%
4	Evaluate current database	Evaluation	
	Recommendations:		
	<ul style="list-style-type: none"> ▪ Provide access to all development and underwriting staff 	Completed	100%
	<ul style="list-style-type: none"> ▪ Institute Moves Management System 		
	<ul style="list-style-type: none"> ▪ Enter all fundraising efforts (gifts, grants, underwriting, sales, etc.) 		
	<ul style="list-style-type: none"> ▪ Current system might not be the best option 		

Deliverables	Actions	Status	%
	for use of an integrated development team, especially for the use of Moves Management Note: <ul style="list-style-type: none"> ▪ The system handles membership and renewals well ▪ Current vendor's customer support is excellent 		
5 Evaluate recognition and stewardship program	Evaluation Recommendations: <ul style="list-style-type: none"> ▪ Creation of Loyalty Program ▪ Institute monthly donor studio tours ▪ Develop cultivation and stewardship events i.e. Meet our Radio Host, In-studio TV/FM live events/talks ▪ Bi-Annual General Manager Newsletter/Update ▪ Thank you calls by staff and volunteers 	Completed	100%
	<ul style="list-style-type: none"> ▪ Create Loyalty Program 	Completed	100%
	<ul style="list-style-type: none"> ▪ Implement Loyalty Program 	In Process	
	<ul style="list-style-type: none"> ▪ Palm Springs stewardship event planning for winter 	In Process	
	<ul style="list-style-type: none"> ▪ Riverside stewardship scheduled for October 	In Process	
6 Create new board expectations and advise on expanding board	<ul style="list-style-type: none"> ▪ Create new Board expectations 	Completed	100%
	<ul style="list-style-type: none"> ▪ Board President edited and approved Board expectations 	Completed	100%
	<ul style="list-style-type: none"> ▪ Board Approval for expectations- January Meeting 	tabled by Board	0%
	<ul style="list-style-type: none"> ▪ Advise on expanding Board Before recruitment of new members CCS recommends: Update By-Laws and Master Agreement	tabled by Board	100%
	<ul style="list-style-type: none"> ▪ Institute Board Expectations including giving and outreach components 	tabled by Board	100%
	<ul style="list-style-type: none"> ▪ Craft prospect list from current donors and Board contacts 	Completed	100%
	<ul style="list-style-type: none"> ▪ Update By-Laws and Master Agreement to include Development Committee 	Completed	100%
7 Guide and advise on creation of a development	<ul style="list-style-type: none"> ▪ Drafted Development Committee Guidelines 	Completed	100%
	<ul style="list-style-type: none"> ▪ Board Approval of Development Committee Guidelines 	Tabled by Board	0%

	Deliverables	Actions	Status	%
	committee	<ul style="list-style-type: none"> Recruit Board members to participate 	Tabled by Board	0%
8	Advise on the Foundation's website, social media, newsletters, and other communications	<ul style="list-style-type: none"> General Support page updated to be more donor-centric 	Completed	100%
		<ul style="list-style-type: none"> Recommend more user-friendly giving payment page 	Completed	100%
		<ul style="list-style-type: none"> Legacy Society has been update for user-friendly viewing and use 	Completed	100%
		<ul style="list-style-type: none"> New Loyalty Circle page – launch in August 	Completed	100%
		<ul style="list-style-type: none"> Created new Quarterly e-Newsletter <ul style="list-style-type: none"> 1st launch was July 9 	Completed	100%
9	Advise on recruitment and training of new Foundation staff	<ul style="list-style-type: none"> Create KVCR Station Staffing and Organizational Structure 	Completed	100%
		Job descriptions have been drafted		
		<ul style="list-style-type: none"> KVCR Foundation & Development Director On-air Fundraising Producer & Special Events Supervisor 	Completed	100%
		<ul style="list-style-type: none"> Development Coordinator Closed Caption Lead Editor Closed Caption Editor I & II 		
		<ul style="list-style-type: none"> Job descriptions reviewed & approved by General Manager 	Completed	100%
		<ul style="list-style-type: none"> Job descriptions approved by Trustees 	Completed	100%
		<ul style="list-style-type: none"> Job description with HR for Recruitment 		0%
		<ul style="list-style-type: none"> Recruitment of positions Training of new staff 		0%
10	Provide a final report of activities with recommendations for sustainable fundraising	<ul style="list-style-type: none"> Three-Year Development (FY15/16 – FY17/18) 	Completed	100%
		<ul style="list-style-type: none"> Development Operating Plan for FY15/16 	Completed	100%
		<ul style="list-style-type: none"> Future Recommendation and Final Update Report 	Completed	100%

FNX – CCS Deliverables

	Deliverables	Actions	Status	%
1	San Manuel Gift & Stewardship	Advise on gift closure and stewardship of San Manuel gift to FNX	Completed	100%
		Advise FNX Operating Committee	Completed	100%
2	Major Gifts/ Grants	Create list of naming opportunities	Completed/ Ongoing	100%

Deliverables	Actions	Status	%
	Research Foundations that align with FNX mission for potential grants	Completed/ Ongoing	100%
3 Underwriting	Research and Develop FNX Underwriting Kit and Rates	Completed	100%
	Research and secure Underwriting for FNX <ul style="list-style-type: none"> ▪ AIAN Veterans Monument Committee (web spot) ▪ Idyllwild Arts (two web spots) 	Completed/ Ongoing	100%
	▪ Research and offer recommendations regarding third-party Underwriting firm	Ongoing	95%
4 Partners	Offer counsel on Sundance Institute agreement	Completed	100%
	Establish a deeper connection with The Autry Museum and FNX <ul style="list-style-type: none"> ▪ Schedule meeting for September 	Ongoing	
	Establish a deeper connection with Idyllwild Arts <ul style="list-style-type: none"> ▪ Made handoff to Underwriting Manager 	Completed/ Ongoing	100%
	Offer counsel on Vision Maker Media	Completed	100%
5 Operations	Crafted &/or edited job descriptions	Completed	100%
	Created organizational structure and chart	Completed	100%
	Launched record keeping log for vehicle use for proper auditing	Completed	100%
	Offered counsel on equipment log-in system, which is being developed by Webmaster	Completed/ Ongoing	100%
	Offered general counsel for FNX team	Completed	100%

KVCR - CCS Next Steps

Staffing

- The top priority for KVCR is to recruit and secure a Foundation and Development Director.
- Additional staffing in which CCS has recommended to be hired are the On-Air Fundraising Producer and Development Associate, both positions should be listed as full-time classified positions.

Strategic Plan

- The General Manager and leadership team will need to finalize the 2015-2016 Strategic Plan. Upon completion the plan will need to be approved by the Foundation Board and presented to the Chancellor and SBCCD Trustees.

90-Day Cultivation Plan

- CCS has developed a 90-Day Cultivation Plan in which the General Manager will actively make calls and visits to the top 100 prospects. These activities will help foster communication between KVCR and the community, identify potential board members and major donors, and create giving opportunities.
- The Cultivation Plan is essential to the short and long-term goals of the organization, with the absence of a Development Director the activity will need to be divided between the General Manager, Director of Television, and Director of Radio.

Events

- Cultivation Event: A major gift donor and prospect cultivation event is scheduled for late October. This event will be the first off-site event, outside of concert ticket promotions, in which KVCR will have the opportunity to meet donors and talk about the mission of the organization.
- 2016 Concert in Palm Springs: The 2016 Concert will be the first effort to bring KVCR to the desert cities, this important event will offer KVCR an opportunity to meet its Desert City viewers, generate awareness in the community, raise funds to support the ongoing operations, and steward major gift donors.
- KVCR will need to send save-the-date email to Board members, major gift donors and prospects, and desert cities elected officials.
- KVCR will need to secure event sponsorship from local business and foundations.

Legacy Society

- To help foster the planned giving efforts KVCR will create an annual Legacy Society event, CCS has recommended that a late winter or early spring date be secured. The invitation will be to those who have notified KVCR of their intentions and to the planned giving top prospects. The annual Legacy Society mailing is scheduled for February 2016.

Foundation Board

- By-Laws and Master Agreement: The Board should make the approval of the By-Laws and Master Agreement as number one priority.
- Board Member Agreement: The second item that the Board should approve is the Board Member Agreement, which creates accountability between the members and the organization. The highlighted points are as follows:
 - Attend at least 75 percent of board meetings, committee meetings, and special events.
 - Personal financial contribution of \$1,000 or more
 - Consider adding KVCR to my estate planning and joining KVCR Legacy Society.
 - Raise a minimum of \$2,000 annually to support the mission of KVCR.
 - Actively participate in fundraising and outreach activities.

▪ Board Development Committee

The Board’s third priority is to establish a working Development Committee that focuses on board recruitment and education. The goal for FY15/16 is to recruit three to six new members,

Although there are still seats open on the Board, new members should be added in groups of three or four each year, and not five or six (or more) at a time. This will prevent the Board from having too many leave at once due to the end of their term limits, which are two (2) three-year terms.

Grants

- CCS has assigned the part-time grant writer a goal for FY15/16 of \$1 million in ask and 25 Letters of Inquiry. The \$1 million goal does not include the James Irvine Foundation or the Department of Education, Ready to Learn.
- James Irvine Foundation - \$400,000: KVCR is in the process of finalizing the program budget; once the budget is completed the grant will be ready to be submitted to the James Irvine Foundation.

SBVC Foundation – CCS Deliverables

	Deliverables	Actions	Status	%
1	Advising the Foundation on recruitment, hiring and training a new Director of Development and Community Relations.	▪ Review, edit and creation of revised job description completed.	Completed	100%
		▪ Job Description presented to Dr. Fisher for approval and submitted to SBCCD HR for Board Approval		
		▪ Job will be posted (ended April 27) and candidates reviewed in mid or late May	In Process	90%
		▪ Final three candidates evaluated and selection made by early June		
2	Developing a comprehensive, multi-year development (fundraising) plan for the Foundation.	▪ FY14-15 Development Plan created (Goals, case, budget, calendar, etc.)	Completed	100%
		▪ Three-Year Development Plan (FY15-16 through FY-17-18) in development. Need 3rd year and marketing and communications, staffing, and calendar	Completed	100%
		▪ 900 contacts removed (bad info, no return call or email).	Completed	100%
3	Building the database with additional constituents and greater constituent	▪ 1,750 new names and contacts added through CCS prospect research services	Completed	100%
		▪ Update contact information (weekly)	Ongoing	90%

	Deliverables	Actions	Status	%
	data.			
4	Advising on raising money through major gift solicitations of foundations, individuals, and corporations as well as fundraising from the Board, special events, annual giving appeals, and more.	▪ Major Gifts (Corporate, Foundation, Individual) - Solicited and secured \$300,000 for Valley Bound from San Manuel; Foundation grant opportunities identified and Letter Of Inquiry / proposals in process. Potential valued at more than \$500k; High capacity donors and prospects identified and contacted for meeting with President with ongoing conversations and solicitations as appropriate	Completed / Ongoing	100%
		▪ Annual appeals - End of Year Appeal raised \$4,000; Graduation Appeal set for mailing early May	Complete/Ongoing	100%
		▪ Special Events - October 2014 Auditorium Reopening raised \$7,038; Annual Golf Tournament in process with goal of netting \$50,000 (on track for \$30,000)	Complete/Ongoing	75%
		▪ Board - \$12,500 raised from 16 of 20 members (70%); Striving for 100% participation	Ongoing	80%
		▪ Faculty and Staff - "Difference Makers" payroll deduction effort initiated; Campus-wide appeal planned	Complete/In Process	50%
5	Creating plans to more adequately thank and recognize Foundation donors.	▪ Developed President's Circle giving society and in process of developing benefits for \$1,000+ annual donors and establishing the President's Fund (to be approved at May board meeting)	Ongoing	75%
		▪ Developed SBVC Legacy Society and SBVC Legacy Society brochure. Beginning marketing and awareness program. Two dates proposed in June and September.	Completed	100%
		▪ Thank you letters sent out with every gift. Personal phone calls from Director or student for those over \$1,000	Complete/Ongoing	90%
6	Creating new Board expectations and advising on expanding the Board.	▪ Board Expectations and Qualifications policy and Board Nominating policy created, and approved by the board in September 2014	Complete	100%
		▪ Board Development Committee established. Evaluation of nine (9) board candidates set for March 4. Three (3) candidates on ballot For	Complete/Ongoing	90%

Deliverables	Actions	Status	%
	May board meeting		
7 Advising on expanding volunteer engagement beyond the Board through the creation of a Development (Fundraising) Committee.	▪ Fundraising Committee established and operational. Board Development Committee established and operational. Golf Tournament Committee recruited and operational. 90th Anniversary Chair selected for October 2016 fundraising gala.	Complete	100%
	▪ Additional Board Committees made operational including Executive Committee, Finance Committee, Board Nominating, Institutional Awareness Committees	Complete	100%
	▪ Creating team of legal advisors on wills and estates to help lead education events (Albreckton, Savage III, Nassar)	Complete/On going	90%
8 Creating specific policies related to gift acceptance and gift crediting.	▪ SBCCD policies evaluated; Specific policies to be created for SBVC Foundation regarding naming, gift crediting, gift acceptance, and endowed funds minimum level (mirror SBCCD policies)	In Process	75%
9 Preparing an annual case for support for key funding priorities of the Foundation.	▪ Case for support for the foundation reviewed and approved by the board in September of 2014.	Completed	100%
	▪ Case for support needed for athletic complex to attract new corporate donors.	In Process	50%
	▪ Case for support needed for Valley Bound Commitment to attract new corporate donors.	In Process	50%
10 Ramping up communication about the Foundation, its needs, and its impact.	▪ Institutional Awareness Committee established in January 2015	Complete	100%
	▪ Brochures for golf tournament, planned giving society, and general foundation produced	Complete	100%
	▪ Website updated regularly	Complete/In Process	90%
	▪ Newsletter and annual report planned	In Process	50%

SBVC Foundation - CCS Next Steps

Appeals

1. Graduation Appeal: Targeting \$5,000 to \$10,000

Letters and return forms mailed on May 11 to over 7,000 contacts in the Foundation's database. Families, alumni, and donors should be in receipt by May 15.

Laura Gowen, Administrative Assistant for the SBVC Foundation, should track donations as they arrive and label them in Donor Perfect as “Graduation Appeal 2015” and not “Annual Appeal.” This will help easily identify gifts by category and not by deposit date only. This total amount raised should be shared with the Fundraising Committee weekly through July.

2. Athletic Sports and Education Complex: Targeting a Minimum of \$1,000,000

The new athletic complex should be completed during the winter of 2016. We see this as a great opportunity to bring alumni, donors and friends to the complex during construction and educate them on how the building will be used. Donors should be encouraged to make a gift to the SBVC Foundation in honor of SBVC Athletics and scholarships, in general.

The new Director of Development for the SBVC Foundation should structure a campaign and establish a campaign committee. The San Manuel Band of Mission Indians should be invited to tour the construction site prior to the end of 2015. The goal is to show the Tribe the progress, thank them for their generosity toward the Valley-Bound Commitment program, and prepare them for a significant request in early 2016 for \$2.5 million. We believe it could be structured as follows: \$2 million to support student scholarships through an endowed scholarship fund. (Alternatively, a fund to support specific educational programs or a department chair or dean might be appropriate; and \$500,000 to grow Valley-Bound Commitment Program for the academic year of 2016-2017. Naming rights of the athletic complex should be offered to the Tribe as a part of the request. The new Director of Development should work with Faun White, Program Office of Education at San Manuel, upon his/her arrival.

3. End of Calendar Year Appeal: Targeting \$5,000 to \$10,000

The Foundation has a template for the letterhead and appeal form that can be used each year. Adjustments would be needed only within the actual letter from the Foundation President, and some of the pictures within the template for 2015 and years to come may change. Mrs. Gowen should track these gifts under “Annual Appeal 2015” and not “Annual Appeal” in Donor Perfect. This total amount raised should be shared with the Fundraising Committee weekly through March 2016.

Prepare the letter from the Board President by the end of September and schedule the mailing to arrive in the hands of donors, alumni and friends of the Foundation the last week of October or early November.

4. Difference Makers: Targeting \$15,000 to \$60,000 Annually

The Difference Makers program is the name of the payroll deduction program employees of the College and the District can use to make a gift toward the SBVC Foundation. With

approximately 300 employees at SBVC alone, if 100 were to contribute \$30 a month for a year, the Foundation would have an additional \$36,000 to use for scholarships and operational needs. At present, only 30 employees participate, providing nearly \$5,000. A letter has been created (written from the President of the College) and the form is ready to be added to the other side of the letter.

Create two letters, one from a respected member of the instructional side, and the other letter from the classified side of SBVC. Set a goal to either triple the total given, or to double the number of donors from 30 to 60 in the fiscal year 2015-2016.

Events

1. 2015 Golf Tournament: Targeting \$25,000+

The golf tournament was held on May 1, and as of May 9, the final amount raised was yet to be finalized by Mrs. Gowen.

The total amount raised (gross) should be finalized. The fundraising committee should select the date for the 2016 golf tournament. An email should go out to the entire SBVC Campus, SBVC Students, SBCCD, and all contacts within Donor Perfect who have provided an email address. Celebrate the total raised (gross), thank those who supported the tournament, and ask all to save the date for 2016. Thank-you letters to all who participated in, or sponsored the golf tournament should be sent out immediately.

2. The 90th Anniversary of the College: Targeting \$250,000+

SBVC will celebrate its 90th year in 2016. The SBVC Foundation should take the lead in fundraising with a goal of raising a minimum of \$250,000.

A 90th Anniversary Gala Committee should be established. Foundation Board member Stephanie Cereceres agreed in principle to be a co-chair. The committee should include alumni, faculty, staff, students, and SBVC Foundation Board members. An email should be sent to the entire campus of SBVC, the Associated Student Government of SBVC, alumni, donors, and friends of the Foundation informing them of the 90th Anniversary Gala and inviting those who are willing to be a part of the committee, to contact the Foundation. A date and location need to be determined. Initially, October 15 in Snyder Gym was suggested. However, based on a recent construction map showing the timeline of demolition and completion of the athletic complex, Snyder Gym will no longer exist by the end of May 2016. The Foundation should investigate having the gala in the new athletic complex. Otherwise a location off campus will need to be reserved. All vendors to the District, College and the Foundation should be sent a save-the-date letter, along with sponsorship opportunities. This will allow vendors to place the 90th Anniversary in their annual budgets for 2016. An honorary chair should be pursued. It should be someone who is well known in San Bernardino and the greater Inland Empire. It should be someone like Jack Brown, CEO of Stater Brothers (who declined in late April), who is

easily recognizable, willing to promote the gala and the college, and help attract donors. Finally, marketing and support materials should be created and ready for distribution to alumni, sponsors, and friends of the College and the Foundation by September 2015.

3. SBVC Legacy Society Estate & Wills Seminar: Targeting \$10,000+

The SBVC Legacy Society along with the appropriate benefits was established in early 2015. The Foundation made contact with attorneys Mrs. Kathleen Albrektsen and Mr. Paul Savage III. Both are willing to help the Foundation as guest speakers for an estate-planning seminar (separately, not together).

Contact Mrs. Kathleen Albrektsen and Mr. Paul Savage III, and offer them separate dates in late summer or early fall. Using the Foundation's Donor Perfect database, segment the contacts by alumni, friends of the College, and faculty and staff (retired and active). Then, working with the attorneys, send out invitations to the segmented groups.

Grants Pursued/Foundation

1. Excelencia in Education: Targeting \$5,000

The application for this grant was submitted on May 5 and Johnny Conley, Director of First Year Experience at SBVC, is the point of contact. Excelencia in Education will inform Mr. Conley by the end of July 2015 if the Valley-Bound Commitment Program was awarded the grant.

A phone call should be made on June 1 if Mr. Conley has not heard from Excelencia in Education.

2. James Irvine Foundation Leadership Award: Targeting \$200,000

The application for this grant was submitted on April 27, and Maria del Carmen Rodriguez was nominated for her leadership of the Valley-Bound Commitment Program. The James Irvine Foundation will inform Ms. Rodriguez if she was nominated as one of the finalists (approximately 12) by the end of August 2015.

Wait for contact from The James Irvine Foundation Leadership Award selection committee.

3. Johnson-Ohana Foundation: Potential \$25,000

The application for this grant was turned in on March 30 requesting support of the Water Supply Technology Program. Albert Maniaol, Dean of Applied Technology, Technology and Culinary Arts, and Peggy Weber, Administrative Assistant are the points of contact. The Johnson-Ohana Foundation should inform Dean Maniaol and Ms. Weber by the end of May 2015.

Call the Johnson-Ohana Foundation on June 1 to learn the status of the application.

4. The Park Foundation: Potential \$70,000

A Letter of Inquiry (LOI) and application was sent on May 11 asking the Park Foundation if the Inland Empire Media Academy at SBVC may apply for a grant to support a documentary on animal abuse from crime to conviction in San Bernardino County. Dr. Diane Dussick, Professor of TV/Film at SBVC, is the point of contact.

Call The Park Foundation by the end of May 2015 to determine if the SBVC Foundation can apply for a grant.

5. The S. Mark Taper Foundation: Potential \$250,000

A Letter of Inquiry was sent in on February 25 asking for a grant application to support the Entrepreneurship Institute of San Bernardino (EIOSB) program. Dr. Matthew Isaac, CEO of the Employment Development Training Center at the San Bernardino Community College District is the point of contact. The Taper Foundation reviews LOI's through the month of April, and grant applications are awarded through the month of June.

If the Dr. Isaac does not hear from the Taper Foundation by the end of June, he should place a phone call on July 1st.

Committees

1. Executive Committee

Regularly scheduled meetings of the Executive Committee should be established, one month prior to board meetings. The Executive Committee should be provided the statement of activity (financials) for each month and quarter. They also need to evaluate the individual actions taken by the fundraising committee, institutional awareness committee, board development committee, and the finance committee.

A date and time should be set for a Board Retreat to be held in 2015. One of the main goals would be to create a three-year, long-range plan for the Foundation using the Three-Year Fundraising Plan as a starting point. The Executive Committee needs to have the Fundraising Committee create a policy around the President's Circle. As CCS has attempted to delineate, the President's Circle is a recognition platform and not a fund. Money given to receive President Circle benefits is unrestricted for the Foundation and its board to use as it sees fit.

2. Fundraising Committee

The Fundraising Committee should meet every other week. New members need to be recruited, and the new members do not have to be on the Foundation Board. The main goals of the fundraising committee are to promote the Foundation and host at least two (2) fundraising events each year. The annual athletics golf tournament is well-established and will remain one of the easiest to manage so long as the new Director of Development

stays focused on sponsorships from the numerous vendors that serve the College and the District. A second event should occur each winter, possibly a music related event in the auditorium every other year. On opposite years, a formal gala should be created to recognize distinguished alumni and community members who have served the Foundation and the College through acts of service and generosity. The College has held such an event to celebrate the 85th anniversary of the college, and a similar format should be followed. Most importantly, the two events need to occur each year. Consistency is needed to imprint on the alumni base, students, faculty, staff and the community of San Bernardino that both events are fundraising focused, and meant to broadcast the good works of the Foundation and the College.

The Fundraising Committee should also be involved in all campaigns (no matter the size), the pursuit of grants, and the estate gifts. The SBVC Legacy Society should be one of the stronger, active efforts to broadcast the Foundation within San Bernardino and the surrounding community.

3. Board Development Committee

The Board Development Committee should focus on board recruitment and education. The latest slate added three new members (Gary Miller, Pat Saenz, and Ed Szumski). Although there are still seats open on the Board, new members should be added in groups of three or four each year, and not five or six (or more) at a time. This will prevent the Board from having too many leave at once due to the end of their term limits which are two (2) three-year terms.

The Board Development Committee should continue to educate the Board about the various programs at SBVC, and focus on their needs and how the Foundation can support them. Department heads at the College are more than willing to come to board meetings; all they need is an invitation.

4. Finance Committee

The Finance Committee needs to determine if a Request for Proposal (RFP) for new asset management is necessary. The RFP template is ready for distribution. All that is needed is the commitment to go through the process of selecting financial institutions, establishing a timeline (using the example in the template), and sending out the RFP.

The Finance Committee should receive the Statement of Activity each month from the new Director of the Foundation. They should review where revenue is coming from and discuss what changes or adjustment may be needed on a monthly basis. The committee should be ready at every board meeting to present the financials (Statement of Activity, quarterly statements review the performance of the bond and stock portfolios).

5. Institutional Awareness Committee

Greg Zerovnik is not returning as Director of Public Relations for the College. Moving forward, Brian Townsend, Chair of the Institutional Awareness Committee, will need help setting up interviews with alumni, students, and SBVC faculty and staff for the newsletter. This should be sent out at least twice a year, or quarterly if possible. Mr. Gary Miller, new board member, has agreed to help Mr. Townsend.

Additional Notes

1. The Bogatin Trust: Targeting \$180,000 to \$200,000

The attorney for the Bogatin Trust is Mr. William Nassar. He is projecting that the Trust is likely to provide a gift to the Foundation in the range of \$180,000 - \$200,000. The funds (as stated in the will) are to be used for those students who want to become teachers. Funds are not expected until the end of summer based on a conversation with Mr. Nassar on May 15, 2015.

The new Director of Development should contact Mr. Nassar monthly upon his/her arrival. His information is:

William M. Nassar
Law Office of William M. Nassar
1461 Ford Street, Suite 203
Redlands, California 9237
909-307-2000
909-307-2055 fax
wnassar@nassarlaw.com

The new Director of Development should have Mr. Nassar bring him/her to the Estate Planning Association of San Bernardino as a guest. This group is a hidden asset and the Foundation should be a member. Cost was less than \$350 to join.

2. Alumni/Alumni Association

The Alumni Association was dissolved in early 2014. Moving forward the main focus of the Foundation when it comes to alumni is to maintain and update the database. This is an area that can only improve, as long as new or recent graduates are entered, and older contacts are engaged (letters, volunteer opportunities, phone calls, invitations to events) on a regular and consistent basis.

The Foundation does not have the resources to be able to manage a formal Alumni Association and will need to rely heavily on volunteers and the Foundation Board. Mr. Edward Szumski, a former instructor, alum and new board member, is willing to lead this effort with the goal of bringing back a formal Alumni Association.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Fath-Allah Oudghiri, Director, Facilities Planning & Construction
DATE: October 8, 2015
SUBJECT: Cenergistic Cumulative Cost Savings

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The attached report illustrates the cumulative energy savings identified by Cenergistic under its energy management program, which began in June of 2012.

ANALYSIS

At its May 17, 2012 meeting, SBCCD approved a contract to implement a comprehensive energy savings program. As of August 18, 2015, Cenergistic is reporting the following savings:

Expected Energy Cost	\$9,666,375
Actual Energy Cost	\$7,786,584
Program Savings	\$1,879,791
Percent Savings	19.4%

The savings are the result of teamwork, data analysis, on-site training and expertise, comprehensive facilities audits, and, especially, the dedicated effort of SBCCD students, faculty, staff and administrators.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This item is for information only; there are no financial implications.

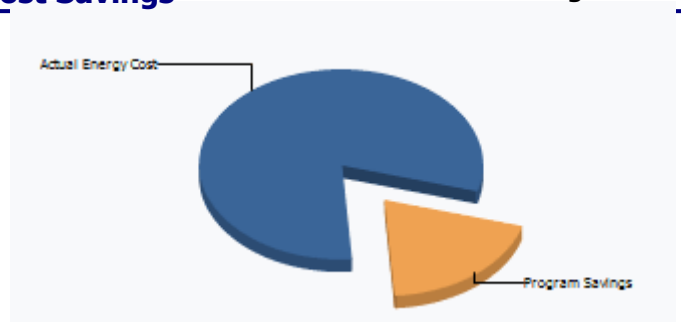
**San Bernardino Community College District,
California**

Energy Conservation Program CAP - 19

August 2015

Cumulative Cost Savings

Expected Energy Cost	\$9,666,375
Actual Energy Cost	\$7,786,584
<hr/>	
Program Savings	\$1,879,791
Percent Savings	19.4%
<hr/>	
Other Savings	\$0
Total Savings	\$1,879,791



Expected Energy Cost

Anticipated expense without energy management.

Base year usage after adjustments for such variables as changes in weather, equipment, schedules, occupancy and prices.

Actual Energy Cost

Actual utility costs for electricity, gas, water, sewer, etc. obtained directly from bills.

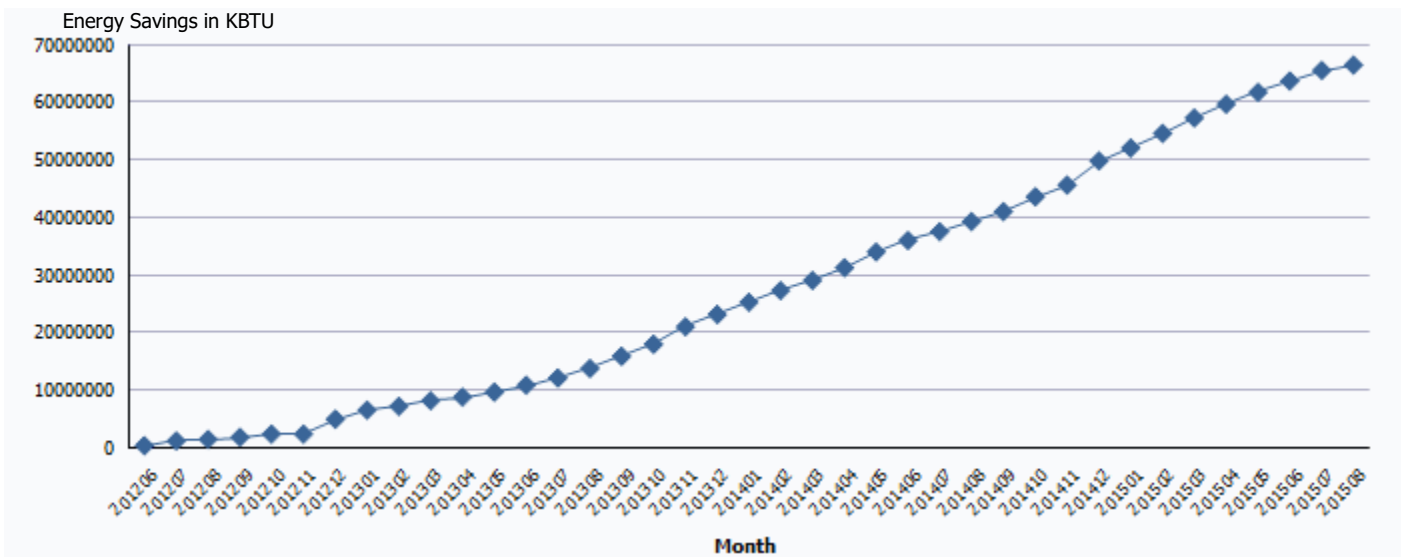
Program Savings

The difference between Expected and Actual Cost, calculated in accordance with the International Performance Measurement & Verification Protocol. Does not include savings attributable to reduced equipment maintenance and replacement costs and other collateral benefits. These savings can increase the program savings up to 20%.

Other Savings

Additional documented savings attributable to Program activities but not the direct result of usage reductions, such as rebates, refunds, tariff changes, etc.

Cumulative Energy Savings



Cumulative Greenhouse Gas Reduction

Energy Reduction Impact: 66,412,054 KBTU 4,143 equiv. metric tons of CO2

This is equivalent to the following:

Passenger cars not driven for one year:	863
Tree seedlings grown for 10 years:	106,230

Requested by: Mendter

Version:

Report Version: 14

Filters: Billing Period Between 201206;201508;Topmost Place Name Equals San Bernardino CC - CA

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Pierre Galvez, Police Chief
DATE: October 8, 2015
SUBJECT: District Clery Act Compliance Report

RECOMMENDATION

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

OVERVIEW

Postsecondary educational institutions (institutions) that participate in student aid programs under Title IV of the federal Higher Education Act of 1965, as amended, are required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) to create an annual security report by October 1 of each year. This security report must contain required crime statistics of the institution as well as certain security policy disclosures. When institutions do not comply with the Clery Act, they inhibit the ability of students and others to make informed decisions about campus security. Further, the U.S. Department of Education can impose financial penalties of up to \$27,500 per violation against noncompliant institutions.

ANALYSIS

Monthly Report of Clery Crimes for August (See attached)

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
 CLERY ACT CRIMES
 August 2015

<u>Case#</u>	<u>Reported</u>	<u>Reportable Clery Crimes</u>	<u>Location</u>	<u>Disposition</u>
CRAFTON				
15C-092	8/26/15	Drug Law Violation	Campus Dr.	Cite
DISTRICT				
NO INCIDENTS TO REPORT				
VALLEY				
15-285	8/16/15	Domestic Violence	College Street	Arrest
15-274	8/04/15	Drug Law Violations	Mt. Vernon/Esperanza	Arrest

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Gloria M. Fisher, President

PREPARED BY: Ricky Shabazz, Ed.D., Vice President of Student Services

DATE: October 28, 2015

SUBJECT: Dreamers & Dreamers Resource Center (DRC)

*for Dr. Fisher
9/29*

AB

RECOMMENDATION

Attached is a written report in lieu of the presentation that was scheduled to be made to the Board of Trustees. This is for information only. No action is required.

OVERVIEW

Under the First Year Experience Program, the Dreamer Resource Center (DRC) is designed to improve student success and help to successfully transition AB 540 students into college. The DRC is part of a larger effort that uses Student Equity funds to improve retention and success rates amongst our self-reported student groups (i.e. AB 540, Deferred Action Children Arrival (DACA), undocumented & Foster Youth).

ANALYSIS

San Bernardino Valley College has approximately 438 students who have submitted a CA Nonresident Tuition Exemption Request Form. After a manual filtering of this list by the Financial Aid Office, 187 students were confirmed to have filled out the CA Dream Act Application. The FYE staff will be reaching out to each student to review resources that could benefit these students specifically.

A campaign to promote the laws established to support undocumented or international students to understand updated legal decisions that might benefit them. AB 200 passed in 2014 has opened in-state tuition for students with inconsistent years of education in the United States.

Measures are being developed as the resources are being instituted. Current categories to gather data and surveys of those being served have not been updated to include laws and legal decisions for goal achievements.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

Dreamers & Dreamers Resource Center (DRC)

San Bernardino Valley College's (SBVC) new Dreamers Resource Center (DRC) is designed to improve student success and help to successfully transition AB 540 students and Dreamers into college. The DRC provides academic advising, counseling, referrals to student services programs, and peer-to-peer advising in a welcoming environment where Dreamers can connect with campus and community resources.

The DRC was opened on April 14th, 2015 to be a central location for current SBVC students who need direction on how to apply and complete the CA Nonresident Tuition Exemption Request form. The DRC is part of a larger effort that uses Student Equity funds to improve retention and success rates amongst at-risk student populations (i.e. AB 540, Deferred Action Children Arrival (DACA), undocumented & Foster Youth).

The DRC is housed in the Liberal Arts (LA) Building, Room 121, and is part of the newly formed set of First-Year Experience programs. Staffing the DRC are a full-time Interim Director, Program Secretary, full-time Counselor, Adjunct Counselors, Senior Student Services Technician, Professional Experts, and Student Ambassadors.

Dreamer Liaisons from different student support programs and departments on campus assist Dreamers with educational plans, as well as assistance with completing financial aid paperwork. In the planning stage are a Dreamers Club – the Walking Tall Club - and an annual conference to promote community awareness about the California Dream Act and the college's academic, vocational and student support services.

The FYE staff are charged to provide workshops and trainings to the current Dreamers, SBVC staff and faculty. The workshops are to educate and promote students, parents, educators, and the community about the educational programs available at SBVC.

SBVC has approximately 438 students who have submitted a CA Nonresident Tuition Exemption Request Form. After a manual filtering of this list by the Financial Aid Office, 187 students were confirmed to have filled out the CA Dream Act Application. Staff in the DRC are reaching out to each of the 438 students offer assistance with assisting students in accomplishing their educational and career goals.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Lawrence P. Strong, Interim Director of Fiscal Services
DATE: October 8, 2015
SUBJECT: General Fund Cash Flow Analysis

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District's budget is a financial plan based on estimated revenues and expenditures for the fiscal year, which runs from July 1 through June 30. Cash refers to what is actually in the District's treasury on a day-to-day and month-to-month basis. Monitoring the amount of cash available to meet the District's financial obligations is the core responsibility of the Fiscal Services Department. Attached is the General Fund monthly cash flow analysis for the District.

ANALYSIS

The General Fund cash balance as of June 30, 2016 is estimated to be \$16,605,073.

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 2015-16

	PROJECTIONS												TOTAL	
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN		ACCRUALS
Beginning Cash Balance	23,494	23,287	22,910	22,574	21,317	18,987	15,683	15,261	15,593	16,369	14,398	14,174		
Receipts														
Federal	10	5	206	1,202	11	847	32	1,621	-375	179	2,484	230		6,452
State	4,931	4,246	7,093	7,056	7,100	4,736	8,328	7,380	10,930	7,399	6,479	22,932		98,611
State Deferrals														
Local	704	1,458	748	-97	354	944	482	169	53	581	720	-2,385		3,731
Temporary Borrowings														
Inc Transfer & Sale of Assets														
Accounts Receivable/Accruals	688	322												1,010
Total Receipts	6,333	6,031	8,047	8,160	7,465	6,526	8,842	9,170	10,609	8,160	9,684	20,777		109,803
Disbursements														
Academic Salaries	4	1,586	3,343	3,557	3,647	3,624	3,806	3,393	3,588	3,646	3,623	5,647		39,463
Classified Salaries	1,699	1,901	2,026	2,162	2,204	2,370	2,195	1,973	2,187	2,247	2,169	1,958		25,090
Benefits	779	1,331	1,604	1,681	1,652	1,705	1,679	1,643	1,687	1,694	1,708	2,336		19,498
Supplies & Materials	3	51	140	160	166	103	177	80	197	173	335	783		2,366
Other Operating Exp	81	547	1,078	1,583	1,872	1,849	921	1,595	2,009	2,051	1,582	4,344		19,514
Capital Outlay		17	132	215	196	120	427	94	106	262	431	2,375		4,376
Other Outgo	2	59	59	59	59	59	59	59	59	59	59	903		1,496
Loan Repayment														
Accounts Payable/Accruals	3,972	916												4,889
Total Disbursements	6,540	6,408	8,383	9,418	9,795	9,830	9,264	8,837	9,833	10,131	9,907	18,346		116,692
Increase / (Decrease) in Cash Balance	-207	-377	-336	-1,257	-2,330	-3,304	-422	333	776	-1,971	-223	2,431		
Ending Cash Balance	23,287	22,910	22,574	21,317	18,987	15,683	15,261	15,593	16,369	14,398	14,174	16,605		

[†] Rounded to the nearest 1,000.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: October 8, 2015
SUBJECT: Local Hire Summary

RECOMMENDATION

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

OVERVIEW

Local Hire Summary Report of Active Construction Projects for August 2015. This report presents the local hire status for each project and indicates the city of residence for the labor force.

ANALYSIS

In November 2013, the Board of Trustees passed Board Policy 6610, which sets minimum goals at fifty percent (50%) participation of Local Hires and twenty-five percent (25%) participation of Local Businesses in its District Bid projects awarded each fiscal year. As of July 2015, the District-wide total of local hires was 64%, exceeding the Board goal by 14%. The District-wide total of local business was 46%, exceeding the Board goal by 21%.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

Demographics / Local Contracts Summary

August 2015

SBVC	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total – Non Local	Wages - Local (cumulative)	Wages - Non Local (cumulative)	
Applied Technology**	16	80%	4	20%	\$ 413,251.50	\$ 11,036.25	\$ 558,099.00	\$ 261,636.04	\$ 132,889.67	
New Gymnasiums & Pools**	134	64%	74	36%	\$ 4,531,008.85	\$ 15,699,082.84	\$ 28,187,738.50	\$ 1,259,939.72	\$ 590,623.41	
TOTAL	150	66%	78	34%	\$ 4,944,260.35	\$ 15,710,119.09	\$ 28,745,837.50	\$ 1,521,575.76	\$ 723,513.08	
					\$20,654,379.44		\$ 28,745,837.50			
					42%		58%			

CHC	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total– Non-Local	Wages - Local (cumulative)	Wages - Non Local (cumulative)	
New Crafton Center	50	79%	13	21%	\$ 7,496,846.94	\$ 7,096,378.00	\$ 6,822,698.06	\$ 1,606,646.61	\$ 606,615.77	
New Science Building	31	70%	13	30%	\$ 3,579,050.00	\$ 6,804,716.00	\$ 8,199,240.00	\$ 2,452,998.85	\$ 780,183.30	
Occupational Education #2	101	54%	86	46%	\$ 1,329,733.00	\$ 2,412,208.00	\$ 12,146,059.00	\$ 1,633,015.40	\$ 1,106,390.62	
Maintenance and Operations Reno	0	0%	0	0%	\$ 104,149.00	\$ 982,433.00	\$ 161,418.00	\$ 168,237.32	\$ 10,283.79	
PE Complex	1	0%	0	0%	\$ -	\$ 852,800.00	\$ 3,658,270.00	\$ 458.48	\$ -	
TOTAL	183	62%	112	38%	\$ 12,509,778.94	\$ 18,148,535.00	\$ 30,987,685.06	\$ 5,861,356.66	\$ 2,503,473.48	
					\$30,658,313.94		\$ 30,987,685.06			
					50%		50%			

DISTRICT WIDE Combined	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total– Non-Local	Wages - Non Local (cumulative)	Wages - Non Local (cumulative)	
TOTAL	333	64%	190	36%	\$ 17,454,039.29	\$ 33,858,654.09	\$ 59,733,522.56	\$ 7,382,932.42	\$ 3,226,986.56	
					\$ 51,312,693.38		\$ 59,733,522.56			
					46%		54%			

*Data not recorded because project started before implementation of Local Hire Bond Policy (Nov. 2013)

**In process of Subcontractor Buy Out; all contract monies not yet allocated

Apprentice Information August 2015

SBVC	General Contractor Name	Contractor Name and Trade	Apprentices per Division of Work / Trade
New Gymnasiums & Pools	Swinerton	All Area Plumbing	2
		Anning Johnson Company	1
		Berg Electric	4
		Caston Inc.	20
		H.L. Moe Co.	2
		Jaysco Inc.	2
		J's Pipeline Inc.	2
		McGuire Contracting Inc.	2
		Quality Reinforcing, Rebar	2
		Swinerton Builders	3
Applied Technology	Cal City Construction	Allstate Electric	2
		Time & Alarm	2
		Pipe Contractors	2
TOTAL # OF APPRENTICES			46

*This information is gathered from reports provided by the General Contractors. Kitchell/BRJ not required to perform a labor compliance report or audit on this information.

Apprentice Information

August 2015

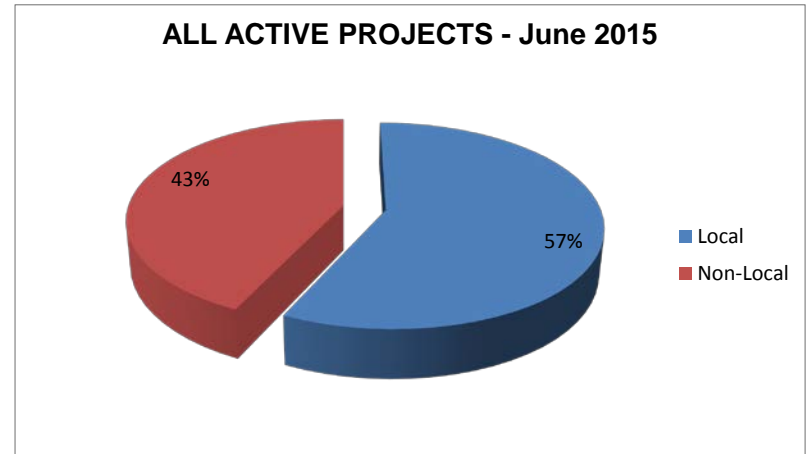
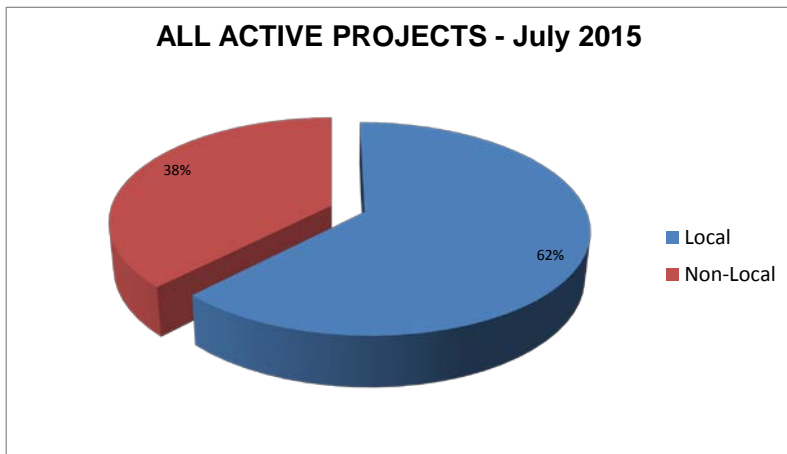
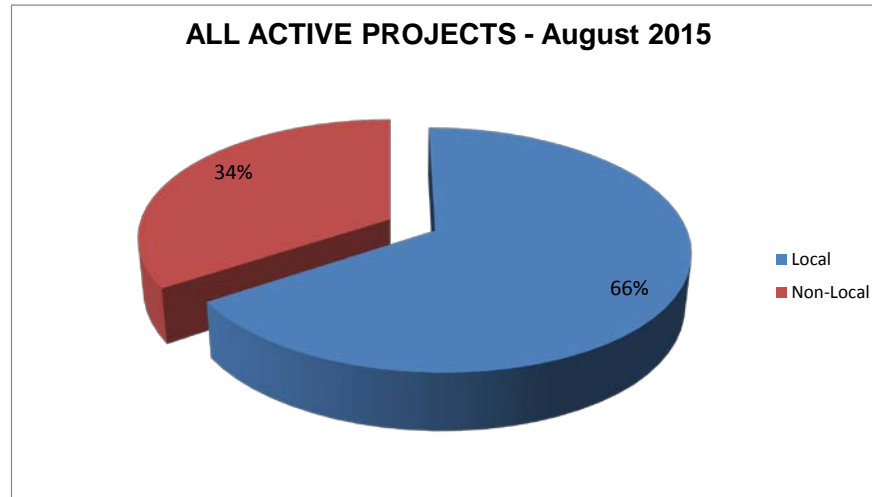
CHC	General Contractor Name	Contractor Name and Trade	Apprentices per Division of Work / Trade
New Crafton Center	Bernard's	Couts Heating and Cooling	1
		E & R Glass Construction	2
		JPI Development Group	1
		Pennsylvania Coatings, Inc.	1
		PHL, DBA. VNSM	5
		Pro-Craft Construction	1
		So Cal West Coast Electrical	3
		TSI Company	1
New Science Building	Earl Corporation	Alert Insulation	2
		DeVries	2
		E & R Glass Construction	1
		Monteith Plumbing & Mechanical Contractors Inc	2
		Orange County Plastering	1
		Theisen Steel	1
		West-Tech Mechanical	1
Occupational Education #2	Sinanian Development	Alpha & Omega Pavers, inc.	1
		Best Contracting Services, Inc.	4
		BF Steel Inc.	2
		Civil Works Corp	9
		Climatec, LLC	1
		Danny Letner Inc DBA Letner Roofing Co	11
		KONE Inc.	1
		Mack Construction	2
		Olympic Air Tech	5
		S&H Cabinets & Mfg., Inc.	0
		Simplex Grinnell	1
Southwest Door & Frame, Inc	1		
PE Complex	Minco		
TOTAL # OF APPRENTICES			63

*This information is gathered from reports provided by the General Contractors. Kitchell/BRJ not required to perform a labor compliance report or audit on this information.

Demographics Summary

August 2015

San Bernardino Valley College On-Site Labor Force



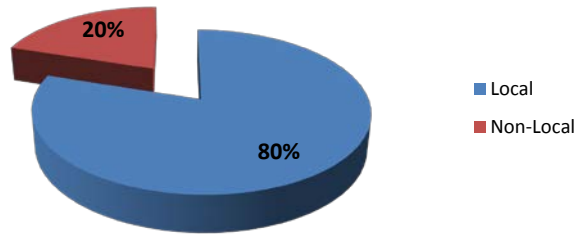
Notes:
 * Information is taken directly from contractor provided data.
 * How SBCCD tracked on-site labor force has evolved over time so reporting may be different from job to job.
 Overall numbers shown on the summary are local and non-local.

Demographics Summary

August 2015

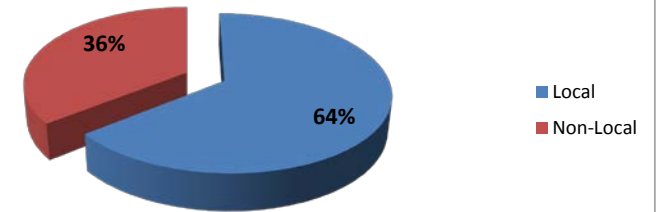
San Bernardino Valley College On-Site Labor Force

**Applied Technology
(AT- Phase I)**



Applied Technology		
Local	16	80%
Non-Local	4	20%
Total	20	

**New Gymnasiums & Pools
(Gym)**



New Gymnasiums & Pools		
Local	134	64%
Non-Local	74	36%
Total	208	

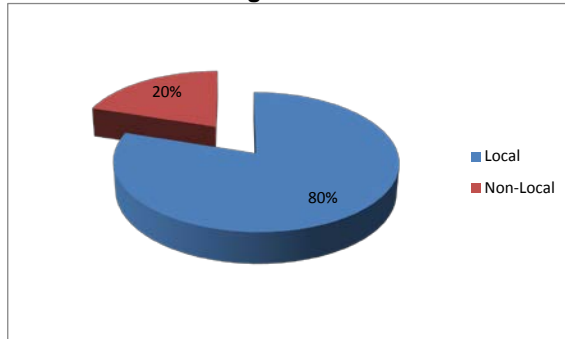
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- Overall numbers shown on the summary are local and non-local.

Applied Technology

(AT - Phase I)

August 2015



Jul-15			
Veteran	0		
Apprentice	4		
San Bernardino	10	Local	14 52%
Riverside	4	Non-Local	13 48%
Other	13	Total	27

Aug-15			
Veteran	0		
Apprentice	6		
San Bernardino	10	Local	16 80%
Riverside	6	Non-Local	4 20%
Other	4	Total	20

PROJECT ONGOING

Feb-15			
Veteran	1		
Apprentice	3		
San Bernardino	5	Local	7 70%
Riverside	2	Non-Local	3 30%
Other	3	Total	10

Mar-15			
Veteran	1		
Apprentice	2		
San Bernardino	6	Local	9 75%
Riverside	3	Non-Local	3 25%
Other	3	Total	12

Apr-15			
Veteran	1		
Apprentice	2		
San Bernardino	9	Local	13 50%
Riverside	4	Non-Local	13 50%
Other	13	Total	26

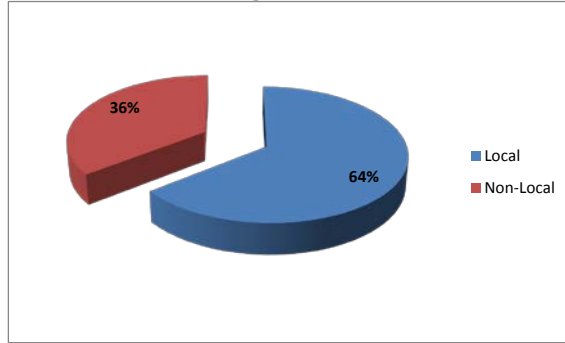
May-15			
Veteran	0		
Apprentice	3		
San Bernardino	8	Local	15 50%
Riverside	7	Non-Local	15 50%
Other	15	Total	30

Jun-15			
Veteran	0		
Apprentice	3		
San Bernardino	9	Local	15 48%
Riverside	6	Non-Local	16 52%
Other	16	Total	31

New Gymnasiums & Pools

(Gym)

August 2015



Jul-14			
Veteran	0		
Apprentice	12		
San Bernardino	16	Local 34	47%
Riverside	18	Non-Local 38	53%
Other	38	Total 72	

Aug-14			
Veteran	0		
Apprentice	12		
San Bernardino	23	Local 45	56%
Riverside	22	Non-Local 35	44%
Other	35	Total 80	

Sep-14			
Veteran	0		
Apprentice	1		
San Bernardino	15	Local 23	51%
Riverside	8	Non-Local 22	49%
Other	22	Total 45	

Oct-14			
Veteran	0		
Apprentice	1		
San Bernardino	8	Local 21	46%
Riverside	13	Non-Local 25	54%
Other	25	Total 46	

Nov-14			
Veteran	0		
Apprentice	0		
San Bernardino	5	Local 19	48%
Riverside	14	Non-Local 21	53%
Other	21	Total 40	

Dec-14			
Veteran	0		
Apprentice	3		
San Bernardino	5	Local 25	66%
Riverside	20	Non-Local 13	34%
Other	13	Total 38	

Jan-15			
Veteran	0		
Apprentice	5		
San Bernardino	8	Local 33	65%
Riverside	25	Non-Local 18	35%
Other	18	Total 51	

Feb-15			
Veteran	0		
Apprentice	10		
San Bernardino	9	Local 34	60%
Riverside	25	Non-Local 23	40%
Other	23	Total 57	

Mar-15			
Veteran	0		
Apprentice	10		
San Bernardino	13	Local 35	49%
Riverside	22	Non-Local 37	51%
Other	37	Total 72	

Apr-15			
Veteran	0		
Apprentice	12		
San Bernardino	22	Local 44	57%
Riverside	22	Non-Local 33	43%
Other	33	Total 77	

May-15			
Veteran	0		
Apprentice	18		
San Bernardino	30	Local 68	59%
Riverside	38	Non-Local 47	41%
Other	47	Total 115	

Jun-15			
Veteran	0		
Apprentice	33		
San Bernardino	45	Local 97	59%
Riverside	52	Non-Local 68	41%
Other	68	Total 165	

Jul-15			
Veteran	0		
Apprentice	45		
San Bernardino	62	Local 133	66%
Riverside	71	Non-Local 68	34%
Other	68	Total 201	

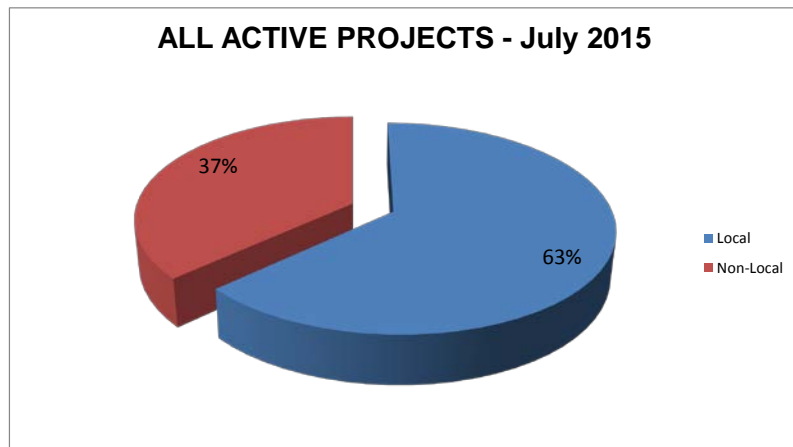
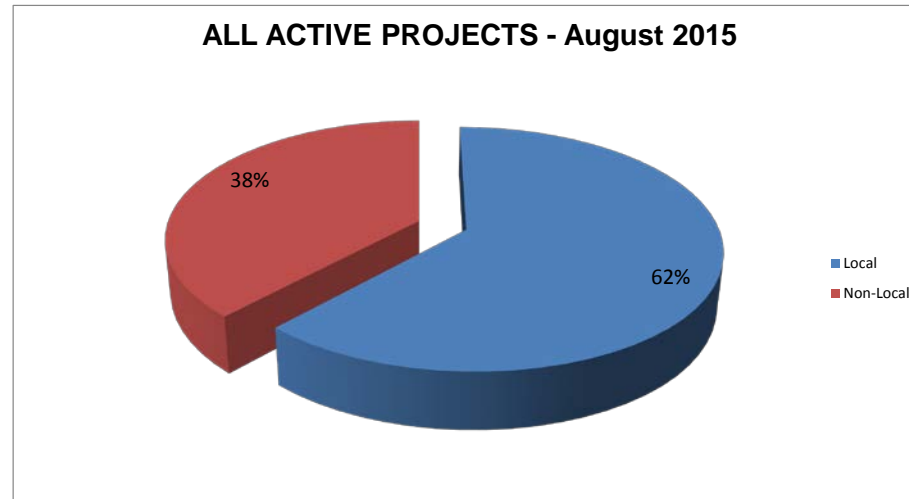
Aug-15			
Veteran	0		
Apprentice	40		
San Bernardino	68	Local 134	64%
Riverside	66	Non-Local 74	36%
Other	74	Total 208	

PROJECT ONGOING

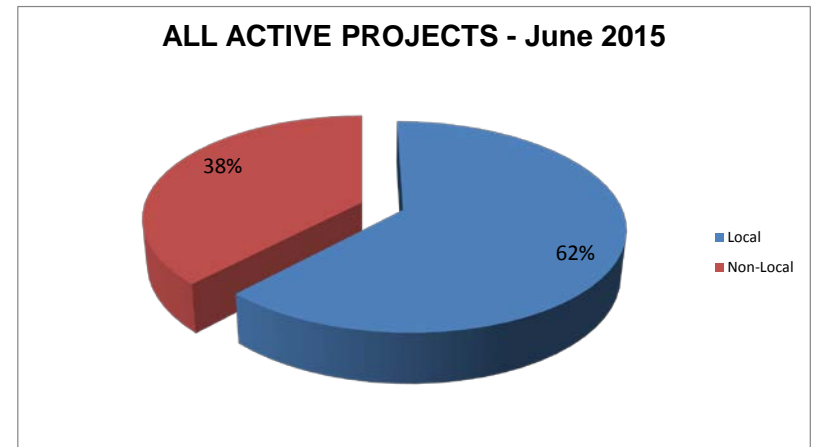
Demographics Summary

August 2015

Crafton Hills College On-Site Labor Force



OVERALL		
Local	266	63%
Non-Local	154	37%
Total	420	



OVERALL		
Local	219	62%
Non-Local	133	38%
Total	352	

Notes:

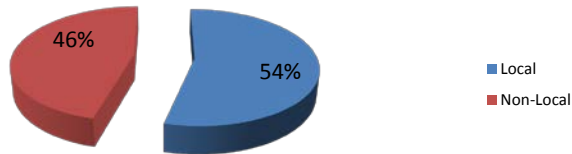
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- Overall numbers shown on the summary are local and non-local.

Demographics Summary

August 2015

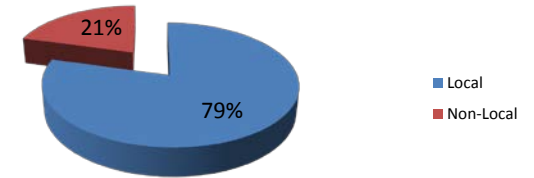
Crafton Hills College On-Site Labor Force

**Occupational Education #2
(OE-2)**



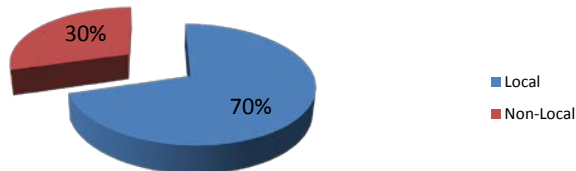
Occupational Education #2		
Local	101	54%
Non-Local	86	46%
Total	187	

**New Crafton Center
(NCC)**



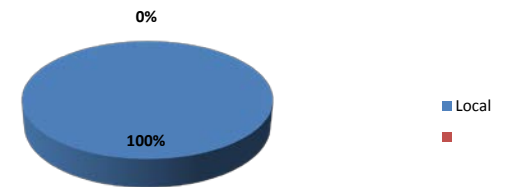
New Crafton Center		
Local	50	79%
Non-Local	13	21%
Total	63	

**New Science Building
(NSB)**



New Science Building		
Local	31	70%
Non-Local	13	30%
Total	44	

**PE Complex
(PEC)**



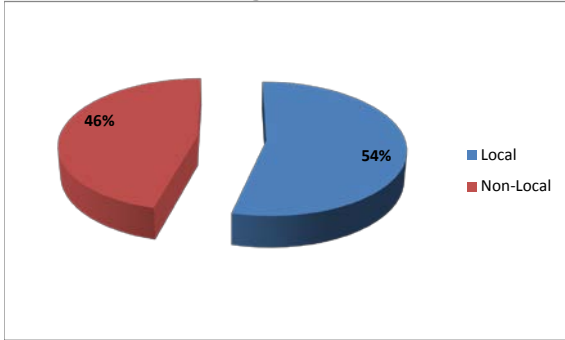
PE Complex		
Local	1	100%
Non-Local	0	0%
Total	1	

Notes:

- * Information is taken directly from contractor provided data.
 - * How SBCCD tracked on-site labor force has evolved over time so reporting may be different from job to job.
- Overall numbers shown on the summary are local and non-local.

Occupational Education #2
(OE2)

August 2015



Dec-13				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	0	0%
Riverside	0	Non-Local	0	0%
Other	0	Total	0	

Jan-14				
Veteran	0			
Apprentice	0			
San Bernardino	1	Local	2	67%
Riverside	1	Non-Local	1	33%
Other	1	Total	3	

Feb-14				
Veteran	0			
Apprentice	0			
San Bernardino	7	Local	20	91%
Riverside	13	Non-Local	2	9%
Other	2	Total	22	

Mar-14				
Veteran	0			
Apprentice	2			
San Bernardino	8	Local	17	94%
Riverside	9	Non-Local	1	6%
Other	1	Total	18	

Apr-14				
Veteran	0			
Apprentice	4			
San Bernardino	5	Local	10	91%
Riverside	5	Non-Local	1	9%
Other	1	Total	11	

May-14				
Veteran	0			
Apprentice	11			
San Bernardino	14	Local	32	73%
Riverside	18	Non-Local	12	27%
Other	12	Total	44	

Jun-14				
Veteran	0			
Apprentice	8			
San Bernardino	13	Local	28	70%
Riverside	15	Non-Local	12	30%
Other	12	Total	40	

Jul-14				
Veteran	0			
Apprentice	6			
San Bernardino	18	Local	33	66%
Riverside	15	Non-Local	17	34%
Other	17	Total	50	

Aug-14				
Veteran	0			
Apprentice	6			
San Bernardino	9	Local	20	57%
Riverside	11	Non-Local	15	43%
Other	15	Total	35	

Sep-14				
Veteran	0			
Apprentice	6			
San Bernardino	11	Local	32	49%
Riverside	21	Non-Local	33	51%
Other	33	Total	65	

Oct-14				
Veteran	0			
Apprentice	8			
San Bernardino	13	Local	33	55%
Riverside	20	Non-Local	27	45%
Other	27	Total	60	

Nov-14				
Veteran	3			
Apprentice	5			
San Bernardino	11	Local	31	60%
Riverside	20	Non-Local	21	40%
Other	21	Total	52	

Dec-14				
Veteran	3			
Apprentice	11			
San Bernardino	8	Local	27	61%
Riverside	19	Non-Local	17	39%
Other	17	Total	44	

Jan-15				
Veteran	3			
Apprentice	11			
San Bernardino	9	Local	28	47%
Riverside	19	Non-Local	31	53%
Other	31	Total	59	

Feb-15				
Veteran	3			
Apprentice	9			
San Bernardino	8	Local	27	47%
Riverside	19	Non-Local	31	53%
Other	31	Total	58	

Mar-15				
Veteran	3			
Apprentice	9			
San Bernardino	13	Local	35	47%
Riverside	22	Non-Local	39	53%
Other	39	Total	74	

Apr-15				
Veteran	3			
Apprentice	17			
San Bernardino	15	Local	39	51%
Riverside	24	Non-Local	37	49%
Other	37	Total	76	

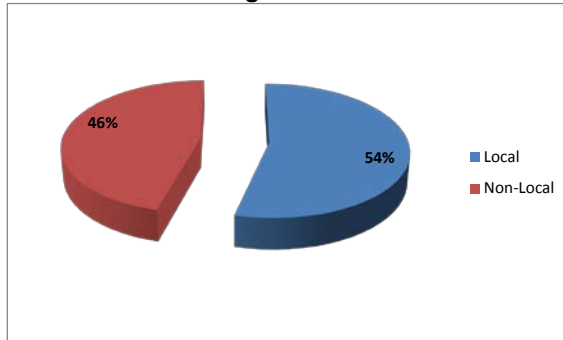
May-15				
Veteran	2			
Apprentice	28			
San Bernardino	33	Local	73	60%
Riverside	40	Non-Local	49	40%
Other	49	Total	122	

Jun-15				
Veteran	0			
Apprentice	29			
San Bernardino	36	Local	66	64%
Riverside	30	Non-Local	37	36%
Other	37	Total	103	

Occupational Education #2

(OE2)

August 2015



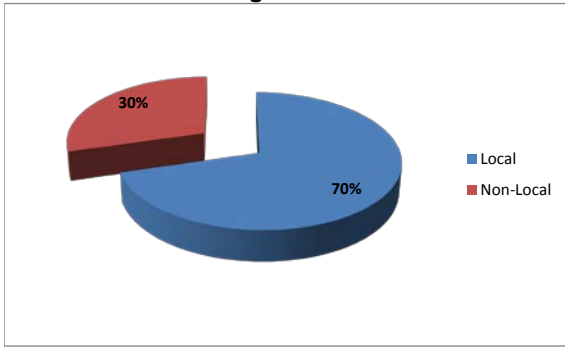
Jul-15			
Veteran	3		
Apprentice	29		
San Bernardino	53	Local	99 54%
Riverside	46	Non-Local	85 46%
Other	85	Total	184

Aug-15			
Veteran	0		
Apprentice	38		
San Bernardino	54	Local	101 54%
Riverside	47	Non-Local	86 46%
Other	86	Total	187

PROJECT ONGOING

**New Science Building
(NSB)**

August 2015



Dec-13			
Veteran	0		
Apprentice	0		
San Bernardino		Local	0 0%
Riverside	0	Non-Local	0 0%
Other	0	Total	0

Jan-14			
Veteran	0		
Apprentice	0		
San Bernardino	2	Local	3 60%
Riverside	1	Non-Local	2 40%
Other	2	Total	5

Feb-14			
Veteran	0		
Apprentice	0		
San Bernardino	4	Local	8 57%
Riverside	4	Non-Local	6 43%
Other	6	Total	14

Mar-14			
Veteran	0		
Apprentice	0		
San Bernardino	4	Local	8 53%
Riverside	4	Non-Local	7 47%
Other	7	Total	15

Apr-14			
Veteran	0		
Apprentice	0		
San Bernardino	12	Local	17 65%
Riverside	5	Non-Local	9 35%
Other	9	Total	26

May-14			
Veteran	0		
Apprentice	4		
San Bernardino	12	Local	21 58%
Riverside	9	Non-Local	15 42%
Other	15	Total	36

Jun-14			
Veteran	0		
Apprentice	7		
San Bernardino	13	Local	27 59%
Riverside	14	Non-Local	19 41%
Other	19	Total	46

Jul-14			
Veteran	0		
Apprentice	5		
San Bernardino	12	Local	22 51%
Riverside	10	Non-Local	21 49%
Other	21	Total	43

Aug-14			
Veteran	4		
Apprentice	10		
San Bernardino	23	Local	36 75%
Riverside	13	Non-Local	12 25%
Other	12	Total	48

Sep-14			
Veteran	4		
Apprentice	10		
San Bernardino	24	Local	41 73%
Riverside	17	Non-Local	15 27%
Other	15	Total	56

Oct-14			
Veteran	4		
Apprentice	10		
San Bernardino	31	Local	56 73%
Riverside	25	Non-Local	21 27%
Other	21	Total	77

Nov-14			
Veteran	1		
Apprentice	12		
San Bernardino	20	Local	45 75%
Riverside	25	Non-Local	15 25%
Other	15	Total	60

Dec-14			
Veteran	1		
Apprentice	12		
San Bernardino	20	Local	45 75%
Riverside	25	Non-Local	15 25%
Other	15	Total	60

Jan-15			
Veteran	2		
Apprentice	16		
San Bernardino	20	Local	54 73%
Riverside	34	Non-Local	20 27%
Other	20	Total	74

Feb-15			
Veteran	2		
Apprentice	21		
San Bernardino	23	Local	36 69%
Riverside	13	Non-Local	16 31%
Other	16	Total	52

Mar-15			
Veteran	1		
Apprentice	20		
San Bernardino	37	Local	81 73%
Riverside	44	Non-Local	30 27%
Other	30	Total	111

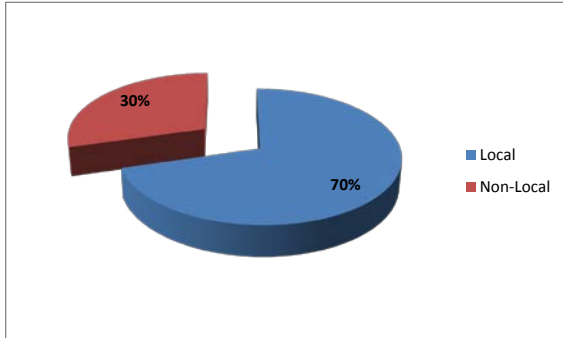
Apr-15			
Veteran	2		
Apprentice	18		
San Bernardino	46	Local	106 76%
Riverside	60	Non-Local	33 24%
Other	33	Total	139

May-15			
Veteran	1		
Apprentice	25		
San Bernardino	28	Local	75 73%
Riverside	47	Non-Local	28 27%
Other	28	Total	103

Jun-15			
Veteran	0		
Apprentice	19		
San Bernardino	36	Local	64 62%
Riverside	28	Non-Local	40 38%
Other	40	Total	104

**New Science Building
(NSB)**

August 2015



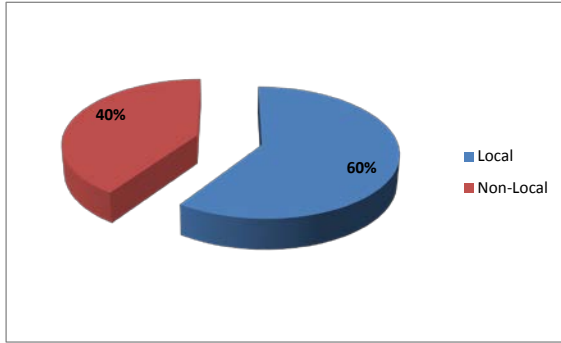
Jul-15			
Veteran	2		
Apprentice	18		
San Bernardino	33	Local	60 69%
Riverside	27	Non-Local	27 31%
Other	27	Total	87

Aug-15			
Veteran	0		
Apprentice	10		
San Bernardino	20	Local	31 70%
Riverside	11	Non-Local	13 30%
Other	13	Total	44

PROJECT ONGOING

**New Crafton Center
(NCC)**

August 2015



May-14				
Veteran	0			
Apprentice	0			
San Bernardino	9	Local	12	100%
Riverside	3	Non-Local	0	0%
Other	0	Total	12	

Jun-14				
Veteran	0			
Apprentice	1			
San Bernardino	7	Local	15	79%
Riverside	8	Non-Local	4	21%
Other	4	Total	19	

Jul-14				
Veteran	0			
Apprentice	1			
San Bernardino	11	Local	17	71%
Riverside	6	Non-Local	7	29%
Other	7	Total	24	

Aug-14				
Veteran	3			
Apprentice	5			
San Bernardino	24	Local	34	83%
Riverside	10	Non-Local	7	17%
Other	7	Total	41	

Sep-14				
Veteran	3			
Apprentice	5			
San Bernardino	18	Local	33	67%
Riverside	15	Non-Local	16	33%
Other	16	Total	49	

Oct-14				
Veteran	3			
Apprentice	5			
San Bernardino	17	Local	38	67%
Riverside	21	Non-Local	19	33%
Other	19	Total	57	

Nov-14				
Veteran	3			
Apprentice	15			
San Bernardino	31	Local	52	53%
Riverside	21	Non-Local	47	47%
Other	47	Total	99	

Dec-14				
Veteran	3			
Apprentice	23			
San Bernardino	52	Local	78	57%
Riverside	26	Non-Local	59	43%
Other	59	Total	137	

Jan-15				
Veteran	1			
Apprentice	16			
San Bernardino	31	Local	90	64%
Riverside	33	Non-Local	50	36%
Other	28	Total	140	

Feb-15				
Veteran	1			
Apprentice	6			
San Bernardino	23	Local	36	69%
Riverside	13	Non-Local	16	31%
Other	16	Total	52	

Mar-15				
Veteran	1			
Apprentice	6			
San Bernardino	20	Local	53	72%
Riverside	33	Non-Local	21	28%
Other	21	Total	74	

Apr-15				
Veteran	1			
Apprentice	10			
San Bernardino	24	Local	51	63%
Riverside	27	Non-Local	30	37%
Other	30	Total	81	

May-15				
Veteran	1			
Apprentice	17			
San Bernardino	47	Local	82	65%
Riverside	35	Non-Local	44	35%
Other	44	Total	126	

Jun-15				
Veteran	0			
Apprentice	14			
San Bernardino	38	Local	66	60%
Riverside	28	Non-Local	44	40%
Other	44	Total	110	

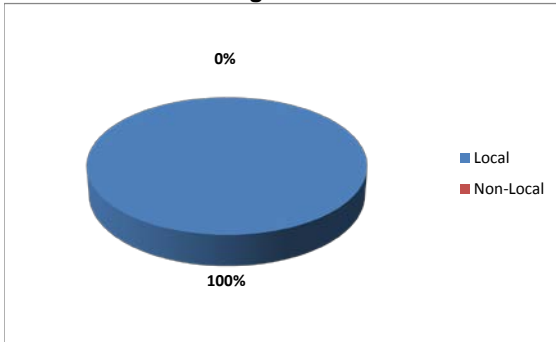
Jul-15				
Veteran	0			
Apprentice	26			
San Bernardino	58	Local	91	64%
Riverside	33	Non-Local	52	36%
Other	52	Total	143	

Aug-15				
Veteran	0			
Apprentice	15			
San Bernardino	22	Local	50	60%
Riverside	28	Non-Local	34	40%
Other	34	Total	84	

PROJECT ONGOING

PE Complex
(PEC)

August 2015



Oct-13				
Veteran	0			
Apprentice	0			
San Bernardino	3	Local	12	71%
Riverside	9	Non-Local	5	29%
Other	5	Total	17	

Nov-13				
Veteran	0			
Apprentice	1			
San Bernardino	7	Local	14	70%
Riverside	7	Non-Local	6	30%
Other	6	Total	20	

Dec-13				
Veteran	0			
Apprentice	2			
San Bernardino	15	Local	26	81%
Riverside	11	Non-Local	6	19%
Other	6	Total	32	

Jan-14				
Veteran	0			
Apprentice	1			
San Bernardino	9	Local	27	82%
Riverside	18	Non-Local	6	18%
Other	6	Total	33	

Feb-14				
Veteran	0			
Apprentice	0			
San Bernardino	9	Local	27	82%
Riverside	18	Non-Local	6	18%
Other	6	Total	33	

Mar-14				
Veteran	0			
Apprentice	0			
San Bernardino	7	Local	28	82%
Riverside	21	Non-Local	6	18%
Other	6	Total	34	

Apr-14				
Veteran	0			
Apprentice	1			
San Bernardino	11	Local	30	81%
Riverside	19	Non-Local	7	19%
Other	7	Total	37	

May-14				
Veteran	0			
Apprentice	2			
San Bernardino	15	Local	36	78%
Riverside	21	Non-Local	10	22%
Other	10	Total	46	

Jun-14				
Veteran	0			
Apprentice	0			
San Bernardino	14	Local	26	67%
Riverside	12	Non-Local	13	33%
Other	13	Total	39	

Jun-14				
Veteran	0			
Apprentice	0			
San Bernardino	14	Local	26	67%
Riverside	12	Non-Local	13	33%
Other	13	Total	39	

Jul-14				
Veteran	0			
Apprentice	0			
San Bernardino	15	Local	22	71%
Riverside	7	Non-Local	9	29%
Other	9	Total	31	

Aug-14				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	7	70%
Riverside	0	Non-Local	3	30%
Other	0	Total	10	

Sep-14				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	0	0%
Riverside	0	Non-Local	0	0%
Other	0	Total	0	

PROJECT ENDED

Aug-15				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	1	100%
Riverside	1	Non-Local	0	0%
Other	0	Total	1	

SMALL PROJECT ITEMS ADDED

**Maintenance and Operations Reno
(M&O)**

August 2015

PROJECT COMPLETE

Dec-14				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	2	67%
Riverside	0	Non-Local	1	33%
Other	0	Total	3	

Jan-15				
Veteran	0			
Apprentice	2			
San Bernardino	10	Local	22	92%
Riverside	12	Non-Local	2	8%
Other	2	Total	24	

Feb-15				
Veteran	0			
Apprentice	2			
San Bernardino	10	Local	16	94%
Riverside	6	Non-Local	1	6%
Other	1	Total	17	

Mar-15				
Veteran	0			
Apprentice	2			
San Bernardino	18	Local	26	96%
Riverside	8	Non-Local	1	4%
Other	1	Total	27	

Apr-15				
Veteran	0			
Apprentice	1			
San Bernardino	18	Local	26	96%
Riverside	8	Non-Local	1	4%
Other	1	Total	27	

May-15				
Veteran	0			
Apprentice	1			
San Bernardino	9	Local	16	94%
Riverside	7	Non-Local	1	6%
Other	1	Total	17	

Jun-15				
Veteran	0			
Apprentice	6			
San Bernardino	9	Local	23	66%
Riverside	14	Non-Local	12	34%
Other	12	Total	35	

Jul-15				
Veteran	0			
Apprentice	0			
San Bernardino	2	Local	3	100%
Riverside	1	Non-Local	0	0%
Other	0	Total	3	

Aug-15				
Veteran	0			
Apprentice	0			
San Bernardino	0	Local	0	0%
Riverside	0	Non-Local	0	0%
Other	0	Total	0	

PROJECT COMPLETE

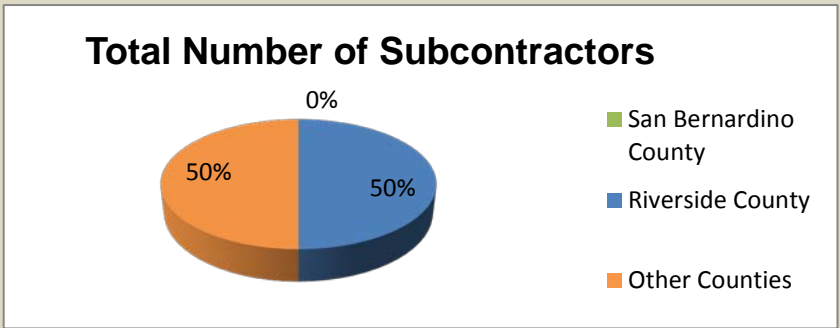
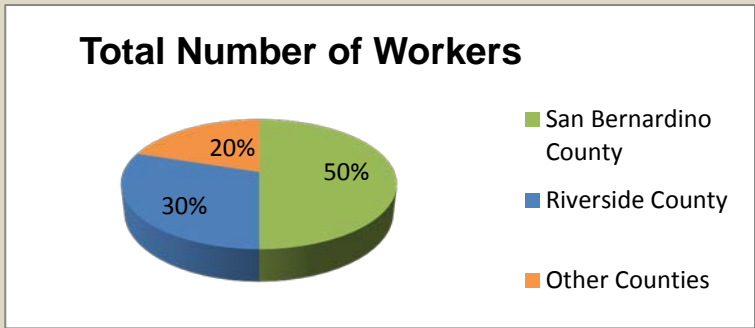
Project: Applied Technology (AT Phase 1)
Program: SBCCD Measure M Bond Program - Valley College

Report Date: August 31, 2015
Report By: Hussain Agah, Sr. Campus Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none">• Punchlist Work• Receive Closeout Docs• Project Completion• The Campus has requested to furnish and install male adaptor to the existing welding machine to match the installed connector by the contractor	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">• DSA certification of Phase I is contingent to closing out pending DSA approval in the main building. The women's and men's restrooms weren't constructed per plan. DSA certification of Phase I is contingent to closing out pending DSA application direction to comply with ADA requirements
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">• Punchlist• Project Completion• File final completion with the county• Develop scope of work to procure and install the make adaptor and solicit a price for installation.	<p><u>Notes</u></p> <ul style="list-style-type: none">• The original project scope is based on the LPA and HMC Fire, Life and Safety Assessment

Total Number of Workers: 20					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Colton	4	Beaumont	1	Alpine	1
Highland	1	Homeland	1	Claremont	1
Ontario	3	Lake Elsinore	1	Huntington Beach	1
Rancho Cucamonga	1	Menifee	1	San Diego	1
Yucaipa	1	San Jacinto	1		
		Wildomar	1		
Total	10	Total	6	Total	4

Total Number of Subcontractors: 10					
Number of Subcontractors from San Bernardino County	0	Number of Subcontractors from Riverside County	5	Number of Subcontractors from Other Counties	5



Project: New Gymnasium (and Stadium)
Program: SBCCD Measure M Bond Program - Valley College

Report Date: August 31, 2015
 Report By: Hussain Agah, Sr. Campus Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none"> • Complete structural steel erection of Main Gym for all segments • Completed the main city water line installation milestone during summer • Continue decking second floor, third floor and roof • Continue concrete pour on second metal deck and slab on grade • Concluded design coordination meetings with Architect and Campus to address Campus change requests • Continue mechanical, electrical, plumbing, fire proofing and studs install. • Continue visitor field building fencing, routing of underground utilities • Complete all ADA sidewalk ways and parking lots milestone during summer break • Issued time extension and compensatory delays change order 	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none"> • Finalize the fixed fixture and furniture design by HMC • Finalize the main gym logo and graphics by the Campus • Contractor requested a copy of project builder's rick policy for Gym • Review and approve the re-baseline schedule per approved time extension • Contractor submitted a \$260K change order request for structural steel DSA deferred approval system changes. Kitchell/BRJ and HMC rejected the change order as it deems to be an internal change request, late submission change order request, contractor's sole decision to make the changes, unjustifiable design by the deferred approval designer, failure to provide testing data to DSA plan reviewer, and failure to submit a timely code interpretation code appeal to DSA through the design team
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none"> • Start roofing the north portion of the building • Continue underground utilities installation • Concrete pours Segment C auditorium seating • Continue mechanical, electrical, plumbing, fire proofing & studs installation • Start exterior studs, sheathing and waterproofing systems 	<p><u>Notes</u></p> <ul style="list-style-type: none"> • Delivery of Main Gym Building A is ahead of the schedule - May 28, 2016 (requested by July 15, 2016)

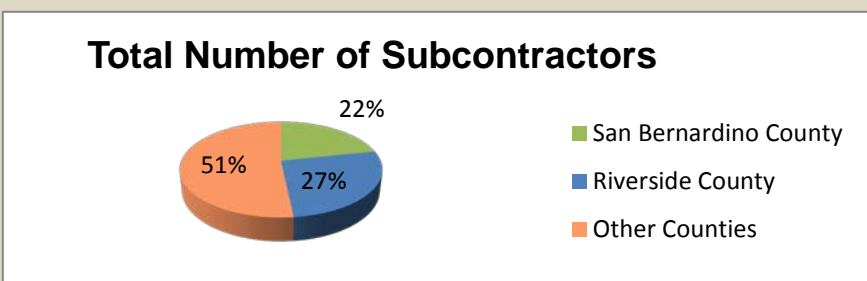
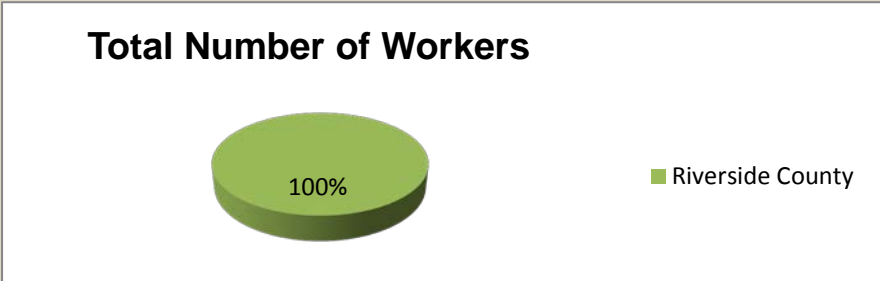
Project: New Gymnasium (and Stadium)
Program: SBCCD Measure M Bond Program - Valley College

Report Date: August 31, 2015
 Report By: Hussain Agah, Sr. Campus Manager

Total Number of Workers: 208					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Adelanto	2	Beaumont	2	Anaheim	3
Apple Valley	2	Calimesa	1	Azusa	1
Bloomington	4	Corona	4	Bell Gardens	2
Chino Hills	2	Hemet	3	Buena Park	1
Colton	1	Homeland	1	Carlsbad	1
Fontana	10	Lake Elsinore	7	Commerce	1
Grand Terrace	1	Menifee	5	Covina	2
Hesperia	4	Mira Loma	2	Downey	1
Highland	2	Moreno Valley	9	Escondido	1
Lake Arrowhead	1	Murrieta	7	Fallbrook	1
Loma Linda	1	Norco	2	Gardena	1
Mentone	1	Nuevo	5	Glendale	1
Ontario	8	Palm Desert	1	Hacienda Heights	1
Rancho Cucamonga	4	Perris	4	Hawthorne	1
Redlands	2	Riverside	9	Huntington Park	1
Rialto	4	Temecula	3	Inglewood	2
San Bernardino	9	Winchester	1	La Crescenta	1
Upland	2			La Habra	1
Victorville	3			La Puente	2
Wrightwood	2			Ladera Ranch	1
Yucaipa	3			Lakeside	1
				Lakewood	3
				Long Beach	1
				Los Angeles	7
				North Hills	2
				Norwalk	3
				Orange	2
				Pacoima	1
				Pahrump	1

Total Number of Workers: 208					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
				Palmdale	2
				Phoenix	1
				Pomona	4
				Rowland Heights	1
				San Dimas	3
				San Pedro	1
				Santa Ana	4
				Santa Fe Springs	1
				Stanton	1
				Sunland	1
				Sylmar	2
				Ventura	1
				West Covina	1
				Whittier	4
Total	68	Total	66	Total	74

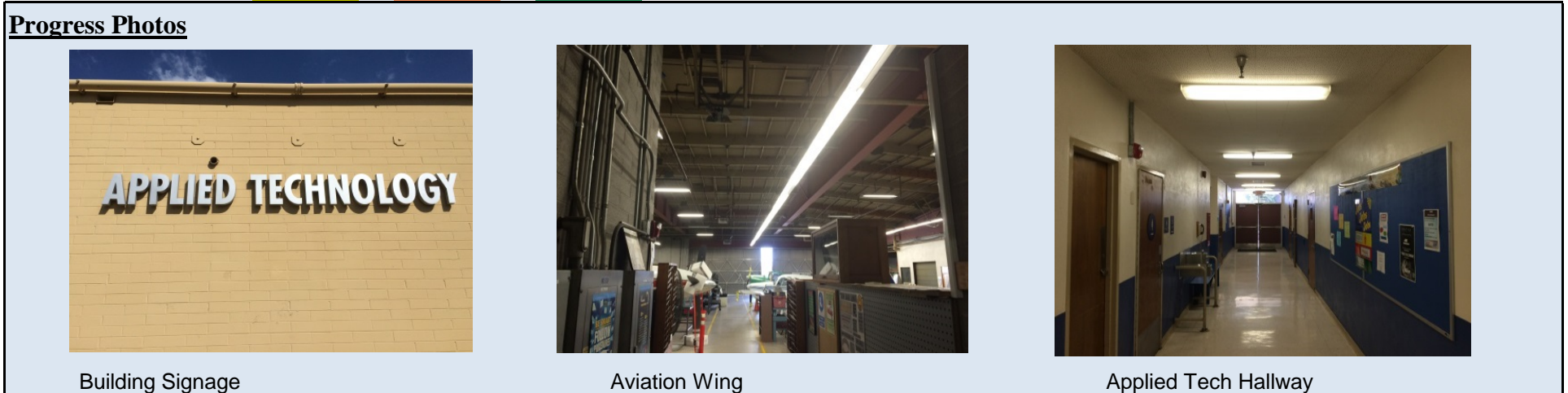
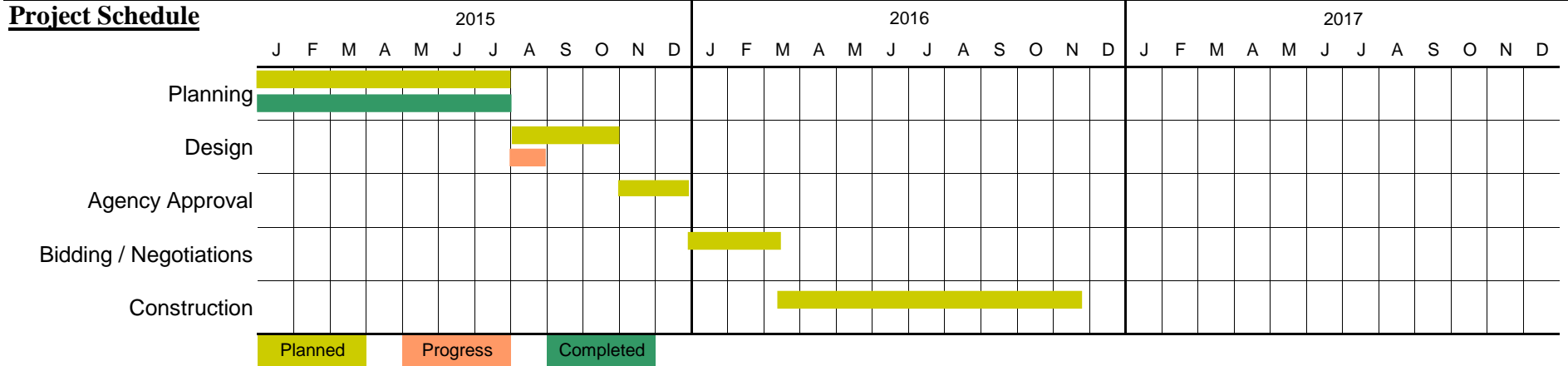
Total Number of Subcontractors: 60					
Number of Subcontractors from San Bernardino County	13	Number of Subcontractors from Riverside County	16	Number of Subcontractors from Other Counties	31



Project: Applied Technology II (AT Phase 2)
Program: SBCCD Measure M Bond Program - Valley College

Report Date: August 31, 2015
Report By: Hussain Agah, Sr. Campus Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	550,000.00	59.14%	0.00	0.00%	430,183.00	78.22%	*	119,817.00 21.78%
Project Soft Costs	380,000.00	40.86%	0.00	0.00%	297,900.00	78.39%		82,100.00 21.61%
Total Project	930,000.00	100.00%	0.00	0.00%	728,083.00	78.29%		201,917.00 21.71%
*Note: Moved \$225,000 to AT from ADA scope for ADA requirements in the AT Building								
Change Orders to Date	* No.	0	* Change Order	0.00	0	Change Amend.	0.00	0.00% of Hard Costs *



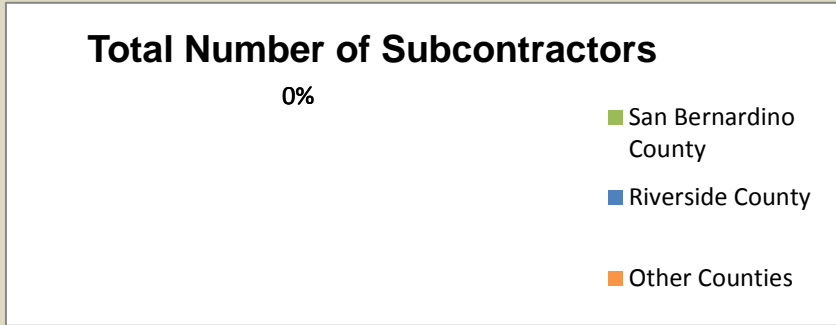
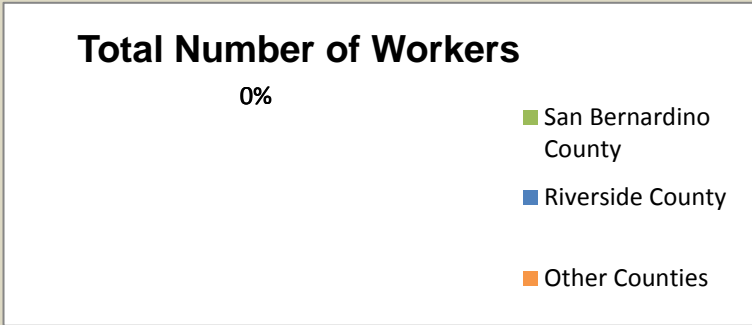
Project: Applied Technology II (AT Phase 2)
Program: SBCCD Measure M Bond Program - Valley College

Report Date: August 31, 2015
 Report By: Hussain Agah, Sr. Campus Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none"> Received approval of funding, scope of work and schedule for Phase II Scope includes: Swamp cooler replacement and ventilation for welding lab and tool room, restrooms, ADA upgrade, emergency lighting fix, and remove/relocation of existing welding lab #112 <p><u>Emergency lighting upgrade</u></p> <ul style="list-style-type: none"> The project was bid and received lowest responsible bidder <p><u>Mechanical Upgrades</u></p> <ul style="list-style-type: none"> Design Development <p><u>Restrooms ADA Upgrades</u></p> <ul style="list-style-type: none"> HMC submitted design fees and under review 	<p><u>Items to Resolve</u></p> <p><u>Emergency lighting upgrade</u></p> <ul style="list-style-type: none"> N/A <p><u>Mechanical Upgrades</u></p> <ul style="list-style-type: none"> N/A <p><u>Restrooms ADA Upgrades</u></p> <ul style="list-style-type: none"> N/A
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none"> Discuss and obtain approval for project delivery method of Phase II. Due to the nature of Phase II, smaller UCAAP projects will be the best method to complete approved scope of work <p><u>Emergency lighting upgrade</u></p> <ul style="list-style-type: none"> Receive board approval and start construction <p><u>Mechanical Upgrades</u></p> <ul style="list-style-type: none"> Receive 90% design development drawings for reviews <p><u>Restrooms ADA Upgrades</u></p> <ul style="list-style-type: none"> Receive HMC approval for design fees and start design development 	<p><u>Notes</u></p> <ul style="list-style-type: none"> Developed project phasing strategies and schedules with Campus Discuss and obtain approval for project delivery method of Phase II. Due to the nature of Phase II, smaller UCAAP projects will be the best method to complete approved scope of work

Total Number of Workers: 0					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Total	0	Total	0	Total	0

Total Number of Subcontractors: 0					
Number of Subcontractors from San Bernardino County		Number of Subcontractors from Riverside County		Number of Subcontractors from Other Counties	
	0		0		0



Project: Auditorium Renovations (Door & Hardware Upgrade)

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	7,903,326.41	73.44%	7,860,551.52	99.46%	8,086,455.43	102.32% *	(183,129.02)	-2.32%
Project Soft Costs	2,858,759.03	26.56%	1,926,953.91	0.00%	2,384,307.62	83.40%	474,451.41	16.60%
Total Project	10,762,085.44	100.00%	9,787,505.43	90.94%	10,470,763.05	97.29%	291,322.39	2.71%

*Note: This project is part of Miscellaneous Bond Improvement and the budget portion doesn't reflect the Doors and Hardware project's budget

Change Orders to Date * No. 0 * Change Order 0.00 0 Change Amend. 0.00 0.00% of Hard Costs *

Project Schedule

	2015												2016												2017											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Planning						Planned	Progress																													
Design							Progress	Completed																												
Agency Approval																																				
Bidding / Negotiations										Planned	Progress																									
Construction											Planned																									

*Note: This project is part of Miscellaneous Bond Improvement.
The schedule portion reflects the Doors and Hardware schedule only.

Progress Photos



West Side of Auditorium



South Exterior Door



North Exterior Door

Project: Auditorium Renovations (Door & Hardware Upgrade)

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none">• The project consists of replacement of all doors and hardware that were not addressed by the Auditorium Renovation Project.• The project in design development• Met with Campus facilities and user group and provided an initial scope and limit of work	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">• Coordinate the work among with Campus Facilities for logistical and access constraints• Coordinate with the Campus to address schedule constraints for classes and events
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">• Review the design development with the campus	<p><u>Notes</u></p> <ul style="list-style-type: none">• Procurement of this project would fit within the UCCAP limit

Project: Auditorium Renovations (Door & Hardware Upgrade)

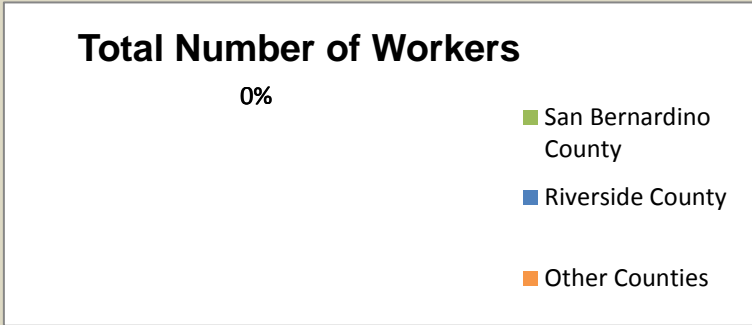
Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

Total Number of Workers: 0					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Total	0	Total	0	Total	0

Total Number of Subcontractors: 0					
Number of Subcontractors from San Bernardino County	0	Number of Subcontractors from Riverside County	0	Number of Subcontractors from Other Counties	0



**Project: Miscellaneous Bond Improvements:
Outfield Baseball Netting (South)**

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Valley College

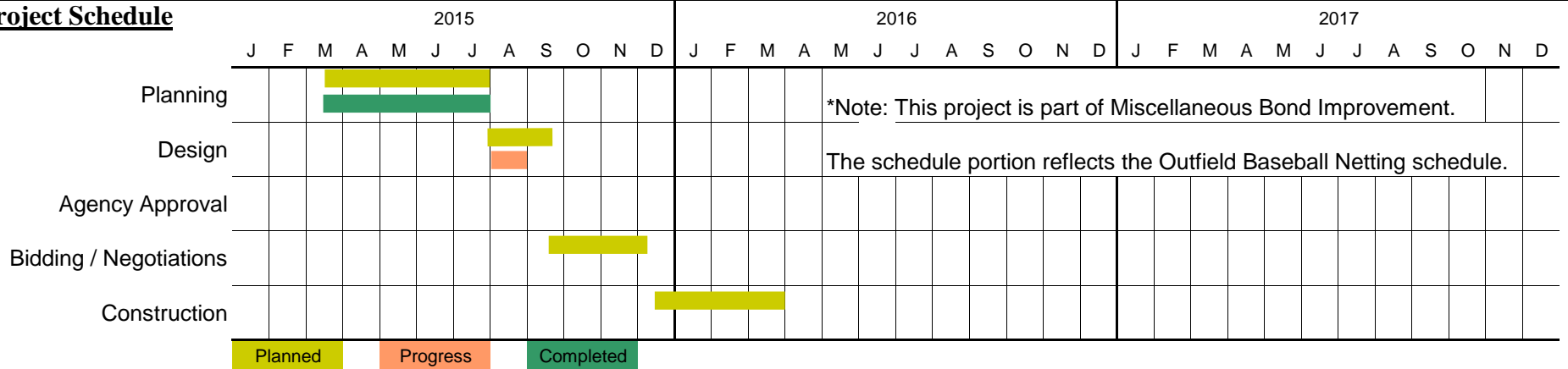
Report By: Hussain Agah, Sr. Campus Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	305,739.45	83.71%	13,415.00	4.39%	290,215.00	94.92% *	15,524.45	5.08%
Project Soft Costs	59,513.75	16.29%	23,337.98	0.00%	74,331.75	124.90%	(14,818.00)	-24.90%
Total Project	365,253.20	100.00%	36,752.98	10.06%	364,546.75	99.81%	706.45	0.19%

*Note: This project is part of Miscellaneous Bond Improvement and the budget portion doesn't reflect the outfield baseball netting project's budget

Change Orders to Date * No. 0 * Change Order 0.00 0 Change Amend. 0.00 0.00% of Hard Costs *

Project Schedule

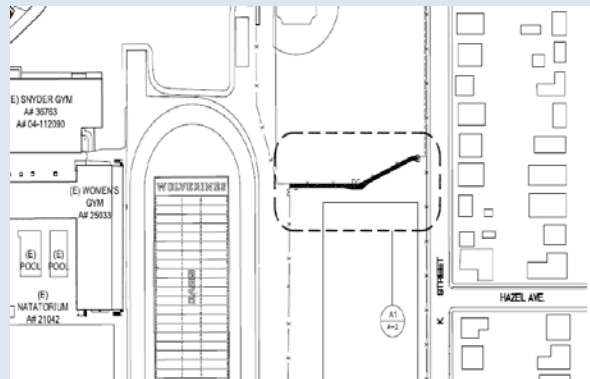


*Note: This project is part of Miscellaneous Bond Improvement.
The schedule portion reflects the Outfield Baseball Netting schedule.

Progress Photos



Future location for the netting fence



Future location for the netting fence



Future location for the netting fence

Project: Miscellaneous Bond Improvements:
Outfield Baseball Netting (South)

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none">• The purpose of this project is to separate the soccer field from baseball field in order to protect the soccer field from baseballs travelling over the existing fence• The project in design development• Met with Campus facilities and user group and provided an initial scope and limit of work	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">• Coordinate the work among other contractors for logistical and access constraints• Coordinate with the Campus to address schedule constraints for baseball and soccer game schedules
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">• Review the design development with the campus	<p><u>Notes</u></p> <ul style="list-style-type: none">• Procurement of this project would fit within the UCCAP limit

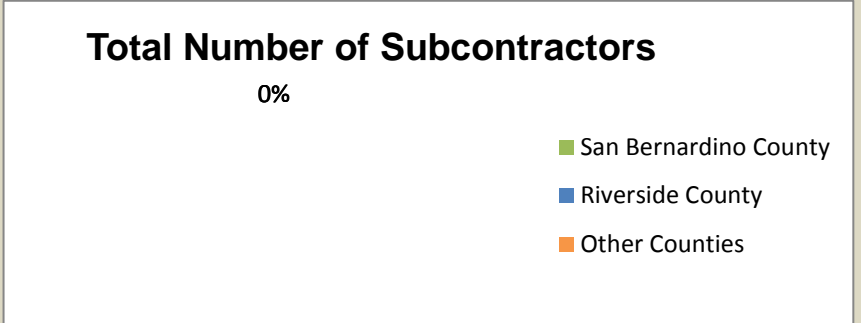
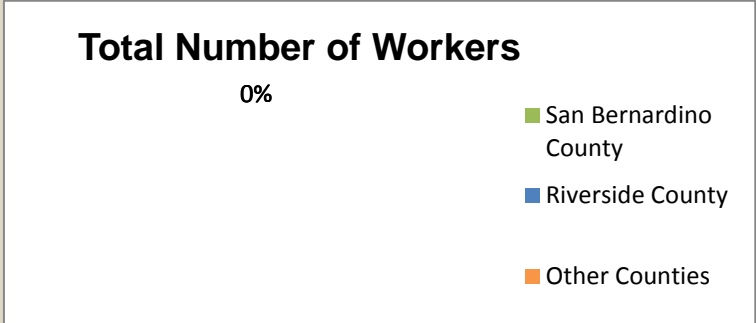
Project: Miscellaneous Bond Improvements:
Outfield Baseball Netting (South)

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

Total Number of Workers: 0					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Total	0	Total	0	Total	0
Total Number of Subcontractors: 0					
Number of Subcontractors from San Bernardino County	0	Number of Subcontractors from Riverside County	0	Number of Subcontractors from Other Counties	0



Project: Miscellaneous Bond Improvements:
KVCR Parking Lot

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Valley College

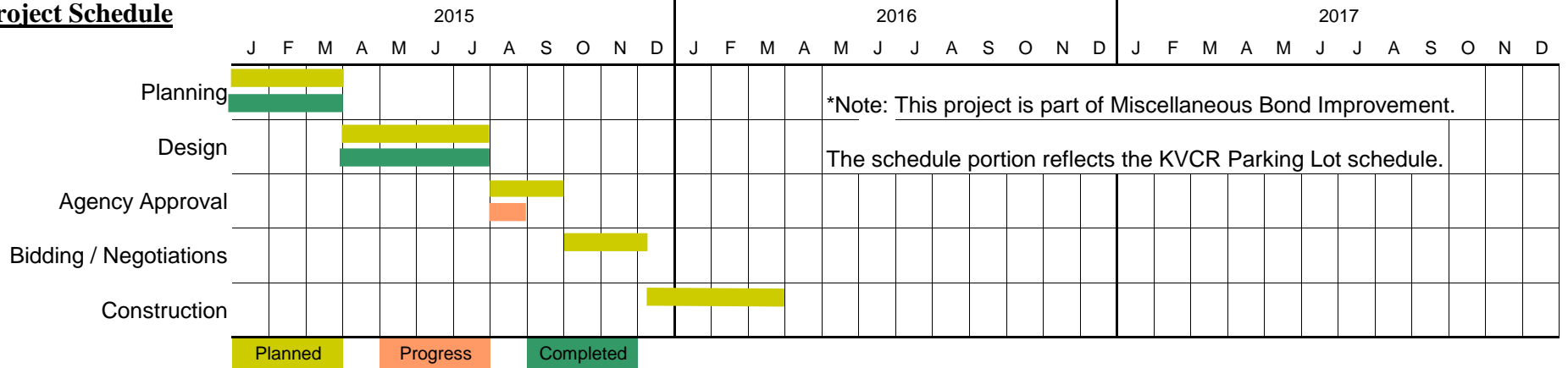
Report By: Hussain Agah, Sr. Campus Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget		
Project Hard Costs	305,739.45	83.71%	13,415.00	4.39%	290,215.00	94.92%	*	15,524.45	5.08%
Project Soft Costs	59,513.75	16.29%	23,337.98	0.00%	74,331.75	124.90%		(14,818.00)	-24.90%
Total Project	365,253.20	100.00%	36,752.98	10.06%	364,546.75	99.81%		706.45	0.19%

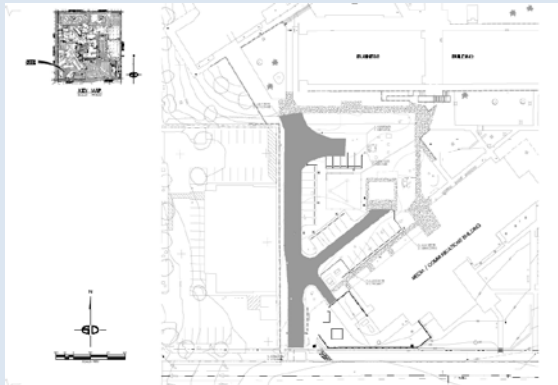
*Note: This project is part of Miscellaneous Bond Improvement and the budget portion doesn't reflect the KVCR Parking Lot project's budget

Change Orders to Date * No. 0 * Change Order 0.00 0 Change Amend. 0.00 0.00% of Hard Costs *

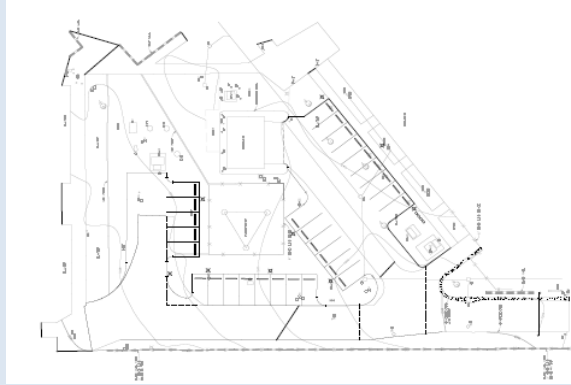
Project Schedule



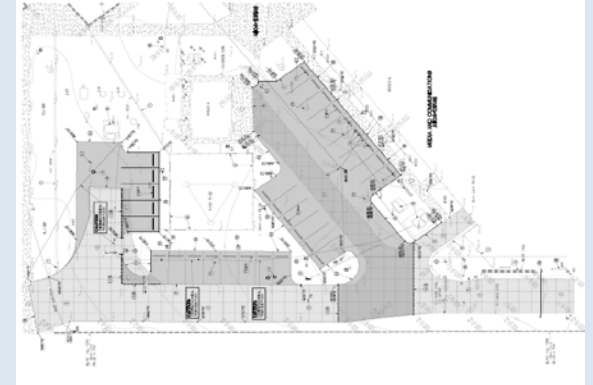
Progress Photos



Site Plan for KVCR Parking



Site Plan for KVCR Parking



Site Plan for KVCR Parking

Project: Miscellaneous Bond Improvements:
KVCR Parking Lot

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none">• The project consists of constructing new parking lot between KVCR building and Business building that serves KVCR faculty and administration staff• The project is at DSA under review	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">• Coordinate the work among other contractors for logistical and access constraints• Coordinate with the Campus to address schedule constraints for KVCR schedule constraints especially for Live Broadcasting
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">• Receive DSA approval and start bid and award phase	<p><u>Notes</u></p> <ul style="list-style-type: none">• Procurement of this project would fit within the UCCAP limit

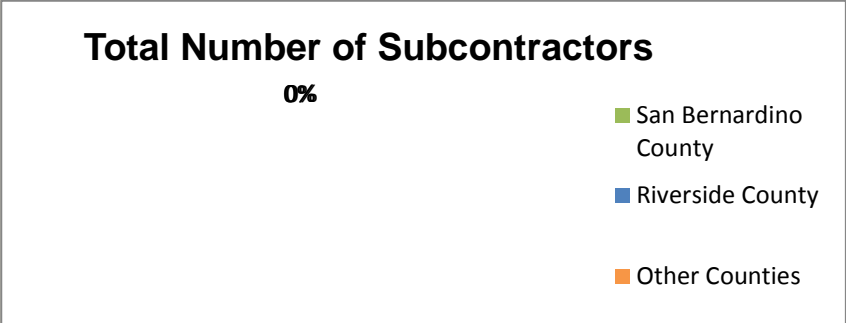
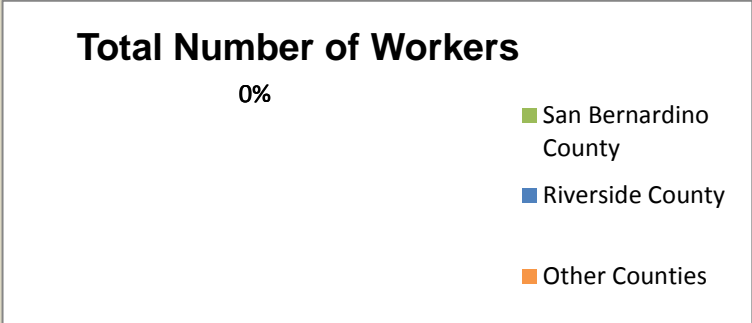
Project: Miscellaneous Bond Improvements:
KVCR Parking Lot

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Valley College

Report By: Hussain Agah, Sr. Campus Manager

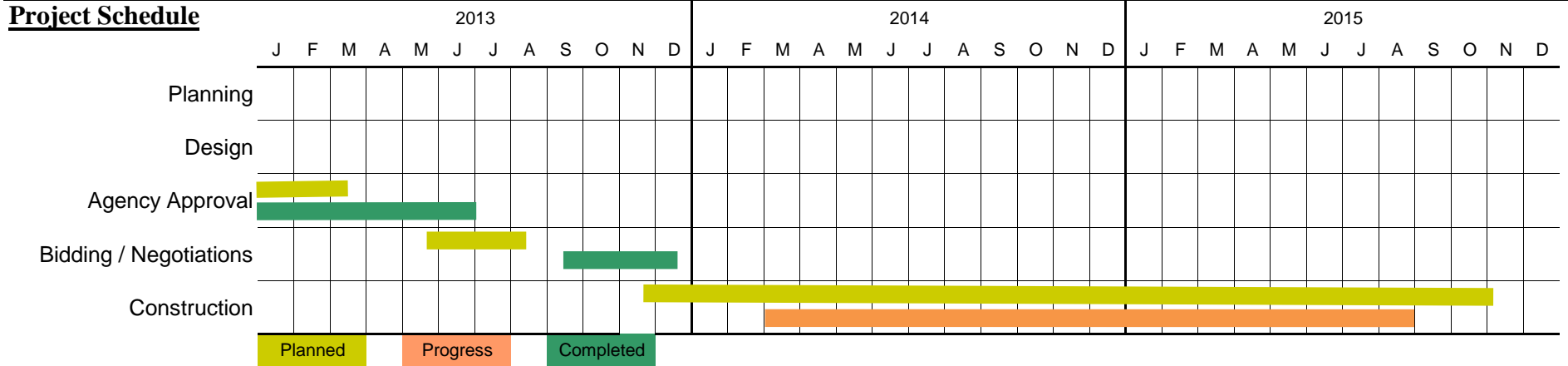
Total Number of Workers: 0					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Total	0	Total	0	Total	0
Total Number of Subcontractors: 0					
Number of Subcontractors from San Bernardino County	0	Number of Subcontractors from Riverside County	0	Number of Subcontractors from Other Counties	0




Project: New Science Building*
Program: SBCCD Measure M Bond Program - Crafton Hills College
 * Includes Circuit C

Report Date: August 31, 2015
Report By: Monica Garza, Project Manager


Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs *	20,975,192.78	78.25%	16,367,681.24	78.03%	21,067,253.79	100.44%	*(92,061.01)	-0.44%
Project Soft Costs	5,830,324.22	21.75%	4,961,078.20	85.09%	6,089,390.99	104.44%	(259,066.77)	-4.44%
Total Project	26,805,517.00	100.00%	21,328,759.44	79.57%	27,156,644.78	101.31%	(351,127.78)	-1.31%
Change Orders to Date * No. 3	* Change Order 142,048.74		* Change Amend. 0.00		0.67% of Hard Costs		* CIRCUIT C	




Progress Photos



Future view of building design from canyon



Front of Lecture Building



Work Progress at Lecture Wing Building

Project: New Science Building*
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
 Report By: Monica Garza, Project Manager

<p><u>Progress This Period</u></p> <p><i>LAB WING BUILDING</i></p> <ul style="list-style-type: none"> • Continue with the Installation of interior elevator # 2, rails, cab, doors • Complete above ceiling work, seismic, labeling, Commissioning revisions is ongoing, status is about 95% • Installation of metal panels system is ongoing, approx. 80% • Install and make up equipment for mechanical room is on going • Metal casework and fume hoods are install, pending the ductwork • Communication and data testing on 1st and 2nd floor at Lab Building • Trim out T-bar ceiling at Fume hoods • Installation of wood doors are underway <p><i>LECTURE WING BUILDING</i></p> <ul style="list-style-type: none"> • Install interior wood doors are underway • Seismic, labeling, and inspections currently underway • Installation of metal panels on the fins East and West elevations <p><i>SITE WORK</i></p> <ul style="list-style-type: none"> • Layout forming install sand, rebar & place concrete flatwork work at stairs and west side of the Lab Wing • Fabrication and installation of steel handrails both buildings • Excavation forming, install rebar & pour concrete for seat walls between buildings 	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none"> • Replace damaged louver at the AHU Lab Wing Building • Installation of metal panels are currently underway, caulking is still pending
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none"> • Continue project submittal and RFI processing • Install sand, rebar & place concrete flatwork at the west side of the Lab Wing Building • Test and Inspection of all fire alarm devices • Install hardware and finish installation of Elevator # 1 (exterior elevator) the Lab Wing Building • Fabrication and installation of steel handrails 	<p><u>Notes</u></p> <ul style="list-style-type: none"> • None

Project: New Science Building*

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Monica Garza, Project Manager

Total Number of Workers: 58					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Alta Loma	2	Corona	4	Duarte	1
Fontana	1	Hemet	1	Fountain Valley	1
Hesperia	2	Mira Loma	1	Huntington Beach	1
Highland	2	Moreno Valley	1	La Habra	1
Ontario	2	Perris	2	La Verne	1
Rancho Cucamonga	2	Riverside	7	Long Beach	1
Redlands	1	Temecula	1	Monterey Park	1
Rialto	5	Wildomar	1	Oceanside	2
San Bernardino	6	Winchester	1	San Diego	1
Victorville	1			Santa Ana	1
Yucaipa	1			Temple City	1
Yucca Valley	1			Whittier	1
Total	26	Total	19	Total	13

Project: New Science Building*

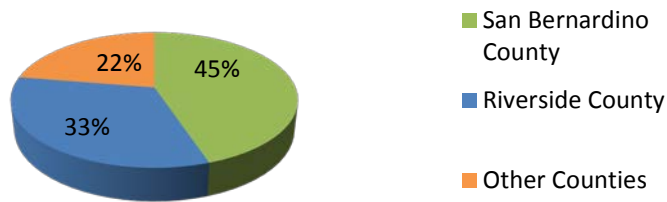
Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Monica Garza, Project Manager

Total Number of Subcontractors: 15					
Number of Subcontractors from San Bernardino County	6	Number of Subcontractors from Riverside County	6	Number of Subcontractors from Other Counties	3

Total Number of Workers



Total Number of Subcontractors



Project: New Crafton Center*/**

Report Date: August 31, 2015

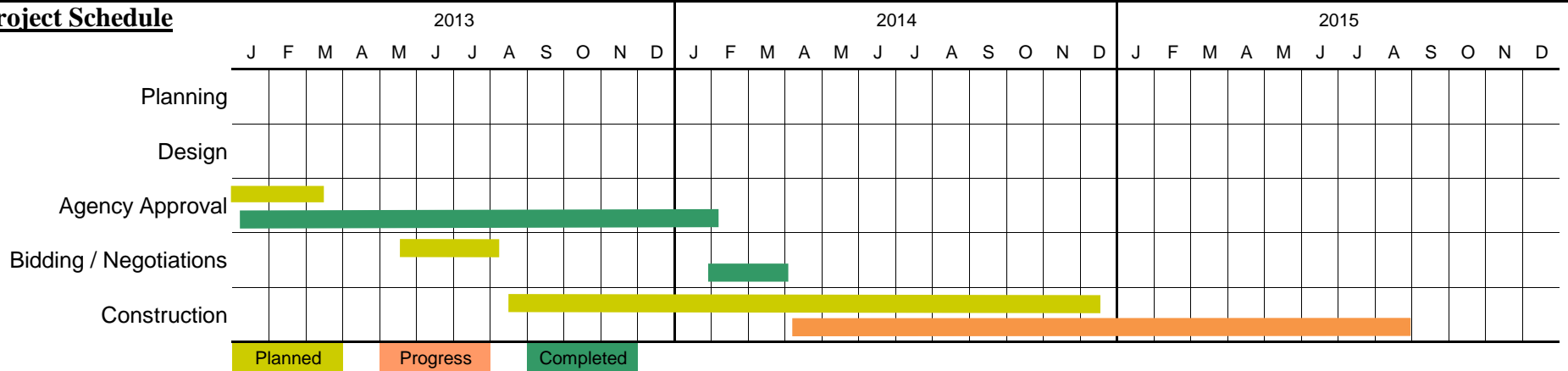
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager

*Includes Library Demo **Includes Circuit A

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs **	25,141,199.83	80.20%	17,952,866.63	71.41%	24,668,581.28	98.12%	472,618.55	1.88%
Project Soft Costs **	6,205,928.17	19.80%	5,556,583.75	89.54%	6,362,492.40	102.52%	(156,564.23)	-2.52%
Total Project	31,347,128.00	100.00%	23,509,450.38	75.00%	31,031,073.68	98.99%	316,054.32	1.01%
Change Orders to Date	No. 4	Discretionary	133,378.00	Non-Discretionary	0.00	0.00% of Hard Costs		

Project Schedule



Progress Photos



Tile and Casework at Concourse



Rendering of East Side of Building



Metal and Fiber Cement Panels at East Elevation

Project: New Crafton Center*/**

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none">• High ceilings, ceiling grid and tile, and MEF trim completed• Exterior curtainwalls and glazing completed• Casework at 1st and 2nd floor completed, countertops started• Kitchen and Bookstore equipment completed• Tile at Multi-purpose Room completed and started in Concourse• Elevator state inspection completed and passed• Metal panels ongoing at all elevations• Rain screen cladding hardware and panels ongoing at all elevations• Carpet and linoleum started	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">• None
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">• Complete metal panels• Complete rain screen cladding• Complete countertops and display cases• Complete flooring• Complete all trim: mechanical, electrical, low voltage and fire protection• Complete curb & gutters and ramp at Parking Lot• Complete pavers at North and West courtyards• Complete Health Dept state inspections• Contractor punchlist and final clean	<p><u>Notes</u></p> <ul style="list-style-type: none">• None

Project: New Crafton Center

Report Date: August 31, 2015

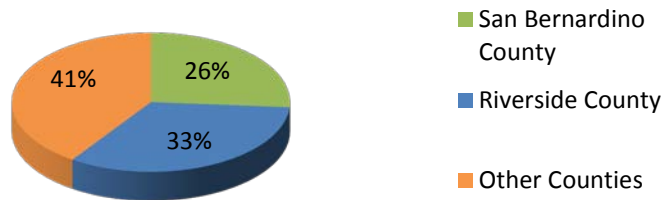
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager

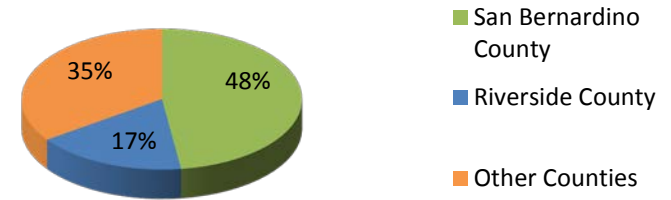
Total Numbers of Workers: 84					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Apple Valley	1	Banning	3	Anaheim	2
Fontana	5	Cherry Valley	1	Bell Gardens	2
Hesperia	2	Corona	4	Buena Park	1
Highland	1	Hemet	1	Compton	1
Ontario	1	Lake Elsinore	5	El Monte	1
Rialto	3	Menifee	1	Fullerton	1
Running Springs	1	Mira Loma	1	Garden Grove	1
San Bernardino	1	Moreno Valley	1	Irwindale	1
Upland	1	Murrieta	1	La Crecenta	1
Victorville	4	Perris	1	La Crescenta	1
Yucaipa	2	Riverside	8	La Mirada	1
		San Jacinto	1	Mission Viejo	1
				Norwalk	1
				Paramount	1
				Pomona	4
				San Diego	1
				San Dimas	1
				Santa Ana	5
				Santa Clarita	1
				Tustin	4
				Valley Center	1
				Whittier	1
Total	22	Total	28	Total	34

Total Number of Subcontractors: 23					
Number of Subcontractors from San Bernardino County	11	Number of Subcontractors from Riverside County	4	Number of Subcontractors from Other Counties	8

Total Number of Workers



Total Number of Subcontractors



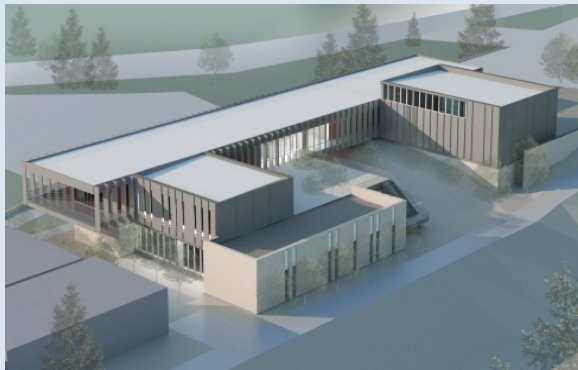
Project: Occupational Education #2 (OE2)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
Report By: Nicholas Farano, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	18,071,142.62	77.49%	15,136,596.53	83.76%	17,958,369.83	99.38%	112,772.79	0.62%
Project Soft Costs	5,249,663.38	22.51%	4,946,327.40	94.22%	5,689,386.46	108.38%	(439,723.08)	-8.38%
Total Project	23,320,806.00	100.00%	20,082,923.93	86.12%	23,647,756.29	101.40%	(326,950.29)	-1.40%
Change Orders to Date	* No. 5		* Change Order 237,761.14		* Change Amend. 38,321.93		1.32% of Hard Costs	*

Project Schedule	2013												2014												2015											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Planning																																				
Design	█																																			
Agency Approval	█	█	█	█	█	█	█	█	█	█	█																									
Bidding / Negotiations					█	█	█	█	█	█	█																									
Construction																																				
	Planned				Progress				Completed																											

Progress Photos



Rendering of new OE2 Building



South Elevation



Fire Academy Classroom

Project: Occupational Education #2 (OE2)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
 Report By: Nicholas Farano, Project Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none"> • Exterior metal wall panel installation at east & west wings • Aluminum fin installation • CMU veneer installation at columns under the bridge • Storefront door installation • Fluid applied roofing installation • Handrail installation • Hardscape and landscape installation • Grading site for landscape and hardscape • East & West wing MEP finish installation • Testing, Adjusting & Balancing of MEP Systems • Exterior paver Installation • Elevator sign off by State • Resilient flooring and carpet installation • Interior Glazing installation • Installation of toilet partitions & accessories • Wood door and hardware installation. • Testing, Adjusting & Balancing of MEP Systems • Commissioning of MEP Systems 	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none"> • General contractor did not meet the the revised recovery plan with a substantial completion date of August 24, 2015 • Kitchell/BRJ is coordinating a revised recovery plan with a substantial completion date of September 15, 2015.
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none"> • Exterior metal wall panel installation at east & west wings • Aluminum fin installation • Exterior paver Installation • Hardscape and landscape installation • Interior Glazing installation • Resilient flooring • Testing, Adjusting & Balancing of MEP Systems • Commissioning of MEP Systems • Stiping and signage for handicap parking stalls • Punchlist • Submit closeout documents • Complete trainings 	<p><u>Notes</u></p> <ul style="list-style-type: none"> • None

Project: Occupational Education #2 (OE2)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
 Report By: Nicholas Farano, Project Manager

Total Numbers of Workers: 186					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Adelanto	1	Banning	1	Anaheim	5
Apple Valley	2	Beaumont	1	Bell	1
Chino Hills	1	Calimesa	1	Buena Park	1
Colton	2	Corona	7	Canyon Country	1
Fawnskin	1	Eastvale	1	Carson	1
Fontana	2	Hemet	4	Cerritos	3
Hesperia	8	Jurupa Valley	1	Chula Vista	2
Highland	1	Lake Elsinore	1	Compton	3
Montclair	1	Mira Loma	1	Covina	1
Ontario	6	Moreno Valley	9	Downey	1
Phelan	1	Murrieta	2	El Monte	2
Rancho Cucamonga	4	Perris	4	Fountain Valley	1
Redlands	1	Riverside	11	Garden Grove	4
Rialto	4	San Jacinto	1	Gardena	1
San Bernardino	6	Sky Valley	1	Inglewood	1
Sugarloaf	1	Temecula	2	Lawndale	1
Upland	1			Lomita	1
Victorville	3			Long Beach	3
Yucaipa	5			Los Angeles	13
Yucca Valley	2			Lynwood	1
				Montclair	1
				North Hills	1
				North Hollywood	1
				Norwalk	2
				Orange	2
				Palmdale	4
				Panorama City	1
				Pico Rivera	1

Project: Occupational Education #2 (OE2)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
Report By: Nicholas Farano, Project Manager

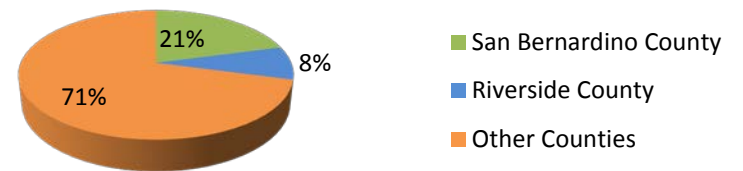
<u>San Bernardino County</u>		<u>Riverside County</u>		<u>Other Counties</u>	
City	# of Workers	City	# of Workers	City	# of Workers
				Pomona	5
				Redondo Beach	1
				San Diego	3
				San Juan Capistrano	1
				Santa Ana	2
				Santa Fe Springs	1
				Simi Valley	1
				South Gate	2
				Sun Valley	1
				Van Nuys	2
				West Covina	3
				Whittier	2
				Wilmington	1
Total	53	Total	48	Total	85

Total Number of Subcontractors: 24					
Number of Subcontractors from San Bernardino County	5	Number of Subcontractors from Riverside County	2	Number of Subcontractors from Other Counties	17

Total Number of Workers



Total Number of Subcontractors



Project: PE Complex

Report Date: August 31, 2015


Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager


Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	5,087,499.57	73.18%	4,938,350.76	97.07%	5,020,272.19	98.68%	67,227.38	1.32%
Project Soft Costs	1,864,581.04	26.82%	1,952,445.54	104.71%	2,015,428.38	108.09%	(150,847.34)	-8.09%
Total Project	6,952,080.61	100.00%	6,890,796.30	99.12%	7,035,700.57	101.20%	(83,619.96)	-1.20%
Change Orders to Date	* No. 4	* Change Order	99,009.46	* Change Amend.	0.00	0.00% of Hard Costs ##		

Project Schedule	2013												2014												2015											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Planning																																				
Design																																				
Agency Approval																																				
Bidding / Negotiations																																				
Construction																																				

Progress Photos



Fitness Center



Front Elevation

Project: PE Complex

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none">• Close-out documents in process• Claim work for Dance Studio floor completed• Claim work for Dance Studio roof partially completed• LEED Construction documentation in review	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">• Open warranty items: Oak tree replacement, ADA bollard, Yoga Studio flooring, and roof hatch• Retention & final billing• Campus identified items: speakers in the dance studio• Open claim items: Dance Studio roof• Pending contract receivable items: evacuation plan, electricity meter testing, fiber optic test reports, and attic stock• DSA acceptance of automatic door openers
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">• Close out documentation completed• LEED design credits resubmittal• LEED construction credits submittal	<p><u>Notes</u></p> <ul style="list-style-type: none">• None

Project: PE Complex

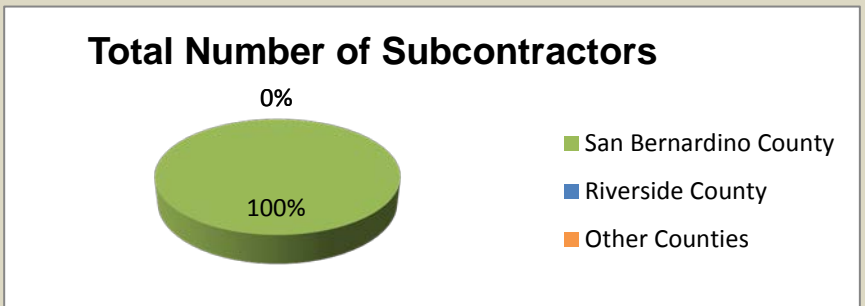
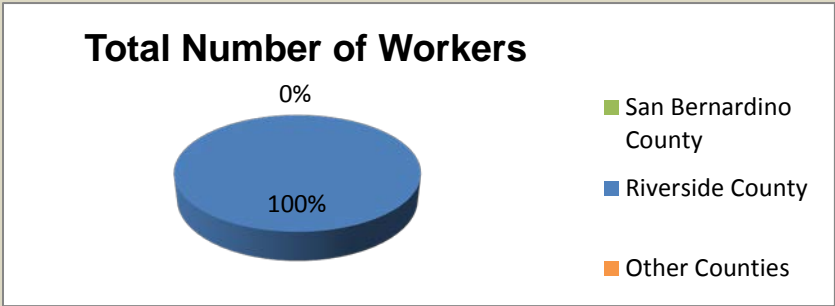
Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager

San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
	0	Riverside	1		0
Total	0	Total	1	Total	0

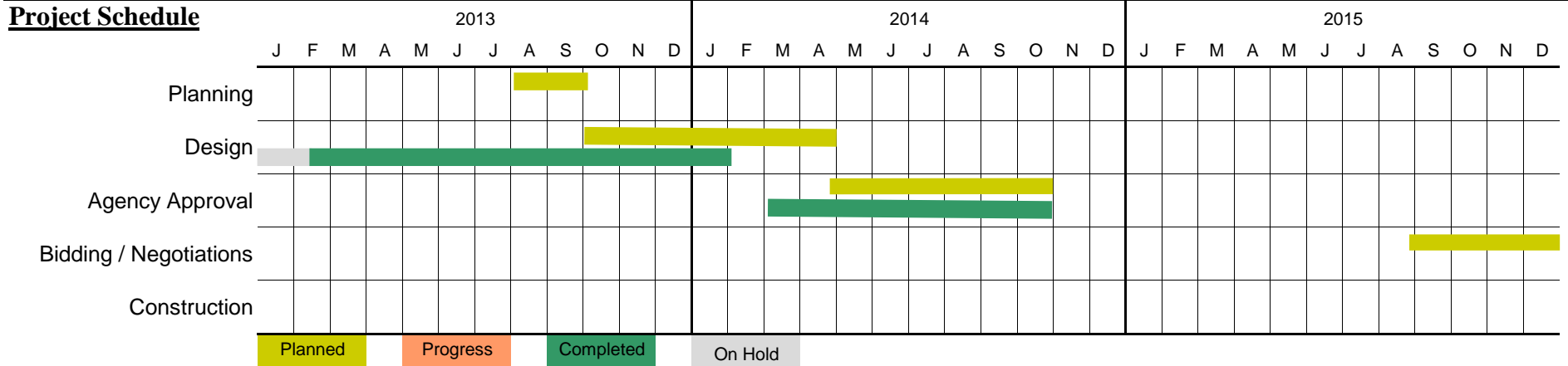
San Bernardino County		Riverside County		Other Counties	
Number of Subcontractors from San Bernardino County	1	Number of Subcontractors from Riverside County	0	Number of Subcontractors from Other Counties	0



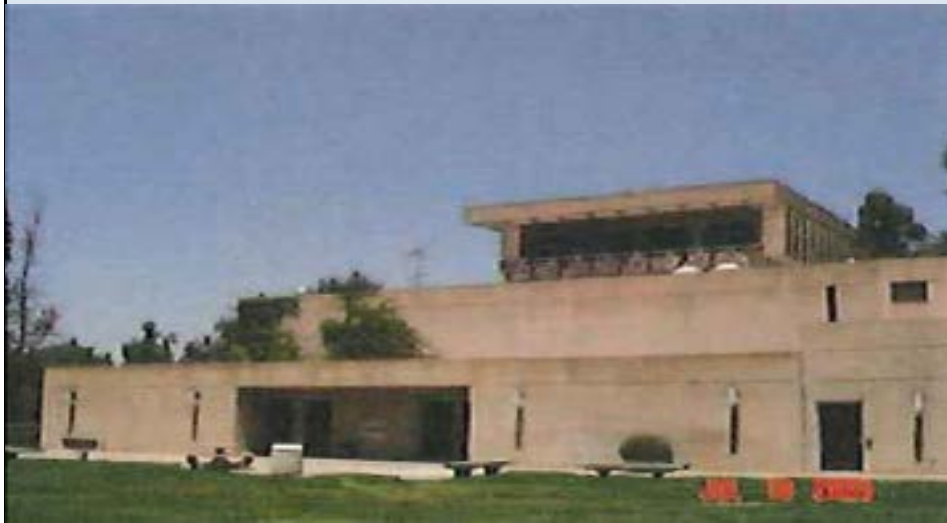
Project: LADM (Laboratory/Administration Renovation)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
Report By: Nicholas Farano, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion			Projected (Over) / Under Budget	
Project Hard Costs	12,057,810.18	77.58%	0.00	0.00%	11,079,707.09	91.89%	*	978,103.09	8.11%
Project Soft Costs	3,483,800.82	22.42%	1,253,345.69	35.98%	3,626,505.58	104.10%	*	(142,704.76)	-4.10%
Total Project	15,541,611.00	100.00%	1,253,345.69	8.06%	14,706,212.67	94.62%		835,398.33	5.38%
Change Orders to Date	* No.	0	* Change Order		* Change Amend.	0.00		0.00% of Hard Costs	*



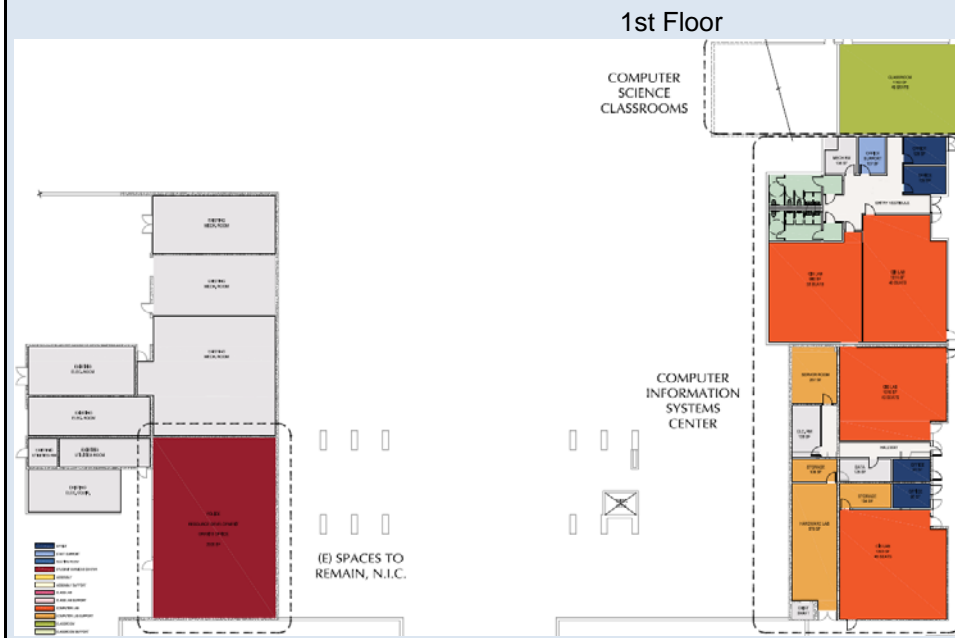
Progress Photos



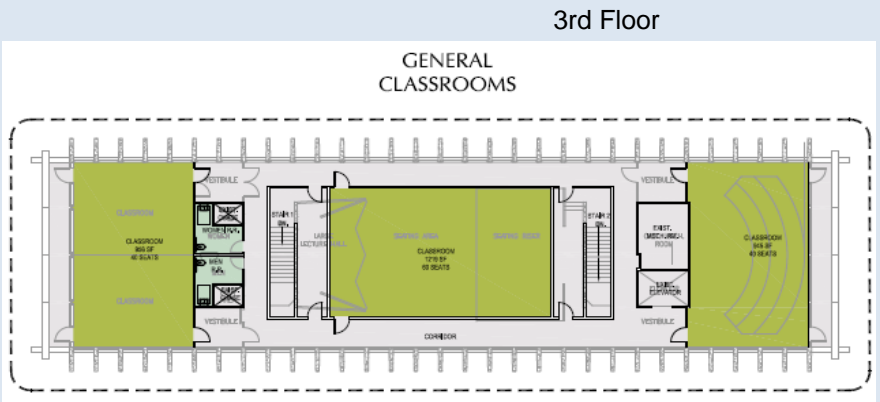
Exterior North Elevation



2nd Floor



1st Floor



3rd Floor

Project: LADM (Laboratory/Administration Renovation)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
Report By: Nicholas Farano, Project Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none">• DSA Agency approval obtained and completed	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">• N/A
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">• Project will bid in Fall of 2015	<p><u>Notes</u></p> <ul style="list-style-type: none">• N/A

Project: Student Services A (SSA Renovations)

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Leilani Nunez, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion			Projected (Over) / Under Budget	
Project Hard Costs	5,549,055.30	73.18%	68,814.72	1.24%	5,043,690.80	90.89%	*	505,364.50	9.11%
Project Soft Costs	2,033,411.70	26.82%	606,149.04	29.81%	1,741,394.30	85.64%	*	292,017.40	14.36%
Total Project	7,582,467.00	100.00%	674,963.76	8.90%	6,785,085.10	89.48%		797,381.90	10.52%
Change Orders to Date	* No.	0	* Change Order	0.00	* Change Amend.	0.00		0.00% of Hard Costs	*

Project Schedule	2014												2015												2016											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Planning																																				
Design																																				
Agency Approval																																				
Bidding / Negotiations																																				
Construction																																				
	Planned				Progress				Completed																											

Progress Photos

2nd Floor



2nd Floor



COLLEGE

STUDENT SERVICES A
Third Level - Option 1



Exterior Photo of 3rd Floor Offices

Project: Student Services A (SSA Renovations)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
Report By: Leilani Nunez, Project Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none">• Bid and contract delivery method in review by SBCCD.	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">• None
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">• Bid documents preparation	<p><u>Notes</u></p> <ul style="list-style-type: none">• None

Project: College Center (SCC)

Report Date: August 31, 2015

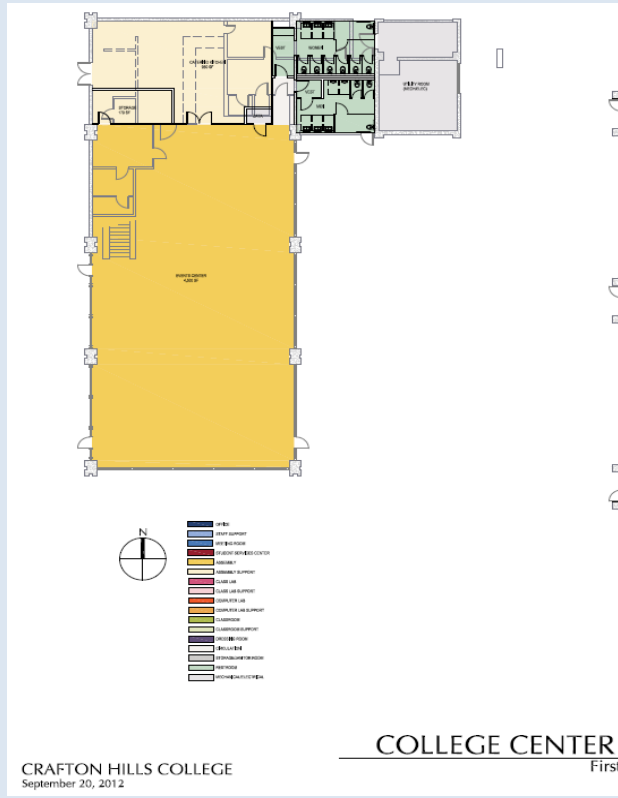
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Tom Anderson, Project Manager

Project Budget	Planned		Spent to Date			Projected at Completion			Projected (Over) / Under Budget	
Project Hard Costs	1,167,649.38	58.86%	0.00	0.00%	*	1,041,668.50	89.21%	*	125,980.88	10.79%
Project Soft Costs	816,214.62	41.14%	225,470.03	27.62%		730,304.72	89.47%		85,909.90	10.53%
Total Project	1,983,864.00	100.00%	225,470.03	11.37%		1,771,973.22	89.32%		211,890.78	10.68%
* NOTE: INCLUDES FIRE ALARM SYSTEM UPGRADES										
Change Orders to Date	* No.	0	* Change Order	0.00		* Change Amend.	0.00		0.00% of Hard Costs	*

Project Schedule	2013												2014												2015											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Planning																																				
Design																																				
Agency Approval																																				
Bidding / Negotiations																																				
Construction																																				
	Planned				Progress				Completed				On Hold																							

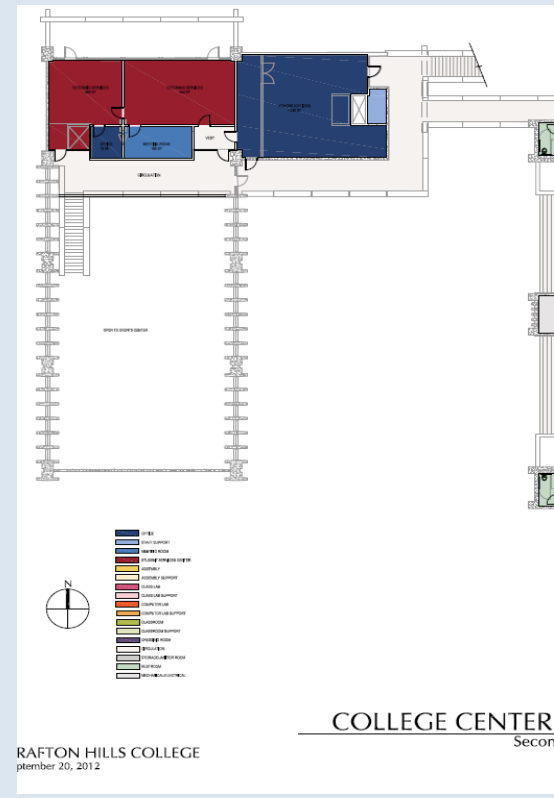
Progress Photos



1st Floor



Exterior Building Photo of East elevation



2nd Floor

Project: College Center (SCC)
Program: SBCCD Measure M Bond Program - Crafton Hills College

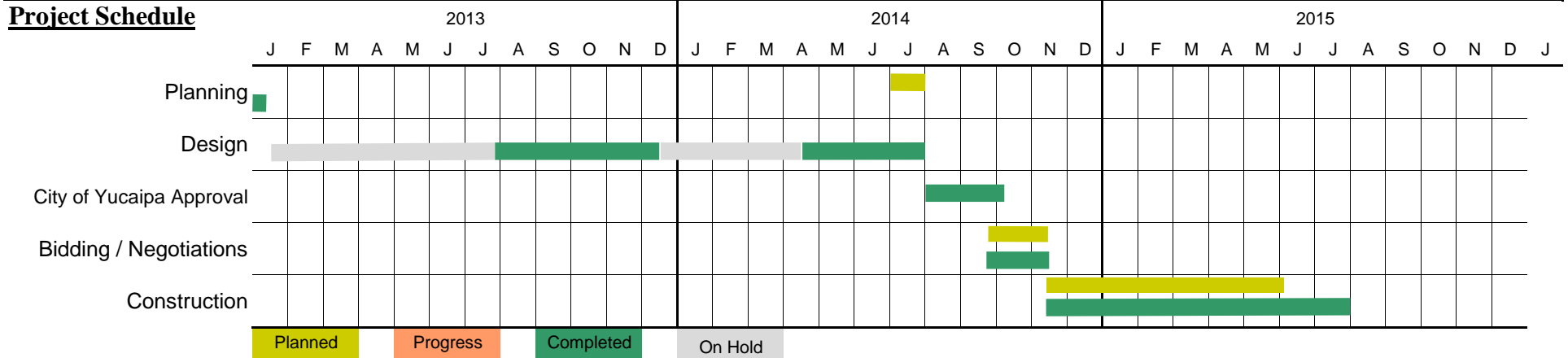
Report Date: August 31, 2015
Report By: Tom Anderson, Project Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none">• None	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">• Architect requested additional fees for this project. Project Manager to review and discuss scope with the Campus• Construction added scope and budget by the Campus
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">• Schedule user group meetings• Validate scope and review budgets	<p><u>Notes</u></p> <ul style="list-style-type: none">• None

Project: Maintenance and Operations Renovation (M&O)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
Report By: Nicholas Farano, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	1,478,298.92	78.44%	1,334,238.50	90.25%	1,375,761.10	93.06%	102,537.82	6.94%
Project Soft Costs	406,395.08	21.56%	330,624.60	81.36%	430,841.52	106.02%	(24,446.44)	-6.02%
Total Project	1,884,694.00	100.00%	1,664,863.10	88.34%	1,806,602.62	95.86%	78,091.38	4.14%
Change Orders to Date * No. 4 * Change Order	82,239.10	* Change Amend.	0.00	5.98% of Hard Costs	*			



Progress Photos



Exterior of New Warehouse



New Racks at New Warehouse



Finishes at New Restroom

Project: Maintenance and Operations Renovation (M&O)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
Report By: Nicholas Farano, Project Manager

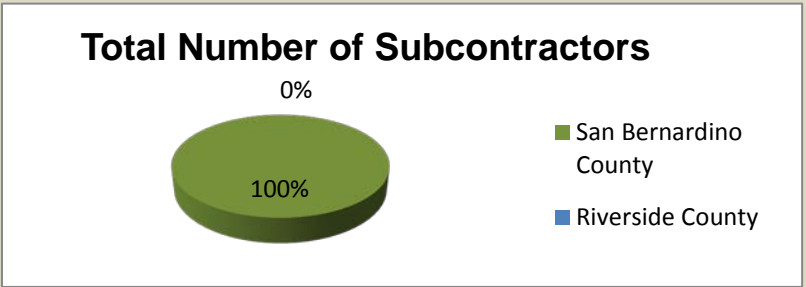
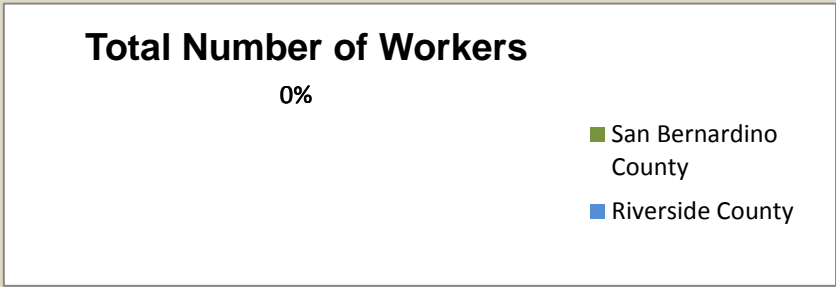
<p><u>Progress This Period</u></p> <ul style="list-style-type: none">• Completed	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">• None
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">• N/A	<p><u>Notes</u></p> <ul style="list-style-type: none">• None

Project: Maintenance and Operations Renovation (M&O)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
Report By: Nicholas Farano, Project Manager

Total Numbers of Workers: 0					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
San Bernardino	0	Banning	0		0
Yucaipa	0				
Total	0	Total	0	Total	0

Total Number of Subcontractors: 1					
Number of Subcontractors from San Bernardino County	1	Number of Subcontractors from Riverside County	0	Number of Subcontractors from Other Counties	0



Project: Performing Arts Center Renovation (PAC)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
Report By: Tom Anderson, Project Manager

Project Budget	Planned		Spent to Date			Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	1,783,666.58	63.67%	0.00	0.00%	*	1,497,450.54	83.95%	286,216.04	16.05%
Project Soft Costs	1,017,943.07	36.33%	218,501.12	21.46%		924,356.97	90.81%	93,586.10	9.19%
Total Project	2,801,609.65	100.00%	218,501.12	7.80%		2,421,807.51	86.44%	379,802.14	13.56%
Change Orders to Date	* No.	0	* Change Order	0.00		* Change Amend.	0.00	0.00% of Hard Costs	*

Project Schedule	2013												2014												2015											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Planning	On Hold												Progress																							
Design	Planned																																			
Agency Approval	Planned																																			
Bidding / Negotiations												Planned																								
Construction													Planned																							
	Planned			Progress			Completed			On Hold																										

Progress Photos



Project: Performing Arts Center Renovation (PAC)
Program: SBCCD Measure M Bond Program - Crafton Hills College

Report Date: August 31, 2015
Report By: Tom Anderson, Project Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none">Final review conducted for the Programming effort. Architect to provide deliverables for distribution.	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">Due to lack of funding, current project scope is limited to completion of programming. Once Final Programming document is submitted, project will be on hold until such time that funds become available through Campus fundraising efforts or availability of additional bond funds
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">None	<p><u>Notes</u></p> <ul style="list-style-type: none">None

Project: Miscellaneous Bond Improvements:
Campus Wayfinding Signage

Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Tom Anderson, Project Manager

<p><u>Progress This Period</u></p> <ul style="list-style-type: none">• Demolition of Parking Signage and site signage as note in dwgs• Installation of new parking signage• Striping of parking lots• Procurement of Signage	<p><u>Items to Resolve</u></p> <ul style="list-style-type: none">• Trespa signage is 10 weeks out, will install the LRC footing and trespa signage will be install once it arrive.
<p><u>Work Planned Next Period</u></p> <ul style="list-style-type: none">• Removal of Parking Monuments. N/A• Digging and pouring concrete footing for the Wayfinding, Directories, Monuments signage.• Installation of the Parking Monuments.• Refurbishment of Parking Monuments, Directories, Wayfinding signs	<p><u>Notes</u></p> <ul style="list-style-type: none">• None

Project: Miscellaneous Bond Improvements:
Campus Wayfinding Signage

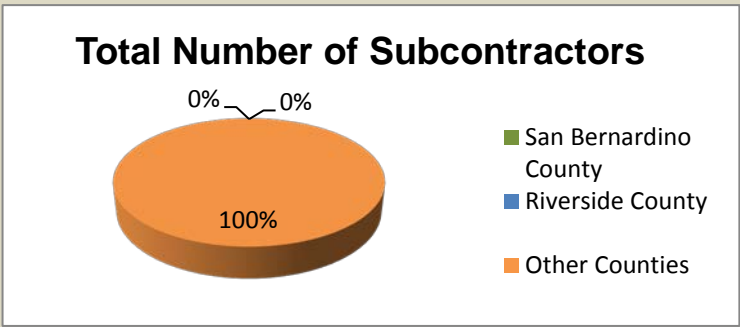
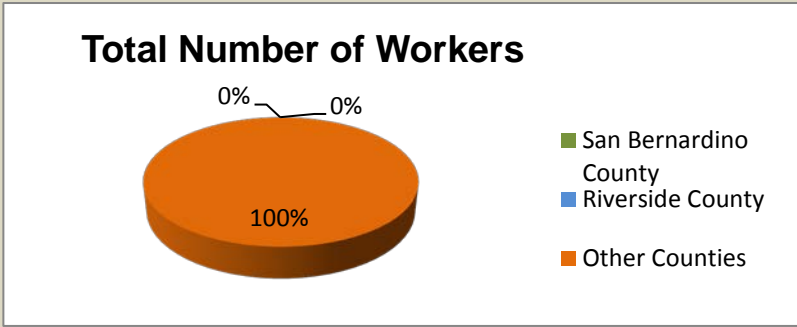
Report Date: August 31, 2015

Program: SBCCD Measure M Bond Program - Crafton Hills College

Report By: Tom Anderson, Project Manager

Total Numbers of Workers: 4					
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
				Downey	1
				Los Angeles	2
				Montebello	1
Total	0	Total	0	Total	4

Total Number of Subcontractors: 1					
Number of Subcontractors from San Bernardino County	0	Number of Subcontractors from Riverside County	0	Number of Subcontractors from Other Counties	1



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Gloria M. Fisher, President
PREPARED BY: Ricky Shabazz, Ed.D., Vice President of Student Services
DATE: October 8, 2015
SUBJECT: Mi Familia Vota Resolution



RECOMMENDATION

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

OVERVIEW

Mi Familia Vota Education Fund (MFVEF) is a national non-profit organization working to unite the Latino community and its allies to promote social and economic justice through increased civic participation. The organization is submitting a board resolution to SBBCD and SBVC for their support in the opening of the Dreamer's Resource Center to provide student support services to AB540 and undocumented students.

ANALYSIS

Mi Familia Vota Education Fund (MFVEF) is submitting a board resolution in support of SBVC's opening of the Dreamer's Resource Center to provide student support services to AB540 and undocumented students.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

Mi Familia Vota Resolution

Mi Familia Vota Education Fund (MFVEF) is a national non-profit organization working to unite the Latino community and its allies to promote social and economic justice through increased civic participation. Mi Familia Vota provides many services to the community such as, expanding the electorate through direct, sustainable citizenship, voter registration, census education, GOTV and issue organizing in key states; forming and supporting key alliances at national, state and local levels to increase civic engagement; providing technical assistance and support to other organizations; increasing public support for full civic participation in Latino and immigrant communities.

Mi Familia Vota envisions a future in which the electorate is energized and empowered, and reflective of the growing diversity in the United States. We work with community based, educational, religious, labor, and other organizations that seek to build civically cognizant and active neighborhoods.

Mi Familia Vota would like to recognize and applaud San Bernardino Community College District and in particular San Bernardino Valley College in making the commitment to protect and foster equality and a prosperous learning environment for all of their students regardless of their immigration status. Mi Familia Vota supports and is in line with SBVC's initiative to provide a Dreamers Resource Center (DRC) enabling the dissemination of information and resources available to undocumented students.

Additionally, Mi Familia Vota is committed to partner and provide services and resources in the DRC to ensure Dreamers have an opportunity to complete their educational goals. The workshops and trainings that Mi Familia Vota has provided to Valley College Dreamers are Deferred Action for Childhood Arrivals (DACA) and Deferred Action for Parental Accountability (DAPA). These workshops has students about the reduction of family separation that will benefit eligible district students.

Mi Familia Vota is focused on advocating that all students, regardless of their immigration status are welcome at all college campuses and be equally embraced in our society, as one day, become constituents and citizens of this nation.

Mi Familia Vota Resolution is grounded on the principles that SBVC embraces Assembly Bill 1366 which will further encourage support for Dreamers Resource Centers across California public higher education institutions that will make available support services, including assistance to, state and financial-aid, academic counseling, peer support services, psychological counseling, referral services, and legal services; SBVC stands in solidarity with undocumented students in the district and continues to encourage subsequent measures that will increase student success; SBVC encourages the district to follow its leading efforts to ensure that all students are

treated fairly and have an equal opportunity to grow and prosper; SBVC continues to build partnerships with community organizations such as Mi Familia Vota and ICUC to enrich student's success.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Lisa Norman, Vice Chancellor, Human Resources & Employee Relations

PREPARED BY: Dr. Lisa Norman, Vice Chancellor, Human Resources & Employee Relations

DATE: October 8, 2015

SUBJECT: MOU: Interim Assignment – Yvonne Rose Powers

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District and the California School Employees Association met and entered into a MOU to approve the interim assignment for Yvonne Rose Powers, Development Associate, KVCR, to Development and Planning Supervisor, KVCR.

ANALYSIS

This Memorandum of Understanding constitutes the full and complete Agreement regarding the interim assignment for Yvonne Rose Powers.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
CHAPTER #291

This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter "District") and the California School Employees Association, and its Chapter #291 (hereinafter, "Association").

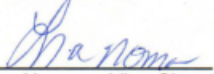
The District and the Association agree to approve the interim supervisory assignment for Yvonne Rose Powers, Development Associate, KVCR, to Development and Planning Supervisor, Management and Supervisor Employee Group, under the following stipulations:

1. The length of the assignment will be for a maximum of 12 months.
2. The Employee will be compensated from the Management and Supervisory Salary Schedule, Range 8, Step C. The identification of the salary range and step noted in this MOU is for reference only, and not subject to negotiation between the District and CSEA. The Employee will be afforded all the rights, privileges, powers, and leave accruals appropriate to the position, except for those expressly stated herein.
3. The District and the Association agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the assignment as Development and Planning Supervisor.
4. Upon completion of the interim assignment, the Employee shall return to her regular classified position as Development Associate.
5. The District and the Association agree that during the interim assignment, the Employee's seniority as Development Associate will continue to accrue and the interim assignment will not be construed in any manner as a "break-in-service."
6. The District and the Association agree that should the District choose to fill this position on a permanent basis, the District's Supervisory Recruitment Process will be followed and open to all internal and external candidates.

This Memorandum of Understanding constitutes the full and complete Agreement regarding the interim supervisory assignment for Yvonne Rose Powers.

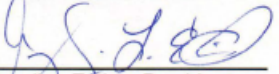
The effective date of the MOU is July 1, 2015.

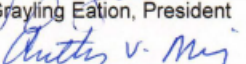
For the District



Lisa Norman, Vice Chancellor
Human Resources & Employee Relations

For CSEA Chapter #291



Grayling Eaton, President


Anthony Muniz, Labor Relations Representative

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Cheryl A. Marshall, President, CHC
PREPARED BY: Donna Hoffmann, Director, Marketing and Public Relations, CHC
DATE: October 8, 2015
SUBJECT: New Logo for CHC

RECOMMENDATION

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

OVERVIEW

Crafton Hills College has selected a new logo as part of their updated branding campaign.

ANALYSIS

Crafton Hills College hosted a Branding Workshop in April, 2015. From that workshop, ideas for a new logo emerged. Several graphic designers were tasked with creating a logo that reflects our brand positioning statement and key words (Growing, Life-Changing, Opportunities, Beautiful, Supportive, Success), and includes Crafton's visual assets (hills or architecture). These logo ideas were vetted by many campus groups including the All Secretaries Group, Management group (twice), CHC Foundation, Academic Senate, Psych 101 summer class and a workshop at In-Service Day on 08-17-15 for all employees. The new logo has been selected based on the recommendations from these groups.

The new CHC logo is the graphic representation of CHC's Engage, Learn, Advance framework, which is also embedded in the college mission. The logo will serve to effectively promote CHC's public identity and will guide continuous institutional improvement.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

Proposed Logo



Reverse



Reduced Size



Black



Fonts

Jeager Daily News Medium
Gill Sans MT Regular

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Lawrence P. Strong, Interim Director of Fiscal Services
DATE: October 8, 2015
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 CCFS-311Q form.

ANALYSIS

The attached report reflects the District's ability to operate within its fiscal means, with the use of short-term borrowing to meet its cash flow needs. Questions regarding this report may be addressed to the Fiscal Services Department.

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

2014-2015 Q4 Reopened For Edits.

CHANGE THE PERIOD ▾

Fiscal Year: 2014-2015

Quarter Ended: (Q4) Jun 30, 2015

District: (980) SAN BERNARDINO

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 Aug 16, 2015					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	77,225,100	77,240,909	77,385,420	77,385,420
A.2	Other Financing Sources (Object 8900)	1,012,000	1,012,000	1,012,120	1,012,120
A.3	Total Unrestricted Revenue (A.1 + A.2)	78,237,100	78,252,909	78,397,540	78,397,540
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	77,302,568	80,113,488	78,867,176	78,867,176
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,586,000	1,809,993	1,809,993	1,809,993
B.3	Total Unrestricted Expenditures (B.1 + B.2)	78,888,568	81,923,481	80,677,169	80,677,169
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-651,468	-3,670,572	-2,279,629	-2,279,629
D.	Fund Balance, Beginning	16,684,210	16,684,210	16,684,210	16,684,210
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	16,684,210	16,684,210	16,684,210	16,684,210
E.	Fund Balance, Ending (C. + D.2)	16,032,742	13,013,638	14,404,581	14,404,581
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	0.2%	0.2%	0.2%	0.2%

SAVE EDITS >>

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	14,717
-----	---	--------

III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Amount as of the Specified Quarter Ended	
H.1	Cash, excluding borrowed funds	23,494,335
H.2	Cash, borrowed funds only	0
H.3	Total Cash (H.1+ H.2)	23,494,335

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	% *	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.

2000 Characters Remaining

V. 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.)?

Yes No

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

2000 Characters Remaining

VI. Does the district have significant fiscal problems that must be addressed?

This year? Yes No
Next year? Yes No

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

2000 Characters Remaining

«« EXIT WITHOUT SAVING

SAVE EDITS »»

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 catalig@ccccc.edu or Tracy Britten (916)323-6899 tbritten@ccccc.edu

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CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2014-2015

Quarter Ended: (Q4) Jun 30, 2015

District: (980) SAN BERNARDINO

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: Jose Torres

CBO Phone: 909-382-4029

CBO Signature: 

Date Signed: 9-17-15

Chief Executive Officer Name: Bruce Baron

CEO Signature: 

Date Signed: 9-17-15

Electronic Cert Date: 09/16/2015

District Contact Person

Name: Susan Ryckevic

Title: Budget Analyst

Telephone: 909-382-4029

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Fiscal Services Unit
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Lawrence P. Strong, Interim Director of Fiscal Services
DATE: October 8, 2015
SUBJECT: Expenditure of Proposition 30 Education Protection Account Funds – Revised Accounting

RECOMMENDATION

This item is for information only.

OVERVIEW

Proposition 30, the Schools and Local Public Safety Protection Act of 2012, provides temporary tax revenues for the funding of local school districts and community colleges. The Education Protection Account (EPA) was created to receive and disburse these temporary tax revenues. Districts have sole authority to determine how the moneys received from the EPA are spent provided that 1) the Governing Board makes these determinations in an open session of a public meeting of the Board and 2) the District does not use any of the funds from the EPA for administrative salaries or benefits, or any other administrative costs.

On June 11 of this year, the San Bernardino Community College District adopted a resolution regarding the expenditure of these funds.

ANALYSIS

Pursuant to Article XIII, Section 36 of the California Constitution, SBCCD is required to report on its website how much money was received from the EPA and how that money was spent. Additionally, the Board is required to determine and discuss the use of EPA funds annually at an open public meeting prior to June 30.

According to the State's Exhibit C report dated June 26, 2015, the amount of funds estimated to be awarded this District changed from \$11,513,122 to \$13,526,932. The attached accounting reflects the revised amount. The manner in which the funds were spent remains the same.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This board item requires no action and does not affect the budget.

San Bernardino Community College District
EDUCATION PROTECTION ACCOUNT EXPENDITURES THROUGH
JUNE 30, 2015
(Revised Accounting)

Expenditures through: June 30, 2014
For Fund 01, Resource 1400 Education Protection Account

Description	Object Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources	8010-8099	0.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	13,526,932
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		13,526,932
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction	1000-1999	13,526,932
Instruction-Related Services		
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		13,526,932
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Fath-Allah Oudghiri, Director, Facilities Planning & Construction
DATE: October 8, 2015
SUBJECT: Summary of Measure M Construction Contract Change Orders and Amendments

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

Attached is a summary of all Measure M construction contract change orders and amendments to date.

ANALYSIS

Construction contract change orders and amendments for currently awarded Measure M projects have been held to a minimal amount of \$4,930,273.34 which is only 3.04% of the project cost of \$162,399,258.95.

All change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project, required by the Division of the State Architect (DSA), and/or, of major benefit to the District are approved and implemented.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This item is for information only. There are no financial implications.

Measure M Projects
Construction Change Summary

CONTRACT AMENDMENTS

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 76,476,609.00	\$ 441,122.93	\$ -	\$ 76,917,731.93	0.58%
SBVC-San Bernardino Valley College	\$ 85,922,649.95	\$ 1,610,483.49	\$ -	\$ 87,533,133.44	1.87%
				\$ -	
TOTAL for CONTRACT AMENDMENTS	\$ 162,399,258.95	\$ 2,051,606.42	\$ -	\$ 164,450,865.37	1.26%

CHANGE ORDERS

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 76,917,731.93	\$ 1,279,658.69	\$ 296,775.99	\$ 78,494,166.61	2.05%
SBVC-San Bernardino Valley College	\$ 87,533,133.44	\$ 971,456.24	\$ 330,776.00	\$ 88,835,365.68	1.49%
TOTAL for CHANGE ORDERS	\$ 164,450,865.37	\$ 2,251,114.93	\$ 627,551.99	\$ 167,329,532.29	1.75%

Construction Change Summary
CHC Recap

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	\$ -	\$ -	\$ 187,294.60	\$ -	\$ 2,457,794.60	8.25%
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	\$ -	\$ -	\$ 62,678.43	\$ -	\$ 2,762,678.43	2.32%
OE 2	\$ 16,623,427.00	\$ 38,321.93	\$ -	\$ 248,516.94	\$ -	\$ 16,910,265.87	1.49%
OE 1 Roofing Package	\$ 278,450.00	\$ -	\$ -	\$ (26,099.38)	\$ -	\$ 252,350.62	-9.37%
PE Complex	\$ 4,624,088.68	\$ -	\$ -	\$ 99,009.46	\$ 711.00	\$ 4,723,809.14	2.16%
Science Building	\$ 18,795,178.82	\$ -	\$ -	\$ 170,334.69	\$ 226,012.91	\$ 19,191,526.42	2.11%
Crafton Center	\$ 21,939,546.00	\$ -	\$ -	\$ 136,880.00	\$ 50,909.00	\$ 22,127,335.00	0.86%
Temporary Parking Lot	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	2.58%
Chemistry/Health/Science/Classrooms	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%
M&O Renovation	\$ 1,267,550.00	\$ -	\$ -	\$ 63,096.02	\$ 19,143.08	\$ 1,349,789.10	6.49%
Misc. Bond Improvements	\$ 332,772.00	\$ -	\$ -	\$ -	\$ -	\$ 332,772.00	0.00%
TOTAL	\$ 76,476,609.00	\$ 441,122.93	\$ -	\$ 1,279,658.69	\$ 296,775.99	\$ 78,494,166.61	2.05%

Construction Change Summary
 PAL

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%

Construction Change Summary

M S Annex

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	\$ -	\$ -	\$ 20,253.60	\$ -	\$ 559,753.60	3.75%
MODS-02: Global Modular, Inc.	\$ 1,731,000.00	\$ -	\$ -	\$ 167,041.00	\$ -	\$ 1,898,041.00	9.65%
TOTAL	\$ 2,270,500.00	\$ -	\$ -	\$ 187,294.60	\$ -	\$ 2,457,794.60	8.25%

Construction Change Summary
 MPOE-Data

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
MPOE/DATA-01: Shanks Electric Corporation	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%
TOTAL	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%

Construction Change Summary

Library Demo

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%

Construction Change Summary
 Solar Farm

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	\$ -	\$ -	\$ 62,678.43	\$ -	\$ 2,762,678.43	2.32%
TOTAL	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.43	\$ -	\$ 2,762,678.43	2.32%

***NOTE: \$3,500,000 OF THIS CONTRACT WAS IN MEASURE P --- THE TOTAL BASE AMOUNT OF THE CONTRACT IS \$6,200,000.

Construction Change Summary

OE 2

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>OE 2 Demo Pkg.</i>							
The Richards Group	\$ 614,100.00	\$ -	\$ -	\$ 10,755.80	\$ -	\$ 624,855.80	1.75%
<i>Building Pkg.</i>							
Sinianian Development, Inc.	\$ 15,888,000.00	\$ 38,321.93	\$ -	\$ 237,761.14		\$ 16,164,083.07	1.49%
Mobile Modular	\$ 107,242.00					\$ 107,242.00	0.00%
The Peaks Corp.	\$ 14,085.00					\$ 14,085.00	0.00%
TOTAL	\$ 16,623,427.00	\$ 38,321.93	\$ -	\$ 248,516.94	\$ -	\$ 16,910,265.87	1.49%

Sinianian Development, Inc. **NOTE: THIS WAS BOARD APPROVED ON 12/12/13 UP TO 10% IN CHANGE ORDERS**

Construction Change Summary

OE 1 Roof

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<u>OE 1 Roof Pkg.</u>							
Best Contracting Services	\$ 278,450.00	\$ -	\$ -	\$ (26,099.38)	\$ -	\$ 252,350.62	-9.37%
TOTAL	\$ 278,450.00	\$ -	\$ -	\$ (26,099.38)	\$ -	\$ 252,350.62	-9.37%

Construction Change Summary

Misc. Bond Improvements

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Yesco Signs LLC	\$ 187,360.00					\$ 187,360.00	0.00%
Yesco Signs LLC	\$ 88,772.00	\$ -	\$ -		\$ -	\$ 88,772.00	0.00%
Broughton Construction, Inc.	\$ 56,640.00					\$ 56,640.00	0.00%
		\$ -	\$ -				
TOTAL	\$ 332,772.00	\$ -	\$ -	\$ -	\$ -	\$ 332,772.00	0.00%

Construction Change Summary
 PE Complex

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Minco Construction	\$ 4,511,070.00	\$ -	\$ -	\$ 99,009.46	\$ -	\$ 4,610,079.46	2.19%
Oakview Constructors	\$ 16,125.00					\$ 16,125.00	0.00%
All Surface Roofing & Waterproofing, Inc.	\$ 7,320.00					\$ 7,320.00	0.00%
Oakview Constructors	\$ 6,350.00				\$ 711.00	\$ 7,061.00	11.20%
Restoration Management Company	\$ 48,658.68					\$ 48,658.68	0.00%
Three Peaks Corp.	\$ 34,565.00					\$ 34,565.00	0.00%
TOTAL	\$ 4,624,088.68	\$ -	\$ -	\$ 99,009.46	\$ 711.00	\$ 4,723,809.14	2.16%

Minco Construction NOTE: THIS WAS BOARD APPROVED ON 8/08/13 UP TO 10% IN CHANGE ORDERS

Construction Change Summary
 Science Bldg.

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>Circuit C</i>							
RDM Electric	\$ 65,700.00	\$ -	\$ -	\$ 492.89	\$ -	\$ 66,192.89	0.75%
<i>Building</i>							
Earl Corporation	\$ 18,573,131.00	\$ -	\$ -	\$ 169,841.80	\$ 226,012.91	\$ 18,968,985.71	2.13%
Western Audio Visual	\$ 156,347.82					\$ 156,347.82	0.00%
TOTAL	\$ 18,795,178.82	\$ -	\$ -	\$ 170,334.69	\$ 226,012.91	\$ 19,191,526.42	2.11%

Earl Corporation **NOTE: THIS WAS BOARD APPROVED ON 12/12/13 UP TO 10% IN CHANGE ORDERS**

Measure M Projects
Construction Change Summary

M & O Renovation

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Oakview Constructors, Inc.	\$ 1,248,000.00			\$ 63,096.02	\$ 19,143.08	\$ 1,330,239.10	6.59%
Mission Paving & Sealing, Inc.	\$ 19,550.00					\$ 19,550.00	0.00%
TOTAL	\$ 1,267,550.00	\$ -	\$ -	\$ 63,096.02	\$ 19,143.08	\$ 1,349,789.10	6.49%

Oakview Constructors, Inc. **NOTE: THIS WAS BOARD APPROVED ON 11/12/14 UP TO 10% IN CHANGE ORDERS**

Construction Change Summary

New Crafton Center

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>CIRCUIT A</i>							
Dalke & Sons Construction Building	\$ 141,480.00	\$ -	\$ -	\$ 3,502.00	\$ -	\$ 144,982.00	2.48%
Bernards Brothers	\$ 21,798,066.00	\$ -	\$ -	\$ 133,378.00	\$ 50,909.00	\$ 21,982,353.00	0.85%
TOTAL	\$ 21,939,546.00	\$ -	\$ -	\$ 136,880.00	\$ 50,909.00	\$ 22,127,335.00	0.86%

Bernards Brothers **NOTE: THIS WAS BOARD APPROVED ON 04/10/14 UP TO 10% IN CHANGE ORDERS**

Construction Change Summary

Temporary Parking Lot

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Three Peaks	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	2.58%
TOTAL	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	2.58%

Construction Change Summary

CHS - Chemistry Health Sciences Renovation

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Roy O. Hoffman	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%
TOTAL	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%

Construction Change Summary

SBVC - Recap

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Central Plant / Infrastructure	\$ 11,860,084.00	\$ 83,941.49	\$ -	\$ 55,854.00	\$ -	\$ 11,999,879.49	0.47%
HVAC Cafeteria & Health Science	\$ 325,000.00	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	0.00%
Gymnasium	\$ 52,163,223.00	\$ 1,480,000.00		\$ 200,014.75	\$ 309,718.00	\$ 54,152,955.75	0.95%
Business Building Remodel	\$ 9,886,651.95	\$ 12,209.00	\$ -	\$ 850,839.00		\$ 10,749,699.95	8.60%
Site Signage	\$ 2,680,378.00	\$ 34,333.00	\$ -	\$ (739,853.51)		\$ 1,974,857.49	-27.25%
Auditorium	\$ 6,800,000.00	\$ -	\$ -	\$ 616,730.00	\$ -	\$ 7,416,730.00	9.07%
Applied Technology Renovation	\$ 2,090,363.00	\$ -	\$ -	\$ (5,534.00)	\$ 21,058.00	\$ 2,105,887.00	0.74%
K-Street Lighting	\$ 112,750.00	\$ -	\$ -	\$ (6,594.00)	\$ -	\$ 106,156.00	-5.85%
Miscellaneous Bond Improvements	\$ 4,200.00					\$ 4,200.00	0.00%
	\$ 85,922,649.95	\$ 1,610,483.49	\$ -	\$ 971,456.24	\$ 330,776.00	\$ 88,835,365.68	1.49%

Construction Change Summary

Central Plant & Inf

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>Infrastructure Sewer Improvements</i>							
Kirtley Construction dba TK Construction	\$ 348,300.00	\$ 83,941.49	\$ -	\$ 26,806.00	\$ -	\$ 459,047.49	6.20%
<i>Central Plant</i>							
Plumbing, Piping & Construction	\$ 10,878,000.00	\$ -	\$ -	\$ 122,077.00	\$ -	\$ 11,000,077.00	1.12%
<i>Grant Street Sewer Project</i>							
Tyco General Engineering	\$ 567,780.00	\$ -	\$ -	\$ (85,500.00)	\$ -	\$ 482,280.00	-15.06%
Broughton - ADA Access	\$ 26,485.00	\$ -	\$ -	\$ (5,568.00)	\$ -	\$ 20,917.00	-21.02%
L.A. Air Conditioning	\$ 39,519.00	\$ -	\$ -	\$ (1,961.00)	\$ -	\$ 37,558.00	-4.96%
TOTAL	\$ 11,860,084.00	\$ 83,941.49	\$ -	\$ 55,854.00	\$ -	\$ 11,999,879.49	0.47%

Construction Change Summary

HVAC

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%

Construction Change Summary

Signage - ADA

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Broughton Construction, Inc.	\$ 1,170,000.00	\$ -	\$ -	\$ (20,502.00)	\$ -	\$ 1,149,498.00	-1.75%
C.S. Legacy Construction *	\$ 1,365,776.00	\$ 34,333.00	\$ -	\$ (720,807.51)	\$ -	\$ 679,301.49	-51.48%
Three Peaks Corporation	\$ 87,187.00	\$ -	\$ -	\$ (413.00)		\$ 86,774.00	-0.47%
Three Peaks Corporation	\$ 42,655.00			\$ 1,869.00		\$ 44,524.00	4.38%
Three Peaks Corporation	\$ 14,760.00					\$ 14,760.00	0.00%
*Note: \$71,836.58 - claim settlement							
TOTAL	\$ 2,680,378.00	\$ 34,333.00	\$ -	\$ (739,853.51)	\$ -	\$ 1,974,857.49	-27.25%

*Note: District terminated for Convenience and final contract total is reflected.

Construction Change Summary

Auditorium

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Woodcliff Corporation	\$ 6,800,000.00			\$ 616,730.00	\$ -	\$ 7,416,730.00	9.07%
						\$ -	
TOTAL	\$ 6,800,000.00	\$ -	\$ -	\$ 616,730.00	\$ -	\$ 7,416,730.00	9.07%

Woodcliff Corporation **NOTE: THIS WAS BOARD APPROVED ON 7/11/13 UP TO 10% IN CHANGE ORDERS**

Construction Change Summary

Applied Technology Renovation

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
RDM Electric (Security Lighting)	\$ 44,950.00	\$ -	\$ -	\$ (534.00)		\$ 44,416.00	-1.19%
Cal City Construction, Inc.	\$ 1,977,000.00	\$ -	\$ -	\$ -	\$ 21,058.00	\$ 1,998,058.00	1.07%
Three Peaks Corporation	\$ 14,040.00					\$ 14,040.00	0.00%
Three Peaks Corporation	\$ 29,130.00			\$ (5,000.00)		\$ 24,130.00	-17.16%
Giannelli Electric, Inc.	\$ 19,817.00					\$ 19,817.00	0.00%
Stanley Security	\$ 5,426.00					\$ 5,426.00	0.00%
TOTAL	\$ 2,090,363.00	\$ -	\$ -	\$ (5,534.00)	\$ 21,058.00	\$ 2,105,887.00	0.74%

Cal City Construction, Inc. **NOTE: THIS WAS BOARD APPROVED ON 01/15/15 UP TO 10% IN CHANGE ORDERS**

Construction Change Summary

Miscellaneous Bond Improvements

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Aten Construction	\$ 4,200.00	\$ -	\$ -	\$ -	\$ -	\$ 4,200.00	0.00%
		\$ -	\$ -	\$ -	\$ -		
TOTAL	\$ 4,200.00	\$ -	\$ -	\$ -	\$ -	\$ 4,200.00	0.00%

Cal City Construction, Inc. **NOTE: THIS WAS BOARD APPROVED ON 01/15/15 UP TO 10% IN CHANGE ORDERS**