



Meeting of the San Bernardino Community College District Board of Trustees
Business Meeting Agenda
District Board Room
May 11, 2017 – 4:00pm

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- a. Conference with Labor Negotiators – Government Code 54957.6
Agency Negotiator: Bruce Baron – CSEA, CTA, Management/Supervisors, and Confidential Employees
- b. Update on Goals, Government Code Section 54957(b)(1), Title: Chancellor
- c. Conference with Legal Counsel – Existing Litigation pursuant to Government Code section 54956.9(d)(1) (1 case)
Leonard Lopez v. SBCCD, Case No. CIVDS1511495
- d. Public Employee Discipline/Dismissal/Release/Non Re-Employment
Government Code 54957(b)(1) (4 cases)
- e. Anticipated Litigation - Conference with Legal Council: Government Code 54956.9(e)(3): California Government Tort Claim against District, dated March 29, 2017, by District employee Komal Bandyopadhyay

3. 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.

4. CONVENE CLOSED SESSION



5. RECONVENE PUBLIC MEETING

6. REPORT OF ACTION IN CLOSED SESSION

7. CONSIDERATION OF APPROVAL TO ADOPT A RESOLUTION TO RECOGNIZE THE CONTRIBUTIONS OF STUDENT TRUSTEES (p6)

8. REPORTS

- a. Board Members
 - i. Oral Reports from Board Committee Chairs
 - ii. Board Information Requests (p9)
- b. Student Trustees
- c. Chancellor
- d. San Bernardino Valley College
 - i. President
 - ii. Academic Senate
 - iii. Classified Senate
 - iv. Associated Students
- e. Crafton Hills College
 - i. President
 - ii. Academic Senate
 - iii. Classified Senate
 - iv. Associated Students
- f. CSEA
- g. CTA

9. PUBLIC COMMENTS ON AGENDA ITEMS

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

10. APPROVAL OF MINUTES

April 13, 2017 (p14)

11. **CONSENT AGENDA**

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

- a. Board of Trustees & Chancellor
 - i. Consideration to Reconfirm Student Trustee Privileges (p24)
- b. Instruction/Student Services
 - i. Consideration of Approval of Curriculum – SBVC (p25)
 - ii. Consideration of Approval of Curriculum – CHC (p39)
 - iii. Consideration of Approval to Serve Champagne at Campus Event: President's Circle Preview Event (p43)
 - iv. Consideration of Approval to Serve Wine/Champagne at Campus Event – Scholarship Donor Appreciation Mixer (p44)
- c. Human Resources
 - i. Consideration of Acceptance of Employee Retirement (p45)
 - ii. Consideration of Approval of Adjunct and Substitute Academic Employees (p46)
 - iii. Consideration of Approval of Appointment of District Employees (p57)
 - iv. Consideration of Approval of Classified Employee Promotion (p59)
 - v. Consideration of Approval of District Volunteers (p60)
 - vi. Consideration of Approval of Interim Management Appointments (p62)
 - vii. Consideration of Approval of New Professional Expert Rate (p64)
 - viii. Consideration of Approval of Non-Instructional Pay for Academic Employees (p68)
 - ix. Consideration of Approval of Pre-Retirement Reduced Workload for Academic Employee (p70)
 - x. Consideration of Approval of Professional Expert Short-Term and Substitute Employees (p71)

d. Business & Fiscal Services

- i. Consideration of Approval of Professional Services Contracts-Agreements (p74)
- ii. Consideration of Approval of Routine Contracts-Agreements and Memorandums of Understanding (p78)
- iii. Consideration of Approval of Purchase Order Report (p120)
- iv. Consideration of Approval of Surplus Property and Authorize Donation to Colton Joint Unified School District (p134)
- v. Consideration of Approval of Vacation Payout (p135)
- vi. Consideration of Approval to Adopt a Resolution Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications (p136)
- vii. Consideration of Approval to Adopt a Resolution to Appropriate Funds (p139)
- viii. Consideration of Approval to Establish an Enterprise Fund for the FCC Auction Proceeds (p142)
- ix. Consideration of Approval to Ratify Interfund Borrowing Transactions (p143)
- x. Consideration of Approval of District & College Expenses (p144)
- xi. Consideration to Approve Conference Attendance (p153)

12. ACTION AGENDA

- a. Consideration of Approval of the Districtwide Facilities Master Plan Project List and the Creation of a Board Ad Hoc Bond Committee (p163)
- b. Consideration of Approval of Board Policies - Final Approval (p171)
- c. Consideration of Approval to Accept Board Policies for First Reading (p206)

13. INFORMATION ITEMS

- a. Applause Cards (p223)
- b. Budget Report (p236)
- c. CCFS-320 Apportionment Attendance Report (p284)
- d. Cenergistic Cumulative Energy Report (p288)
- e. CHC Integrated Pest Control Program (p290)
- f. Clery Report (p294)
- g. CSEA MOUs (p296)
- h. CTA MOUs (p303)
- i. Enrollment-Full Time Equivalent Student Update (p317)
- j. General Fund Cash Flow Analysis (p319)
- k. Measure M and Non-Bond Demographics - Local Contracts Summary Report (p321)
- l. Quarterly Financial Status Report (p323)
- m. Quarterly Investment Report (p328)
- n. Summary of Measure M Construction Contract Change Orders and Amendments (p330)

14. PUBLIC COMMENT ON NON-AGENDA ITEMS

This is an opportunity for members of the public to address the Board concerning non-agenda items.

15. CONVENE CLOSED SESSION

Convene Closed Session for unfinished business on closed session items.

16. RECONVENE PUBLIC MEETING**17. REPORT OF ACTION IN CLOSED SESSION****18. ADJOURN**

The next meeting of the Board: Board Retreat 8am-4pm, May 30 & 31, 2017

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: May 11, 2017

SUBJECT: Consideration to Adopt Resolutions Recognizing the Contributions of Student Trustees Beverly Rapouw and Pablo Machado

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution recognizing the contributions of the Student Trustees to the San Bernardino Community College District.

OVERVIEW

The San Bernardino Community College District (SBCCD) appreciates the dedication and contributions of the Student Trustees representing Crafton Hills College and San Bernardino Valley College students on the SBCCD Board of Trustees.

ANALYSIS

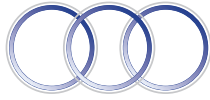
Student trustees provide a direct line of communication between the Board of Trustees and the students on each campus as well as providing a teaching opportunity for those students interested in developing their leadership skills and their understanding of the complex work involved in public and education policy.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None



SAN BERNARDINO
COMMUNITY COLLEGE DISTRICT

Board of Trustees

RESOLUTION

To Recognize the Contribution of Student Trustee Pablo Machado

WHEREAS, The San Bernardino Community College District (SBCCD) recognizes and appreciates the dedication and contributions of the Student Trustee for San Bernardino Valley College, Pablo Machado; 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 (KVCB TV-FM/FNX) by providing high quality, effective and accountable instructional programs and services; and

WHEREAS, Student Trustee Pablo Machado has throughout his year of service consistently represented San Bernardino Valley College and its student body with pride and professionalism, demonstrating his thorough knowledge of those he served and participating in numerous activities across the District; and

WHEREAS, Student Trustee Machado advocated in Washington, D.C. on behalf of SBVC students at both the Association of Community College Trustees Conference and at the American Student Association of Community Colleges.

WHEREAS, Student Trustee Machado was active in over 40 campus events, including the Student Town Hall with Assemblymember Eloise Gomez Reyes and the Town Hall with Secretary of State, Alex Padilla; and

WHEREAS, Student Trustee Machado also served as Co-Chair of the Associated Student Government Student Voter Engagement Ad Hoc Committee and a Parliamentarian; and

THEREFORE, be it resolved that the Board of Trustees of the San Bernardino Community College District does hereby recognize Student Trustee Pablo Machado for his contributions to the myriad successes of the students of the SBCCD and the California Community Colleges, thank him for his service, and wish for him the very best personally and professionally.

ADOPTED this 11th day of May, 2017

San Bernardino, California

Bruce Baron, Chancellor

Gloria Macias Harrison, Vice President

John Longville, Trustee

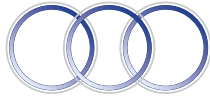
Frank Reyes, Trustee

Joseph Williams, President

Donna Ferracone, Clerk

Dr. Donald Singer, Trustee

Dr. Anne L. Viricel, Trustee



SAN BERNARDINO
COMMUNITY COLLEGE DISTRICT

Board of Trustees

RESOLUTION

To Recognize the Contribution of Student Trustee Beverly Rapouw

WHEREAS, The San Bernardino Community College District (SBCCD) recognizes and appreciates the dedication and contributions of the Student Trustee for Crafton Hills College, Beverly Rapouw; 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 (KVCB-TV-FM/FN(X)) by providing high quality, effective and accountable instructional programs and services; and

WHEREAS, Student Trustee Beverly Rapouw has throughout the year of her service consistently represented Crafton Hills College and its student body with pride and professionalism, demonstrating her thorough knowledge of those she served and participating in numerous activities across the District; and

WHEREAS, Student Trustee Rapouw advocated on behalf of CHC students at the Association of Community College Trustees and represented her peers at General Assembly to discuss important policies that will improve student success and that will have a positive impact for all community college students.

WHEREAS, that in addition, Student Trustee Rapouw was instrumental in producing The Roadrunner Report. Her efforts have resulted in the production of five episodes shown since November 2016 in the Crafton Center; and

WHEREAS, Student Trustee Rapouw collaborated with her cohorts to develop a plan of action to promote student voter registration and spearheaded the efforts on campus to use the Associated Student stickers to purchase books for students to check out.

THEREFORE, be it resolved that the Board of Trustees of the San Bernardino Community College District does hereby recognize Student Trustee Beverly Rapouw for her contributions to the myriad successes of the students of the SBCCD and the California Community Colleges, thank her for her service, and wish for her the very best personally and professionally.

ADOPTED this 11th day of May, 2017

San Bernardino, California

Bruce Baron, Chancellor

Gloria Macias Harrison, Vice President

John Longville, Trustee

Frank Reyes, Trustee

Joseph Williams, President

Donna Ferracone, Clerk

Dr. Donald Singer, Trustee

Dr. Anne L. Viricel, Trustee

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: May 11, 2017

SUBJECT: Board Information Requests

RECOMMENDATION

This item is for information only. The Board may ask staff to review a matter or may ask that a matter be put on a future agenda.

OVERVIEW

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
Board of Trustees Information Requests
(updated 4/25/17)**

Date of Request: 10/20/2016
Requested by: Board of Trustees
Planned Completion Date: 4/30/17

Request: Contract with Cynthia Pringle - Can we see the results of the analysis on KVCR once complete?

Comments: We anticipate having a written report of findings from the consultant by the end of April. The Chancellor will share the report with the Board.

Date of Request: 8/22/2016
Requested by: Board of Trustees
Planned Completion Date: 6/30/17

Request: Redefine Board's self-assessment questions for clarification.

Comments: BOT Ad Hoc committee to schedule meeting.

Date of Request: 8/22/2016
Requested by: Board of Trustees
Planned Completion Date: 6/30/17

Request: Board goals should be agendaized for progress reports.

Comments: Chancellor will provide periodic updates upon approval of the Board's goals. The Board approved their goals at the January 19, 2017 meeting.

Date of Request: 8/25/2016
Requested by: Board of Trustees
Planned Completion Date: 6/30/17

Request: Foundations to update the Board on how the one-time money is being spent.

Comments: The Study Session for the Foundations is to be scheduled at the recommendation of the Ad Hoc Committee. The Board created an Ad Hoc Committee to develop the agenda and specific requests for the meeting.

Date of Request: 8/25/2016
Requested by: Board of Trustees
Planned Completion Date: 6/30/17

Request: Report to the Board detailing how the EDCT will support the campuses.

Comments: Chancellor will update the Board on collaborative work and support efforts during 2016-2017 academic year, leading to a strategic plan from EDCT. The timeline is tied to the next budget cycle. Additionally, the plan should be presented when there is a permanent Associate Vice Chancellor in place.

Date of Request: 8/25/2016
Requested by: Board of Trustees
Planned Completion Date: 6/30/17

Request: KVCR and EDCT one-time expenses to be listed on their own budget lines

Comments: Jose Torres will provide breakdown in the 2017-2018 fiscal year budget.

Date of Request: 9/8/2016 Requested by: Singer Planned Completion Date: 6/30/17	Request: Recommendation to promote the safety of our campuses, to the community, based on monthly Clery reports. Comments: Chancellor will work with the District Director of Marketing, PR and Government Affairs to promote the safety on a regular basis.
Date of Request: 11/10/2016 Requested by: Harrison Planned Completion Date: 6/30/17	Request: Consider having a Strengths Quest session for the Board Comments:
Date of Request: 2/7/2017 Requested by: Williams Planned Completion Date: 6/30/17	Request: Regarding Facebook I don't think the answer is sufficient. We are not questioning the expense but rather the effectiveness in relation to enrollment and not Facebook followers. While it may only be a few dollars per follower are these people enrolling in Comments: Chancellor will inquire of our marketing staff if we have good enough data to prepare a report for distribution on a regular basis.
Date of Request: 12/1/2016 Requested by: Budget Ad Hoc Committee Planned Completion Date: Completed 1/19/17	Request: The Board of Trustees Budget Committee requested that each campus present its enrollment management plan to the Board. Comments: The Chancellor will include the presentation at the January 19 Board meeting.
Date of Request: 8/22/2016 Requested by: Board of Trustees Planned Completion Date: Completed 10/17/16	Request: Requested a master calendar and more reminders of upcoming events. Comments: Chancellor provides the upcoming event calendar in the Trustee Chat weekly. A master calendar including board meetings, study sessions, standing and ad hoc meetings, and community events is provided to the Board on a weekly basis via email. This has been completed in Outlook. The calendar includes RSVPs to community and campus events as they are received.
Date of Request: 1/19/2017 Requested by: Board of Trustees Planned Completion Date: Completed 2/9/17	Request: The Board requested scheduling of additional study sessions and trainings on the 2nd Thursday preceeding the general board meeting. Standing committees should also be scheduled on the same day. Comments: The Chancellor will include a revised 2017 master calendar for Board approval at the 2/9/17 Board meeting.
Date of Request: 1/19/2017 Requested by: Ferracone Planned Completion Date: Completed 2/9/17	Request: Requested to agendize the Policy Ad Hoc as a standing committee on the February agenda. Comments: The Chancellor will provide an item for board approval on 2/9/17.

Date of Request: 1/19/2017
Requested by: Ferracone
Planned Completion Date: Completed 3/9/17

Request: Trustee Ferracone requested flyers or brochures from the campuses for Board members to use to promote the campuses.

Comments: The campus presidents will have the brochures sent to the Board through the Chancellor's Office.

Date of Request: 1/19/2017
Requested by: Harrison
Planned Completion Date: Completed 3/23/17

Request: Trustee Harrison requested for a written executive summary of the Education and Facilities Master Plans for all three entities. The summaries will allow the Board of Trustees to compare one to the other to ensure the Board's actions are in line with what

Comments: The Chancellor will request for this to be completed by HMC Architects and will be distributed by email to the Board.

Date of Request: 2/9/2017
Requested by: Board of Trustees
Planned Completion Date: Completed 3/23/17

Request: Policy Committee to develop criteria for the Board to award certificates.

Comments: The Policy Committee will provide an oral report at the 4/13/17 meeting.

Date of Request: 2/9/2017
Requested by: Rapouw
Planned Completion Date: Completed 3/9/17

Request: Parking machines at CHC are broken.

Comments: 1) The parking ticket dispenser in Lot B was repaired soon after it was reported.
2) We have 10 dispensers across the campus so we have instructed the security team to bag any out-of-service dispenser and post a sign to instruct students to go to another lot to purchase a daily permit.
3) We told the student senate to have our students report any not-working machine right away and appeal the ticket.
4) Based on our recent conversation with Trustee Rapouw, there is no other occurrence reported. So this appears to be an isolated occurrence.

Date of Request: 8/22/2016
Requested by: Board of Trustees
Planned Completion Date: Completed 8/24/16

Request: Presentations to the Board should include executive summary, minimum 12 pt. font, be consistent reporting style with both colleges, and must answer why the information is important and how the Board can help.

Comments: Chancellor revised the presentation guidelines. Implementation is planned for 8/24/16.

Date of Request: 8/25/2016
Requested by: Singer
Planned Completion Date: Completed 9/1/16

Request: What percentage of votes are needed to pass proposition 30 replacement bill, proposition 55?

Comments: Chancellor emailed response on 8/30/16 and a printed copy at the 9/1/16 Study Session.

Date of Request: 8/22/2016	Request: Closed session to start at 4pm with open session at 5pm.
Requested by: Board of Trustees	
Planned Completion Date: Completed 9/8/16	Comments: This will begin at the 9/8/16 Board meeting.

Date of Request: 8/22/2016	Request: Request to send monthly bond reports electronically and not in printed format.
Requested by: Williams	
Planned Completion Date: Completed 9/8/16	Comments: This will begin at the 9/8/16 Board meeting.



Meeting of the San Bernardino Community College District Board of Trustees
Board Meeting Minutes

Crafton Hills College, 11711 Sand Canyon Rd, Yucaipa, CA 92399, LRC 226 and 231

April 13, 2017, 4:00 p.m. – 6:00 p.m.

Members Present:

Joseph Williams, President
Gloria Macias Harrison, Vice President
Donna Ferracone, Clerk
John Longville, Trustee
Dr. Donald L. Singer, Trustee
Dr. Anne L. Viricel, Trustee
Frank Reyes, Trustee
Pablo Machado, SBVC, Student Trustee (left at 5:30pm)
Beverly Rapouw, CHC, Student Trustee

Members Absent:

None

CALL TO ORDER – PLEDGE OF ALLEGIANCE

President Williams called the meeting to order at 4:00pm. Trustee Harrison led the pledge of allegiance.

ANNOUNCEMENT OF CLOSED SESSION ITEMS

- **Conference with Labor Negotiators**
Government Code 54957.6
Agency Negotiators: Bruce Baron
CTA/CSEA/Management/Supervisors/Confidential Employees
- **Update on Goals**
Government Code 54957
Title: Chancellor
- **Public Employee Discipline/Dismissal/Release/Non Re-Employment**
Government Code 54957 (7 cases)
- **Conference with Legal Counsel-Existing Litigation:** Government Code section 54956.9(d)(1) – (1 case) Workers Compensation Claim No. 498083

- **Conference with Legal Counsel-Anticipated Litigation:** Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) – (2 cases)

PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None

CONVENE CLOSED SESSION

The Board convened to closed session at 4:03pm

RECONVENE PUBLIC MEETING

Board meeting reconvened at 5:45pm

REPORT OF ACTION IN CLOSED SESSION

- On April 13, 2017, the Board unanimously took action to approve the release of custodian probationary employee no. 28141.
- On April 13, 2017, the Board unanimously took action to approve the release of custodian probationary employee no. 28540.
- Pursuant to government code section 11517(c) 2a, the Board unanimously adopted the March 3, 2017 decision and awarded the arbitrator in its entirety such that employee ID no 24746's termination from its academic position as a welding instructor effective May 18, 2016 is final.
- The Board voted in closed session and unanimously approved a settlement with Sinanian Development. A copy of the settlement will be available in the office of Business & Fiscal Services.
- On April 13, 2017, the Board unanimously took action to approve the settlement authority for cafeteria/snack bar manager, employee no. 2645.
- On April 13, 2017, the Board unanimously took action to approve the settlement authority for Bookstore Director, employee no. 6690.
- On April 13, 2017, the Board unanimously took action to approve the settlement of workers compensation claim no 498083.

REPORTS

- SBVC Academic Senate: Celia Huston reported working on Student Success policy that was presented to the Student Success Committee. Has been reviewing International Student proposal from the District and discussing a counter proposal. Shared a

resolution Curricular Efficiency and Fairness. Credit and noncredit courses receive the same treatment. Working on agreement with CHC on credit and non-credit equivalency.

- **Board Members**
 - Trustee Harrison reported on the Budget committee – public comments on \$157M. Committee is establishing parameters of the funds, principles, best use of one-time funds, and will make a recommendation to the full Board. Are in the process of collecting data. Early retirement incentive was withdrawn due to lack of feasibility and insufficient responses. Solar electric procurement is being assessed. Requested for more frequent Enrollment reports, starting with the May 11 Board agenda. Commented on Northpark Elementary.
 - Trustee Singer reported the next Board to Board meeting is scheduled on April 24.
 - Trustee Ferracone reported Policy committee has not met. Foundation committee discussed combining auxiliary foundations. Reviewing job description for Foundation Director and salary schedule and return to the next committee meeting with input. She also attended Inspire Success luncheon, Art of Healing, and Fire Academy Golf Tournament.
 - Trustee Viricel reported on attending Women in Power Conference, judged Mr. Cardinal contest, Highland Women's Club Scholarship, City of San Bernardino Arts Committee.
 - Trustee Reyes attended HACU International Conference in Costa Rica, Time for Change, Mr. Cardinal contest, Veterans Affairs Activity in Fontana
 - Trustee Longville reported on the CTE meeting. The committee is working to dramatically increase opportunities for students to perform in a broadcast environment through hands on classes with the campuses and KVCR.
 - President Williams reported on Student Success Committee. The committee is working with the academic senates on the Student Success policy, Digital Textbook meeting, working on Board's Retreat agenda.
- **Student Trustees**
 - Student Trustee Rapouw reported on a series of workshops focused on Human Rights, Brown Act, Campaign 101. She requested for more resources and assistance with mental health services.
- **Chancellor**
 - Chancellor Baron reported on ADP training schedule is coming soon, ASGs are hosting Secretary of State Alex Padilla for an invite-only roundtable discussion, Cabinet Retreat-5 Dysfunctions of a Team.

- Crafton Hills College
 - President Zhou provided a written report.
- Academic Senate
 - Working on concurrent and dual enrollment, reviewing organizational structure for effectiveness and best practices, Spring Plenary session, reaffirmed an athletic department separate from SBVC. Spring Awakening.
- Classified Senate
 - Ben Gamboa reported this week is Classified Professionals Week with training workshops, conducting program review for classified senate, discussing enrollment strategies, hosted State Classified Senate, discussing KVCR Auction proceeds, Classified Senate would like to codify 9+1 and adopt into their shared governance.
- Associated Students
 - ASG assisted with Grad Fair, agreed on OmniTrans language.
- San Bernardino Valley College
 - President Rodriguez provided a written report. She attended and presented at the International HACU Conference. 100,000 Strong in the Americas to study international cultures and travel. Participated in a Planning Retreat with SBCSS. Administrative Services purchased new emergency response equipment.
- Classified Senate
- Associated Students
 - Autumn Blackburn reported OmniTrans referendum and student government voting is taking place this week, Civic Engagement workshops, Student Appreciation Day, Strategic Plan and By Laws Committee for incoming leaders, General Assembly-presenting 11 resolutions, ASG Banquet.
- CSEA
 - Grayling Eaton commented on item 11a on the agenda. In the process of negotiations. Bookstore negotiations meeting was cancelled and has not been rescheduled. CSEA presented a counter proposal to the District. Article count: CSEA-3 and District-4. Still waiting for compensation study. CSEA has issues with religious and discrimination based postings. CSEA members were not debriefed or briefed on this. CSEA is working on a resolution for the Board. Members affected should file with Department of Fair Employment and Housing. There are issues with CSEA on safety.

Chancellor recommended the Board allow him to coordinate a meeting with Grayling Eaton and the Police Department. Chancellor will follow up and report back to the board as appropriate.

- CTA

APPROVAL OF MINUTES

February 24 and March 9 Training Session & Regular Board Meeting Minutes

Trustee Longville motioned, Trustee Viricel seconded the motion and the board members voted as follows:

AYES: Williams, Macias Harrison, Ferracone, Longville, Singer, Reyes, Viricel, Rapouw

NOES: None

ABSENT: Machado

ABSTENTIONS: None

PUBLIC COMMENTS ON AGENDA ITEMS

None

ITEMS PULLED FROM CONSENT AND ACTED ON SEPARATELY

Consideration of Approval of Salary Advancement for Academic Employee

Amended to remove Sana Massad from the list.

Trustee Longville motioned, Trustee Viricel seconded the motion and the board members voted as follows:

AYES: Williams, Macias Harrison, Ferracone, Longville, Singer, Reyes, Viricel, Rapouw

NOES: None

ABSENT: Machado

ABSTENTIONS: None

CONSENT AGENDA

Consideration to Serve Wine at a Campus Event – SBVC

Consideration of Approval to Sell Alcoholic Beverages at Campus Fundraising Event – CHC

Consideration of Approval to Serve Champagne at Campus Event – CHC

Consideration of Approval of Curriculum Modifications – CHC

Consideration of Approval to Serve Wine at KVCR event

Consideration of Approval of Adjunct and Substitute Academic Employees



Consideration of Approval of Alternate Work Schedule Summer 2017

Consideration of Approval of Appointment of District Employees

Consideration of Approval of District Volunteers

Consideration of Approval of New Management Job Description

Consideration of Approval of Non-Instructional Pay for Academic Employees

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

Consideration of Approval of Resolution Waiving Posting of Bond by Faculty Members for Payment of Salary During Sabbatical Leave

Consideration of Approval of Salary Amendment for Interim Management Employee

Consideration of Approval of Temporary Academic Employees

Consideration of Approval of the Revision to Professional Expert Rates of Pay

Consideration of Granting an Unpaid Leave of Absence for Academic Employee

Consideration of Approval of District & College Expenses

Consideration of Approval of Individual Memberships

Consideration to Approve Conference Attendance

Consideration of Approval of Professional Services Contracts-Agreements

Consideration of Approval of Purchase Order Report

Consideration of Approval of Revised Authorized Signature List

Consideration of Approval of Routine Contracts-Agreements and Memorandums

Consideration of Approval of Surplus Property and Authorization for Private Sale or Disposal

Consideration of Approval of Vacation Payout

Consideration of Approval to Adopt a Resolution to Appropriate Funds

Consideration of Approval to Adopt Resolution Authorizing Temporary Interfund Borrowing

Consideration of Approval of Amendment 001 to the Agreement with ARUP North America of Los Angeles CA

Consideration of Approval of Amendment 006 to the Contract with PMSM Architects of Santa Barbara CA

Consideration of Approval of Non-Bond Construction Change Orders and Contract Amendments

Consideration of Approval to Award a Small Scale Construction Contract to Prestige Elevator Interiors of Glendora, CA

Consideration of Approval to Award a Small Scale Construction Contract to Three Peaks Corp. of Calimesa, CA



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

AYES: Williams, Macias Harrison, Ferracone, Longville, Singer, Reyes, Viricel, Rapouw

NOES: None

ABSENT: Machado

ABSTENTIONS: None

ACTION AGENDA

Adopt Initial Proposal from the District to CSEA Chapter #291

Public Hearing of SBCCD Initial Proposal to CSEA Chapter #291

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

AYES: Williams, Macias Harrison, Ferracone, Longville, Singer, Reyes, Viricel, Rapouw

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval to Accept Board Policies and Administrative Procedures for First Reading

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

AYES: Williams, Macias Harrison, Ferracone, Longville, Singer, Reyes, Viricel, Rapouw

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval of Board Policies and Administrative Procedures for Final Approval

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

AYES: Williams, Macias Harrison, Ferracone, Longville, Singer, Reyes, Viricel, Rapouw

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval of Board Self-Evaluation Method of Distribution and Ad Hoc Committee Members

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

AYES: Williams, Macias Harrison, Ferracone, Longville, Singer, Reyes, Viricel, Rapouw

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration of Approval to Accept the Proposed Human Resources Reorganization Chart for First Reading

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

AYES: Williams, Macias Harrison, Ferracone, Longville, Singer, Reyes, Viricel, Rapouw

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration to Adopt Resolution to Pay Trustee

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

AYES: Williams, Macias Harrison, Ferracone, Longville, Singer, Reyes, Viricel, Rapouw

NOES: None

ABSENT: Machado

ABSTENTIONS: None

Consideration to Vote for Candidates for the 2017 CCCT Board of Directors

- Marisa Perez, Cerritos CCD
- Michele R. Jenkins, Santa Clarita CCD
- John Leal, State Center CCD
- Stephen Blum, Ventura County CCD
- Laura Casas, Foothill-De Anza CCD
- Stephan Castellanos, San Joaquin Delta CCD
- Andra Hoffman, Los Angeles CCD
- Jim Moreno, Coast CCD

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

AYES: Williams, Macias Harrison, Ferracone, Longville, Singer, Reyes, Viricel, Rapouw

NOES: None

ABSENT: Machado

ABSTENTIONS: None

INFORMATION ITEMS

Applause Cards

Budget Report

Cenergistic Cumulative Energy Report

District Clery Act Compliance Report

General Fund Cash Flow Analysis

Measure M and Non-Bond Demographics Local Contracts Summary Report

Summary of Measure M Construction Contract Change Orders and Amendments



PUBLIC COMMENT ON NON-AGENDA ITEMS

None

ADJOURN

President Williams adjourned the meeting at 7:16pm.

Donna Ferracone, Clerk
SBCCD 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: May 11, 2017
SUBJECT: Consideration to Reconfirm Student Trustee Privileges

RECOMMENDATION

It is recommended that the Board of Trustees reconfirm student trustee privileges per Board Policy 2015 Student Trustees.

OVERVIEW

On or before May 15 of each year, the Board of Trustees must reconfirm the following student trustee privileges:

- The privilege to receive compensation for meeting attendance at a level of \$200 per month. In the event a student trustee has an unexcused absence to a required meeting, the compensation shall be prorated for the pay period.
- The privilege to make and second motions.
- The privilege to attend closed sessions, other than closed sessions on personnel or collective bargaining matters, at the discretion of the Board of Trustees.
- The privilege to vote in an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the Board.
- The privilege to serve a term commencing on May 15.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Diana Rodriguez, President, SBVC
PREPARED BY: Dr. James Smith, Interim Vice President, Instruction, SBVC
DATE: May 11, 2017
SUBJECT: Consideration of Approval of Curriculum - SBVC

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

These courses, certificates, and degrees have been approved for addition, modification, and deletion by the Curriculum Committee of the Academic Senate and will be included in the 2018-2019 College Catalog.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO VALLEY COLLEGE
SUBMITTED FOR BOARD OF TRUSTEE APPROVAL
May 11, 2017

CONTENT REVIEW

No Changes to the College Catalog

ELEC 216C
ELECTR 265

ELEC 217C
ELECTR 270

ELECTR 230
PSYCH 105

ELECTR 235
TECALC 087

Rationale:

Content Review

Effective:

Fall 2017

NEW COURSE

Course ID:

CULART 042

Course Title:

Cake Decorating

Units:

3

Laboratory:

9 contact hour(s) per week
144 - 162 contact hours per semester

Prerequisite:

None.

Catalog Description:

This class will provide the experience the student needs to become competent in cake decorating. This class will cover royal icing, butter icing, fondant, mirror glaze, fillings and ganache.

Schedule Description:

This class will provide the experience the student needs to become competent in cake decorating. This class will cover royal icing, butter icing, fondant, mirror glaze, fillings and ganache.

Rationale:

At the request of the Culinary Advisory Committee meeting, the department is launching the Baking program. This will be a comprehensive one-year program.

TOP Code:

1306.30

Equate:

Course not offered at CHC.

Effective:

Fall 2018

NEW COURSE

Course ID:

CULART 043

Course Title:

Advanced Desserts and Pastry/Chocolate/Sugar

Units:

5.5

Laboratory:

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

Prerequisite:

CULART 041

Catalog Description:

This course highlights baking techniques found in commercial kitchens with a focus on cakes and decorating, artisan breads, sugar work, chocolate work and complex pastry.

Schedule Description:

This course highlights baking techniques found in commercial kitchens with a focus on cakes and decorating, artisan breads, sugar work, chocolate work and complex pastry.

Rationale:

The Department is creating a baking program. This course with modifications will be in the new program with modifications.

TOP Code:

1306.30

Equate:

Course not offered at CHC.

Effective: Fall 2018

NEW COURSE

Course ID: CULART 044
Course Title: Introduction to Baking Skills, Ingredients, and Technology
Units: 3
Lecture: 3 contact hour(s) per week
 48 - 54 contact hours per semester
Prerequisite: None.
Catalog Description: This course examines the basic baking skills needed in order to work within the Food Service Industry. This course will include how to scale, the ingredient list and how to read a recipe, technology used in baking, the science behind baking and how and why baking works.
Schedule Description: This course examines the basic baking skills needed in order to work within the Food Service Industry. This course will include how to scale, the ingredient list and how to read a recipe, technology used in baking, the science behind baking and how and why baking works.
Rationale: The Culinary Advisory Committee has suggested and approved a baking program be added to the Culinary Programs current programs. The baking industry has a gap to be filled and thus far, SBVC will be the only college offering this program.
TOP Code: 1306.30
Equate: Course not offered at CHC.
Effective: Fall 2018

NEW COURSE

Course ID: CULART 205
Course Title: Principles of Design and Presentation
Units: 3
Lecture: 3 contact hour(s) per week
 48 - 54 contact hours per semester
Departmental Advisory: ENGL 015 and or eligibility for ENGL101 or 101H as determined by the SBVC assessment process.
 MATH 942
Catalog Description: This course will explore the theory behind design and layout of platters, trays and plates for presentation. Students will learn presentation standards, matching and pairing of foods, and wines and sauces that make up presentation.
Schedule Description: This course will explore the theory behind design and layout of platters, trays and plates for presentation. Students will learn presentation standards, matching and pairing of foods, and wines and sauces that make up presentation.
Rationale: The culinary advisory committee has identified a gap within the industry in the area of baking. There are no baking programs within our region. There are hundreds of baking positions within the Inland Empire area not being filled.
TOP Code: 1306.30
Equate: Course not offered at CHC.
Effective: Fall 2018

NEW COURSE

Course ID:	CULART 299 A-Z
Course Title:	Special Topics in Restaurant
Units:	0.5 - 3
Lecture:	0.5 - 3 contact hour(s) per week Min: 8 - 9 contact hours per semester Max: 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This course is a seminar course to include special topics in restaurant management. Topics may include current trends in advanced techniques of baking, meat utilization, charcuterie and advanced techniques for preparing soups and sauces.
Schedule Description:	This course is a seminar course to include special topics in restaurant management. Topics may include current trends in advanced techniques of baking, meat utilization, charcuterie and advanced techniques for preparing soups and sauces.
Rationale:	The Culinary Advisory Committee has identified a gap within the industry in the area of baking. There are no baking programs within our region. There are hundreds of baking positions within the Inland Empire area not being filled.
TOP Code:	1306.30
Equate:	Course not offered at CHC.
Effective:	Fall 2018

NEW COURSE

Course ID:	DIESEL 034
Course Title:	Diesel Alternative Fuels
Units:	4
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Laboratory:	3 contact hour(s) per week 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This course provides theory and hands-on experience in the operation, service, inspection, and maintenance of compressed natural gas (CNG) vehicle systems. This course prepares students for the ASE Alternate Fuels Test (F-1).
Schedule Description:	This course provides theory and hands-on experience in the operation, service, inspection, and maintenance of compressed natural gas (CNG) vehicle systems. This course prepares students for the ASE Alternate Fuels Test (F-1).
Rationale:	There is a growing demand of school buses and transit buses to be fueled by other means other than Diesel.
TOP Code:	0947.00
Equate:	Course not offered at CHC.
Effective:	Fall 2018

MODIFY COURSE*Changes to the 2017-2018 College Catalog*

COURSE ID	COURSE TITLE
CULART 040	INTRODUCTION TO BAKING

Laboratory: 9 contact hour(s) per week
144 - 162 contact hours per semester

Rationale: Department is creating a baking program. This course will be entered into the new program with modifications.

Equate: Course not offered at CHC.

Effective: Fall 2018

COURSE ID	COURSE TITLE
CULART 041	ADVANCED BAKING

Course ID: Desserts and Pastries

Units: 5.5

Rationale: Department is creating a baking program. This course will be entered into the new program with modifications.

Equate: Course not offered at CHC.

Effective: Fall 2018

COURSE ID	COURSE TITLE
ELECTR 250C	RADIO TRANSMITTERS, RECEIVERS AND ANTENNAS

Catalog Description: In this course, students explore topics of electronic communications, such as the electromagnetic frequency spectrum, frequency bands, analog and digital modulation, digital data, antennas, transmission lines and loads, government services and fiber optics. Exercises include diagramming modern transmitter and receiver components, plotting impedances, and making line and load conversions.

Schedule Description: In this course, students explore topics of electronic communications, such as the electromagnetic frequency spectrum, frequency bands, analog and digital modulation, digital data, antennas, transmission lines and loads, government services and fiber optics. Exercises include diagramming modern transmitter and receiver components, plotting impedances, and making line and load conversions.

Rationale: Content Review. Updating books.

Equate: Course not offered at CHC.

Effective: Fall 2018

COURSE ID	COURSE TITLE
FN 067	NUTRITION CARE INTERNSHIP

Course ID: FN 167

Units: 6

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

Prerequisite: CULART 225 and FN 162

Catalog Description:	This course is a clinical field experience in a dietary health care facility. The course includes nutrition evaluation, implementation of a care plan, nutrition care, dietetic education and facility organizational processes. (Formerly FN 067)
Schedule Description:	This course is a clinical field experience in a dietary health care facility. The course includes nutrition evaluation, implementation of a care plan, nutrition care, dietetic education and facility organizational processes. (Formerly FN 067)
Rationale:	The department had to rewrite the courses and update the curriculum so the State of California will approve the program.
Transferability:	Yes
Equate:	Course not offered at CHC.
Effective:	Fall 2018

COURSE ID	COURSE TITLE
FN 162	NUTRITION

Course Title:	Introduction to Food and Nutrition
Departmental Advisory:	MATH 095, ENGL 015 and CHEM 101
Rationale:	Updating Course Title.
Equate:	Course not offered at CHC.
Effective:	Fall 2018

COURSE DELETION

CHEM 010	CHEM 085
Rationale:	Courses are no longer offered.
Effective:	Fall 2017

NEW CERTIFICATE

Baking Certificate

The baking certificate will give students the fundamental knowledge and skills to prepare to be an accomplished professional in the baking and pastry arts. Students will create hearth and specialty breads, desserts, pastry, patisserie, and confections. Students will develop skills in menu development, communication, food safety, and cost control. They will also take courses in management, communication, and small business to gain entrepreneurial skills.

Required Courses:		Units
CULART 040	Introduction to Baking	3
CULART 041	Desserts and Pastries	5.5
CULART 042	Cake Decorating	3
CULART 043	Advanced Desserts and Pastry/Chocolate/Sugar	5.5
CULART 044	Introduction to Baking Skills, Ingredients, and Technology	3
CULART 101	Introduction to Hospitality and Customer Service	3
CULART 180	Small Business and Catering Management	5.5
CULART 201	Management of Human Resources in Hospitality	3
CULART 205	Principles of Design and Presentation	3
CULART 225	Sanitation and Safety	1
CULART 240	Procurement, Purchasing and Selection	3

CULART 275	Food, Beverage and Labor Cost Control	3
Total Units		41.5

Rationale: The enrollment projection for this project is 30 students per semester. There is a gap within the industry.

Effective: Fall 2018

NEW CERTIFICATE

Baking Business Certificate

This certificate will give students the fundamental knowledge and skills to become an accomplished professional in baking and pastry arts. Students will learn about menu development, communication, food safety, and cost control. Students will also learn about management, communication and small business to gain entrepreneurial skills.

Required Courses:		Units
CULART 040	Introduction to Baking	3
CULART 041	Desserts and Pastries	5.5
CULART 044	Introduction to Baking Skills, Ingredients, and Technology	3
CULART 101	Introduction to Hospitality and Customer Service	3
CULART 180	Small Business and Catering Management	5.5
CULART 225	Sanitation and Safety	1
CULART 240	Procurement, Purchasing and Selection	3
CULART 275	Food, Beverage and Labor Cost Control	3
Total Units		27

Rationale: The enrollment projection for this project is 30 students per semester. There is a gap within the industry.

Effective: Fall 2018

NEW CERTIFICATE

Diesel Engine and Fuel Injection Technology Certificate

The Diesel Engine and Fuel Injection Technology certificate offers students high technology training and skills that may be utilized for immediate employment after certification completion. Students will receive training in various subjects including repair, operation and maintenance of heavy-duty industrial diesel engines and computer controlled diesel engines. The certificate will also cover basic electrical theory, use of meters, test equipment, and wiring diagrams. The certificate also covers general troubleshooting and diagnostic testing. The certificate may also be used in preparation for the Automotive Service Excellence (ASE) National Test.

Required Courses:		Units
DIESEL 021	Heavy-Duty Diesel Engines	4
DIESEL 024	Advanced Heavy-Duty Diesel Engines	4
DIESEL 028	Heavy-Duty Truck Systems	4
DIESEL 034	Diesel Alternative Fuels	4
DIESEL 064	Auto/Truck Electrical Systems	4
Total Units		20

Rationale: The existing Heavy/Medium-Duty Certificate is a certificate that takes average of 2 years to complete. The Diesel Engine and Fuel Injection Technology Certificate could take average of 1 year to complete and be considered a stack able certificate toward the student achieving a Heavy/Medium Duty Diesel Truck Technology Certificate.

Effective: Fall 2018

NEW DEGREE

Professional Baking and Management A.A. Degree

Students who receive their degree in baking will gain the skills and knowledge to be an accomplished professional in the baking and pastry arts. Students will create hearth and specialty breads, desserts, pastry, patisserie, and confections. Students will learn about menu development, communication, food safety, and cost control. They will also take courses in management, communication and small business to gain entrepreneurial skills.

Required Courses:		Units
CULART 040	Introduction to Baking	3
CULART 041	Desserts and Pastries	5.5
CULART 042	Cake Decorating	3
CULART 043	Advanced Desserts and Pastry/Chocolate/Sugar	5.5
CULART 044	Introduction to Baking Skills, Ingredients, and Technology	3
CULART 101	Introduction to Hospitality and Customer Service	3
CULART 180	Small Business and Catering Management	5.5
CULART 201	Management of Human Resources in Hospitality	3
CULART 205	Principles of Design and Presentation	3
CULART 225	Sanitation and Safety	1
CULART 240	Procurement, Purchasing and Selection	3
CULART 275	Food, Beverage and Labor Cost Control	3
Total Units		41.5

Rationale: The enrollment projection for this project is 30 students per semester. There is a gap within the industry.

Effective: Fall 2018

MODIFY DEGREE

Automotive Technician A.S Degree

The Automotive Technology curriculum is designed to concentrate on technically related courses in the repair of today's high-tech computerized automobile. Upon completion of the program, the degree holder will be able to seek employment as an entry-level automobile repair technician in a dealership or the aftermarket service area, and can move into advanced automotive opportunities such as service advising and manufacturer corporate positions. The program is part of the National Automotive Technician Education Foundation (NATEF) division of Automotive Service Excellence (ASE) certified.

REQUIRED COURSES:		Units
AUTO 050	Automotive Brakes	4

AUTO 052	Automotive Suspension and Steering	4
AUTO 056	Automotive Heating and Air Conditioning	4
AUTO 064	Auto/Truck Electrical Systems	4
	or	
DIESEL 064	Auto/Truck Electrical Systems	4
AUTO 065	Electrical Systems Diagnosis and Repair	5
AUTO 068	Engine Performance - Ignition Systems	5
AUTO 069	Engine Performance - Fuel and Exhaust Systems	5
AUTO 075	Automatic Transmissions Rear Wheel Drive	4
	or	
AUTO 076	Automatic Transaxles Front Wheel Drive	4
AUTO 077	Manual Transmissions and Transaxles	4
AUTO 084	General Automotive Technology	4
AUTO 090	Engine Repair	6
Total Units		49

Rationale: Updating to remove AUTO 063, which is no longer offered.

Effective: Fall 2017

MODIFY DEGREE

Chemistry A.S. Degree

Students planning to transfer to a four-year institution and major in chemistry or biochemistry should consult with a counselor regarding the transfer process and lower division requirements because additional courses may be required at some institutions.

To graduate with a specialization in Chemistry, students must complete the following required courses plus the general breadth requirements for the Associate's Degree. The A.S. in Chemistry is designed to prepare students who wish to pursue a Bachelor's Degree from a four-year institution. At the four-year institution, students may choose to specialize in one particular aspect of chemistry, such as Environmental Chemistry, Organic Chemistry, Atmospheric Chemistry, or Physical Chemistry.

REQUIRED COURSES:		Units
CHEM 150	General Chemistry I	5
	or	
CHEM 150H	General Chemistry I - Honors	5
CHEM 151	General Chemistry II	5
	or	
CHEM 151H	General Chemistry II - Honors	5
CHEM 212	Organic Chemistry I	4
	or	
CHEM 212H	Organic Chemistry I - Honors	4
CHEM 213	Organic Chemistry II	4
	or	
CHEM 213H	Organic Chemistry II - Honors	4

MATH 250	Single Variable Calculus I	4
MATH 251	Single Variable Calculus II	4

***RECOMMENDED COURSES:**

PHYSIC 200	Physics I	6
	or	
PHYSIC 150A	General Physics for the Life Sciences I	5
PHYSIC 201	Physics II	6
	or	
PHYSIC 150B	General Physics for the Life Sciences II	5
CHEM 205	Quantitative Chemical Analysis	5
Total Units		26

**These courses are typically prerequisites for third year chemistry majors. Students are encouraged to complete the recommended courses to prevent the postponement of continued coursework in this major.*

Rationale: Content Review.
Effective: Fall 2017

CORRECTION

Corrections may be necessary based off of feedback from the State Chancellor's Office and/or the ACCJC

The January 2017 Board Document contained the following errors:

Course ID: WST 629
Lecture: 8 contact hour(s) per week
Correction: 8 contact hour(s) per semester

FOOD PREPARATION CERTIFICATE

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

REQUIRED COURSES:

		Units
CULART 010	Restaurant Service and Catering I	5.5
CULART 011	Restaurant Service and Catering II	5.5
CULART 101	Introduction to Hospitality and Customer Service	3
CULART 160	Introduction to Foods	3
CULART 161	Quantity Food Preparation	3
CULART 180	Small Business and Catering Management	5.5
CULART 225	Sanitation and Safety	1
CULART 240	Procurement, Purchasing and Selection	3
CULART 250	Food, Wine and Beverage Service Concepts	3

Total Units	32.5
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Correction: The Culinary Arts department launched the Small Business and Catering Management course using two Course ID's (CULART 270 and 180). The department has decided to use the

CULART 180 version. This certificate is being revised to remove CULART 270 to replace with CULART 180.

Effective: Fall 2018

The March 2017 Board Document contained the following errors:

Kinesiology AA Degree

The A.A. in Kinesiology is designed to be used as a terminal A.A. Degree for those who wish to obtain their degree and immediately enter the workforce as a teacher, coach or another Kinesiology profession. In addition, this degree can be used to prepare students who wish to pursue a Bachelor's Degree from a four-year institution. At the four-year institution, students may choose to specialize in one particular aspect of Kinesiology, such as Adapted Physical Education, Athletic Training, Coaching, Fitness, Exercise Science, Physical Therapy or Teaching. Students planning to transfer to a four-year institution and major in Kinesiology should consult with a counselor regarding the transfer process and lower division requirements because additional courses may be required at some institutions. Completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU is required in addition to the major requirements listed below:

REQUIRED COURSES: (17 Units)		Units
BIOL 250	Human Anatomy and Physiology I	4
	and	
BIOL 251	Human Anatomy and Physiology II	4
	or	
BIOL 260	Human Anatomy	4
	and	
BIOL 261	Human Physiology	4
HEALTH 101	Health Education	3
KIN 200	Introduction to Physical Education and Kinesiology	3
PSYCH 100	General Psychology	3
	or	
PSYCH 100H	General Psychology - Honors	3
CHOOSE ONE OF THE FOLLOWING KINESIOLOGY FITNESS COURSES: (1 Unit Minimum)		Units
KINF 101A	Boxing for Fitness	1
KINF 101B	Intermediate Boxing for Fitness	1
KINF 101C	Advanced Boxing for Fitness	1
KINF 105A	Beginning Low Impact Aerobics	1
KINF 105B	Intermediate Low Impact Aerobics	1
KINF 105C	Advanced Low Impact Aerobics	1
KINF 108A	Beginning Weight Training	1
KINF 108B	Intermediate Weight Training	1
KINF 108C	Advanced Weight Training	1
KINF 112A	Beginning Body Conditioning	1
KINF 112B	Intermediate Body Conditioning	1
KINF 112C	Advanced Body Conditioning	1
KINF 127A	Beginning Walking for Fitness	1
KINF 127B	Intermediate Walking for Fitness	1

KINF 127C	Advanced Walking for Fitness	1
KINF 132A	Beginning Distance Running	1
KINF 132B	Intermediate Distance Running	1
KINF 132C	Advanced Distance Running	1
KINF 138A	Beginning Physical Fitness	1
KINF 138B	Intermediate Physical Fitness	1
KINF 138C	Advanced Physical Fitness	1
KINF 142A	Beginning Conditioning for Sports	1
KINF 142B	Intermediate Conditioning for Sports	1
KINF 142C	Advanced Conditioning for Sports	1
KINF 168A	Beginning Yoga	1
KINF 168B	Intermediate Yoga	1
KINF 168C	Advanced Yoga	1
KINF 190A	Beginning Tai Chi	1
KINF 190B	Intermediate Tai Chi	1
KINF 190C	Advanced Tai Chi	1

CHOOSE ONE OF THE FOLLOWING KINESIOLOGY SPORTS OR ATHLETIC COURSES:		Units
KINS 100A	Beginning Baseball	1
KINS 100B	Intermediate Baseball	1
KINS 100C	Advanced Baseball	1
KINS 103A	Beginning Badminton	1
KINS 103B	Intermediate Badminton	1
KINS 103C	Advanced Badminton	1
KINS 104A	Beginning Basketball	1
KINS 104B	Intermediate Basketball	1
KINS 104C	Advanced Basketball	1
KINS 108A	Beginning Football	1
KINS 108B	Intermediate Football	1
KINS 108C	Advanced Football	1
KINS 112A	Beginning Indoor Soccer	1
KINS 112B	Intermediate Indoor Soccer	1
KINS 112C	Advanced Indoor Soccer	1
KINS 116A	Beginning Soccer	1
KINS 116B	Intermediate Soccer	1
KINS 116C	Advanced Soccer	1
KINS 120A	Beginning Softball	1
KINS 120B	Intermediate Softball	1
KINS 120C	Advanced Softball	1
KINS 124A	Beginning Volleyball	1
KINS 124B	Intermediate Volleyball	1
KINS 124C	Advanced Volleyball	1
KINX 110Ax3	Intercollegiate Cross Country - Men	3

KINX 110Bx3	Intercollegiate Cross Country - Men Pre-Season Athletics	1
KINX 110Cx3	Intercollegiate Cross Country - Men Off-Season Athletics	2
KINX 111Ax3	Intercollegiate Cross Country - Women	3
KINX 111Bx3	Intercollegiate Cross Country Women Pre-Season Athletics	1
KINX 111Cx3	Intercollegiate Cross Country - Women Off-Season Athletics	2
KINX 112Ax3	Intercollegiate Football - Offense	3
KINX 112Bx3	Intercollegiate Football - Offense Pre-Season Athletics	1
KINX 112Cx3	Intercollegiate Football - Offense Off-Season Athletics	2
KINX 113Ax3	Intercollegiate Football - Defense	3
KINX 113Bx3	Intercollegiate Football - Defense Pre-Season Athletics	1
KINX 113Cx3	Intercollegiate Football - Defense Off-Season Athletics	2
KINX 114Ax3	Intercollegiate Soccer - Men	3
KINX 114Bx3	Intercollegiate Soccer - Men Pre-Season Athletics	1
KINX 114Cx3	Intercollegiate Soccer - Men Off-Season Athletics	2
KINX 115Ax3	Intercollegiate Soccer - Women	3
KINX 115Bx3	Intercollegiate Soccer - Women Pre-Season Athletics	1
KINX 115Cx3	Intercollegiate Soccer - Women Off-Season Athletics	2
KINX 116Ax3	Intercollegiate Volleyball - Women	3
KINX 116Bx3	Intercollegiate Volleyball - Women Pre-Season Athletics	1
KINX 116Cx3	Intercollegiate Volleyball - Women Off-Season Athletics	2
KINX 120Ax3	Intercollegiate Basketball - Men, Fall	1.5
KINX 120Bx3	Intercollegiate Basketball - Men, Spring	1.5
KINX 120Cx3	Intercollegiate Basketball - Men Pre-Season Athletics	1.5 - 2
KINX 121Ax3	Intercollegiate Basketball - Women, Fall	1.5
KINX 121Bx3	Intercollegiate Basketball - Women, Spring	1.5
KINX 121Cx3	Intercollegiate Basketball - Women Pre-Season Athletics	1.5 - 2
KINX 130Ax3	Intercollegiate Baseball	3
KINX 130Bx3	Intercollegiate Baseball Pre-Season Athletics	2
KINX 130Cx3	Intercollegiate Baseball Off-Season Athletics	1
KINX 131Ax3	Intercollegiate Softball	3
KINX 131Bx3	Intercollegiate Softball Pre-Season Athletics	2
KINX 131Cx3	Intercollegiate Softball Off-Season Athletics	1
KINX 132Ax3	Intercollegiate Track and Field - Men	3
KINX 132Bx3	Intercollegiate Track and Field - Men Pre-Season Athletics	2
KINX 132Cx3	Intercollegiate Track and Field - Men Off-Season Athletics	1
KINX 133Ax3	Intercollegiate Track and Field - Women	3
KINX 133Bx3	Intercollegiate Track and Field - Women Pre-Season Athletics	2
KINX 133Cx3	Intercollegiate Track and Field - Women Off-Season Athletics	1
ELECTIVES: SELECT TWO COURSES		Units
CHEM 101	Introductory Chemistry	4
FN 162	Introduction to Food and Nutrition	3
KIN 201	Mental Skills for Sport Performance	3

KIN 202	History of Physical Education and Sport in the United States	3
KIN 203	Theory of Coaching	3
KIN 231	First Aid and CPR	3
KIN 232	Prevention and Care of Athletic Injuries	3
KIN 236	Stress Management and Wellness	3

Total Units **25 - 28**

NOTE: Chemistry 101 is a required prerequisite for Biology 250, 251 and 261

Correction: Updating FN 162 Course Title from Nutrition to Introduction to Food and Nutrition.

Effective: Fall 2018

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Wei Zhou, President, CHC
PREPARED BY: Kathy Bakhit, Interim Vice President of Instruction, CHC
DATE: May 11, 2017
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
May 11, 2017

COURSE MODIFICATIONS

COURSE ID	COURSE TITLE
BUSAD 053	Business Computations

CATALOG DESCRIPTION: The course includes a review of arithmetic and covers operations with signed numbers, single variable equations, ratios, proportions, percents, markups, payroll discounts, annuities, mortgages, simple and compound interest as they relate to business needs.

SCHEDULE DESCRIPTION: The course includes a review of arithmetic and covers operations with signed numbers, single variable equations, ratios, proportions, percents, markups, payroll discounts, annuities, mortgages, simple and compound interest as they relate to business needs.

Equate: BUSAD 050 at SBVC

Effective: Fall 2018

Rationale: Six-year revision

COURSE ID	COURSE TITLE
EMS 030	Emergency Department Technician

COREQUISITE: None

Equate: Course does not equate with SBVC. Course is not offered at SBVC.

Effective: Fall 2017

Rationale: Cleanup - FIRET 903 was deleted by the Board on April 14, 2005 and removed as a corequisite of EMS 030 on the course outline of record. However, FIRET 903 was never removed as a corequisite of EMS 030 in Colleague and the college catalog.

COURSE ID	COURSE TITLE
HIT 101	Medical Terminology

Equate: CIT 144 at SBVC

Effective: Fall 2018

Rationale: Six-year revision; adding Distance Education component

COURSE ID	COURSE TITLE
LRC 900X8	Supervised Tutoring

COURSE ID: LRC 900

CATALOG DESCRIPTION: Provides academic support services to students enabling them to succeed in various content area classes, such as English, math, science and foreign language, and vocational courses. Activities may include supervised individual or group tutorial services, computer assisted instruction, video viewing and testing to augment direct instruction and to facilitate student learning. Designed to meet the needs of students from various educational preparations, ethnic backgrounds, cultures, and socioeconomic levels. Graded on a Pass or No Pass basis only.

SCHEDULE DESCRIPTION: Provides academic support services to students enabling them to succeed in various content area classes.

Curriculum Meeting: 04-10-17

Conjoint Meeting: 04-24-17

Board of Trustees Meeting: 05/11/17

2 of 4

Equate: Course does not equate with SBVC. Course is not offered at SBVC.
Effective: **Fall 2018**
Rationale: The "X8" is being removed from the Course ID to allow students to take this course multiple times.

COURSE ID	COURSE TITLE
PHIL 101H	Introduction to Philosophy - Honors

CATALOG DESCRIPTION: Course is an introduction to the major ideas, methods and problems in philosophy, with attention directed to classical, modern and contemporary philosophy as a basis for discussing issues related to knowledge, reality, ethics, religion and political theory. This course includes content and experiences appropriate for students wishing to earn honors credit.

SCHEDULE DESCRIPTION: Course is an introduction to the major ideas, methods and problems in philosophy, with attention directed to classical, modern and contemporary philosophy as a basis for discussing issues related to knowledge, reality, ethics, religion and political theory. This course includes content and experiences appropriate for students wishing to earn honors credit.

Equate: Course does not equate with SBVC. Course is not offered at SBVC.
Effective: **Fall 2017**
Rationale: To meet C-ID Descriptor Requirements. PHIL 101 was board approved on January 19, 2017.

DISTRIBUTED EDUCATION

COURSE ID	DISTRIBUTED EDUCATION FORMAT
HIT 101	Hybrid and 100% Online

Effective: **Fall 2018**
Rationale: To increase Distributed Education offerings

PROGRAM MODIFICATION

PROGRAMMING CERTIFICATE Certificate of Achievement

The objective of this certificate is to provide students with the knowledge and skills necessary for employment in entry-level positions in the field of computer programming or to continue to pursue a four-year degree in Computer Information Systems or Computer Science. The Programming Certificate indicates the student has acquired knowledge of computer programming including basic language structures, syntax, debugging, and application development.

REQUIRED COURSES:		UNITS
CIS 114	C++ Programming I	(3.00)
OR		
CSCI 110	Introduction to Computer Science I	(3.00)
CIS 116	C++ Programming II	(3.00)
OR		
CSCI 120	Introduction to Computer Science II	(3.00)

Students must complete at least nine additional units from the following:

		UNITS
CIS 095	Employability Skills for Technical Careers	2.00
CIS 104	Object Oriented Programming with Visual Basic	3.00
CIS 105	Database Concepts and Design	3.00
CIS 111	Web Page Programming and Design	3.00
CIS 113	Java Programming	3.00
CIS 117	Scripting	3.00
CIS 121	Android Application Development	3.00
CIS 125	Introduction to C#.NET Programming	3.00
CIS 190D	Software Development Internship	1.00 – 3.00
MATH 102	College Algebra	4.00
TOTAL UNITS:		15.00 – 16.00

Effective: Fall 2017

Rationale: The certificate is being modified to reduce the amount of units. CIS 095 is being removed as a required course and added as an elective.

COURSE DELETIONS

COURSE ID	COURSE TITLE
MATH 095A	Intermediate Algebra Part A
MATH 095B	Intermediate Algebra Part B
MATH 095C	Intermediate Algebra Part C

Effective: Fall 2017

Rationale: By dividing the course into Part A, B, and C, it was harder for students to pass the course than if they would have taken MATH 095.

CORRECTIONS

The November 10, 2016 Board Document

ASSOCIATE OF SCIENCE DEGREE HEALTH SCIENCES

The Associate of **Science** degree in Health Sciences allows students to explore many aspects of science and health-related issues. This degree prepares students for health care professional programs including nursing, dental hygiene and other health professional programs. To complete the requirements for the Associate of **Science** degree, a student must: Complete the requirements for an associate degree (see requirements 1 through **6** in college catalog). Complete a minimum of eighteen (18) units with a "C" or better in each course in the following multidisciplinary program. Complete elective units to meet the minimum 60 units required for the associate degree.

Effective: Fall 2017

Rationale: The degree is being corrected to reflect the highlighted changes.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Wei Zhou, President, CHC

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

DATE: May 11, 2017

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

RECOMMENDATION

It is recommended that the Board of Trustees approve champagne to be served at a campus event: President's Circle Preview Party of the new Crafton Center Building, June 15, 2017.

OVERVIEW

In the planning of an upcoming event, it has been decided that champagne will be served on campus at this event.

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: Wei Zhou, President, CHC

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

DATE: May 11, 2017

SUBJECT: Consideration of Approval to Serve Wine/Champagne at Campus Event – Scholarship Donor Appreciation Mixer at Crafton Hills College

RECOMMENDATION

It is recommended that the Board of Trustees approve wine/champagne to be served at a campus event, for our scholarship donors at an appreciation mixer to take place before the Scholars Convocation at Crafton Hills College on Friday, May 19th from 4:30pm – 6:00pm.

OVERVIEW

In the planning of this donor appreciation event, it has been decided that wine and champagne will be served on campus at this event.

ANALYSIS

Per Board Policy 3560 and in accordance with California law, the Scholarship Donor mixer 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 not sold 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: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Amalia Perez, Director, Human Resources

DATE: May 11, 2017

SUBJECT: Consideration of Acceptance of Employee Retirement

RECOMMENDATION

It is recommended that the Board of Trustees accept the retirement of Gary Reese, June Yamamoto and Lisa Shimeld.

OVERVIEW

Gary Reese, Instructor, EMS, CHC, retiring effective June 10, 2017, after 15 years of service. Last day of employment is June 9, 2017.

June Yamamoto, Division Dean, CTE, CHC, retiring effective June 30, 2017, after 28 years and 7 months of service. Last day of employment is June 30, 2017.

Lisa Shimeld, Instructor, Microbiology, CHC, retiring effective May 31, 2017, after 29 years and 6 months of service. Last day of employment is May 31, 2017.

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: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Dr. Wei Zhou, President, CHC
Diana Rodriguez, President, SBVC

DATE: May 11, 2017

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 2016-2017 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 2016-2017 academic year. All requirements for employment processing have been completed and Human Resources has cleared the individual(s) for employment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2016-2017 budget.

Adjunct & Substitute Academic Employees
May 11, 2017

Crafton Hills College

Spring 2017

NAME

DISCIPLINE

Bourbeau, Ronald	Business/Vocational Education Non-Credit
Driscoll, Ashley	Business/Vocational Education Non-Credit
Fahima, Sadiq	Mathematics/Vocational Education Non-Credit
Ferrari, Edward	English Non-Credit
Fowler, Janice	Business/Vocational Education Non-Credit
Gimple, Tina	Business/Vocational Education Non-Credit
Harper, Lisa	Business/Vocational Education Non-Credit
Harrison, Melanie	Business/Vocational Education Non-Credit
Jackson, Davil	Business/Vocational Education Non-Credit
Lee, Amy	English/ESL/Vocational Education Non-Credit
Machado, Benito	Business/Vocational Education Non-Credit
Martin, Gregory	Business/Vocational Education Non-Credit
Matterer, William	Business/Vocational Education Non-Credit
McCutcheon, Maria	Business/Vocational Education Non-Credit
Pierce, Leah	Mathematics/Vocational Education Non-Credit
Adams, Matthew	Astronomy
Alatorre, Guadalupe	Communication Studies

Summer 2017

Alvarenga-Canela, Nancy	Counselor
Alvarez, Richard	Counselor, High School Dual Enrollment
Andrade, Myra	Counselor, STEM
Armstrong, Jacob	Sociology
Arnold, Shimeka	Counselor
Arvsio, Debra	Counselor
Atkinson, Anne	Health
Avery, George	Emergency Medical Services
Aycock, Larry	College Life
Bailey, Antoinette	Counselor
Barrie, Trinette	Counselor, College Life
Bartlett, Ryan	English
Bedoya, Rosemary	Counselor, College Life
Begley, David	Mathematics
Bell, Eva Marie	College Life
Bell, Jacqueline	Tutoring Center
Bell, Reynaldo	Respiratory Care
Bernardo, Yecica	Counselor
Bhavailai, Linda	Counselor
Blanco, Glenn	Anatomy
Block, Michael	Counselor
Boebinger, Kelly H.	Chemistry
Bogh, Debbie	Counselor, College Life
Bonilla, Joshua	Counselor
Bourbeau, Ronald	Business/Vocational Education Non-Credit

Brink, T. L.
 Brookins, Cedrick
 Bryant, Tom
 Burch, Cassandra
 Burkhart, Angelina
 Callahan, Kenyon
 Cardenas-Dow, Melissa
 Cervantez, Jeffrey
 Chairez, Octavio
 Chavira, Rejoice
 Choi, Jennifer
 Ciuilillo, Alyssa
 Clarke, Sally
 Cochrane-McClurkin, C.R.
 Colvey, Kirsten
 Contreras, Lisa
 Corrales, Athena
 Crews, Carly
 Cummings, Lou'Rie
 Curry, Victoria
 Cutkomp, Jeff
 Davis, Mia
 Davis, Shanell
 de Leon, Jairo
 DelMonico, Shana
 Demetro, Marcy
 Dial, Troy
 Diaz-Nunez, Maria
 Douthit, Milly

Driscoll, Ashley
 Duarte, Elizabeth
 Elali, Fatima
 Erikson, Natalie
 Fahima, Sadiq
 Fernandez, April
 Ferrari, Edward
 Fiallo, Carolina
 Fowler, Janice
 Franklin, Kimberly
 Fry, Maureen

Fyfe, Brooke
 Gamboa, Benjamin
 Garcia, Armando
 Garcia, Claudia
 Garcia, Maria
 Garcia, Richard
 Gardner, Gerry G.
 George, Kenneth
 Gergis, Nader
 Gimple, Tina
 Gist, John
 Goliff, Wendy

Philosophy
 Counselor
 Theatre Arts
 Counselor
 Communication Studies
 Political Science
 Librarian
 Philosophy
 Mathematics
 Counselor, College Life
 Counselor
 Counselor
 Allied Health
 Allied Health
 Counselor, College Life
 Counselor
 Counselor
 Emergency Medical Services
 Counselor, College Life
 Counselor, College Life
 Counselor
 Counselor
 Counselor
 Counselor
 Counselor, High School Dual Enrollment
 Counselor
 Counselor, College Life
 Counselor
 Counselor, College Life, Learning Disabilities, Learning
 Resources Center
 Business/Vocational Education Non-Credit
 Counselor
 Counselor
 Counselor
 Mathematics/Vocational Education Non-Credit
 Counselor
 English Non-Credit
 Spanish
 Business/Vocational Education Non-Credit
 Librarian
 Counselor, College Life, Learning Disabilities, Learning
 Resources Center
 Counselor, College Life
 Economics
 Counselor
 Counselor, College Life
 College Nurse
 Counselor
 Fire Technology
 Business Administration
 Art
 Business/Vocational Education Non-Credit
 Counselor, College Life
 Chemistry

Gomez, Elitania
 Gomez, Ellie
 Gonzales, Robin F.
 Gonzalez, Veronica
 Grabow, James
 Grigsby, Michael
 Hadden, Jay
 Harper, Lisa
 Harrington, Judith
 Harris, Kashaundra
 Harrison, Melanie
 Hawkins, Judy
 Hayes, Chauncey
 Henderson, Larann
 Heredia, Evelyn
 Hicks, Ashley
 Hicks, TaMarra
 Hidalgo, Joshua
 Hoehn, Marisela
 Hogrefe, Richard
 Howard, Kristy
 Hunter-Southern, Cherisse
 ILori, Adekunie
 Inglis, Donna
 Ishihara, Annie
 Jacinto, Christopher
 Jackson, Davil
 Jefferson, Sherece
 Jones, Hannah
 Juan, Shirley
 Juarez, Jesse
 Keys, Scott
 Lacson, Ron
 LaPointe, Stacey
 Langdon, Henriette
 Ledoux, Janine
 Lee, Amy
 Lee, Chanel
 Levyssohn, John
 Linfield, Leon
 Lloyd, Courtney
 Lomeli, Ozzie
 London, Laneay
 MacArthur, Carl
 Machado, Benito
 Madrid, Frank
 Madrid, Hanna
 Mamora, Karina
 Maness, Christopher
 Mann, Laurie

 Mann, Sean
 Mansourian, Farhad
 Manzanilla Renteria, Elicinda

Counselor, College Life
 Counselor, Transfer Center
 Counselor, High School Dual Enrollment
 Counselor
 Counselor, College Life, Work Experience
 Mathematics
 Anthropology
 Business/Vocational Education Non-Credit
 Counselor, College Life
 Counselor, College Life
 Business/Vocational Education Non-Credit
 English/Vocational Education Non-Credit
 Kinesiology-Fitness Activities
 Counselor
 Counselor
 Respiratory Care
 Counselor
 Mathematics
 Counselor, College Life
 Communication Studies
 Biology
 Counselor
 Counselor
 Counselor
 Counselor
 Mathematics
 Business/Vocational Education Non-Credit
 Counselor
 Counselor
 Mathematics
 Counselor
 History
 Tutoring Center
 English/Vocational Education Non-Credit
 Counselor
 Kinesiology
 English/ESL/Vocational Education Non-Credit
 Counselor
 Counselor
 English/ESL/Vocational Education Non-Credit
 American Sign Language
 Counselor
 Counselor
 Counselor
 Business/Vocational Education Non-Credit
 Computer Information Systems
 Counselor
 English, English Non-Credit
 Physics
 Counselor, College Life, Learning Disabilities,
 Learning Resources Center
 Counselor
 Economics
 Counselor, College Life

Markin, Christopher
 Marrujo, Monique
 Martin, Gregory
 Martin, Lisa
 Matterer, William
 McAtee, Robert
 McConnell, Mark
 McCracken, Kristen
 McCutcheon, Maria
 McKee, Julie
 McKee, Katie
 McLaren, Meridyth
 Menchaca, Patricia
 Menzel, Joe Marie
 Miller, Kimberly
 Minter, Kristin
 Mizutani, Mari
 Moreno, Mariana
 Morrow, Erin
 Mott, Justin
 Myers Hyatt, Diana
 Natividad, Beverly
 Nguyen, ThuVan
 O'Shaughnessy, Vonda

 Ogden, John
 Papadakis, Christina
 Peck, Jacob
 Pettaway-Jordan, Ali-Shah
 Petrovic, Snezana
 Pfahler, Diane
 Pierce, Leah
 Pierce, Mary
 Pritchard, Bekki
 Quach, Patricia
 Quintanar, Brittnee
 Rabago, Ralph
 Ramirez, Stephen
 Regalado, Sean
 Reid, Shirley
 Reyes, Oscar
 Rigas Mulcahy, Christina
 Rivera, Ernesto
 Robles, Irene
 Roche, Joshua
 Rojas, Daniel
 Ross, Laura
 Rothe, Yvette
 Ruiz, Sandra
 Sadiq, Fahima
 Salvi, Lisa
 Salyer, Kimberly
 Samadani, Nick
 Sandgrem Wilson, Debra

Counselor
 College Life
 Business/Vocational Education Non-Credit
 Counselor, College Life
 Business/Vocational Education Non-Credit
 Counselor, College Life
 Music
 Counselor
 Business/Vocational Education Non-Credit
 Sociology
 Counselor, High School Dual Enrollment
 Child Development
 Environmental Science
 Counselor
 Mathematics/Vocational Education Non-Credit
 Health
 Music
 Counselor, College Life
 Librarian
 English/Vocational Education Non-Credit
 Librarian
 Communication Studies
 Developmental Studies Specialist, Tutoring Center
 Communication Studies, Counselor, College Life,
 Learning Disabilities, Learning Resources Center
 Kinesiology-Sport and Skill Ac
 Counselor
 Counselor
 Counselor
 Art
 Psychology
 Mathematics/Vocational Education Non-Credit
 Counselor
 Sociology
 Learning Resources
 Counselor, College Life
 Kinesiology
 Mathematics
 Art
 Mathematics
 Counselor
 Counselor
 Counselor, STEM
 American Sign Language
 Mathematics
 Respiratory Care
 Counselor
 English/ESL/Vocational Education Non-Credit
 Computer Information Systems
 Mathematics
 Anthropology
 Communication Studies
 Anatomy
 Counselor, College Life

Sandoval Oyas, Charles
 Savoy, Kareem
 Schoenfeld, Racquel
 Schreckengost, Jess
 Scott, Brad
 Scott, Shella
 Scott, Trish
 Scrimshaw, Emily
 Serrano, Thomas
 Sheahan, Michael
 Shedd, Dana
 Sheeran, Sara
 Shum, Cindy
 Sibley, Pam
 Sidhom, Patricia
 Simmers, Jennifer
 Singh, Sujendra
 Spencer, Emily
 Stephens, Samantha
 Sternard, Evan
 Stupin, Mary
 Swanson, Justin
 Ta, Canh
 Thornton, Carla
 Tilman, Susan
 Tinoco, Michelle
 Truong, Sam
 Turner, Austen
 Urbanovich, James
 Vasquez, Violeta
 Walsh, Sherry
 Washburn, Ben
 Weiler, Lindsay
 Whitfield, Isaiah
 Whitmore, Yarick
 Williams, Chris
 Williams, Gary
 Williams, Michelle
 Williams, Twanna
 Willis, Ashley
 Woodcock, Alexandria
 Xayaphanthong, Soutsakhone
 Zuno-Eadie, Liana

Counselor
 Counselor
 Counselor, College Life
 Counselor
 Counselor, High School Dual Enrollment
 Counselor, College Life
 Counselor, High School Dual Enrollment
 English, English Non-Credit
 Respiratory Care
 Respiratory Care
 Tutoring Center
 Counselor
 Counselor, College Life
 Counselor, High School Dual Enrollment
 Counselor
 Sociology
 Business Administration, Business Administration Non-Credit
 Chemistry
 Counselor
 Counselor, College Life
 Music
 Kinesiology-Fitness Activities
 Anatomy
 Counselor, College Life
 Counselor, College Life
 Counselor, College Life
 Anatomy
 Anatomy
 Communication Studies
 Counselor, College Life
 Counselor, High School Dual Enrollment
 Counselor, College Life
 History
 Counselor
 Counselor
 Counselor
 College Life, Psychology
 Counselor
 Counselor
 Counselor
 Librarian
 Counselor, College Life
 Counselor

San Bernardino Valley College

NAME

Ababat, Anthony
 Abrams, Eric
 Adamiak, Ann
 Adams, Kathryn
 Adler, Dawn

DISCIPLINE

Electricity/Electronics
 Kinesiology
 Modern Languages
 Child Development
 Health Education

Aguilar, Jairo
 Al-Husseini, Maha
 Alblinger, Diana
 Alexander, Horace
 Allen, Tammy
 Alvarez, Vicente
 Anemelu, Victoria
 Ariza, Ernest
 Ask, Ladan
 Assumma, Michael
 Avelar, Amy
 Awunganyi, John
 Bachman, Bruce
 Bahk, Sarah
 Banola, Erwin
 Barnett, Kellie
 Batalo, Manuela
 Beebe, Yvonne
 Berry, Thomas W.
 Beuche, William
 Blackman, Sandra
 Blacksher, Anthony
 Blalock, Ashley
 Blanquet, Rebeca
 Boccumini, Paul
 Bond, Lauren
 Bond, Matthew
 Brewer, Quincy
 Briggs, Stephanie
 Brown, Joshua
 Burnham, Lorrie A.
 Burns-Peters, Davena
 Calderon, Colleen
 Caldwell-Betties, Melita
 Carreon-Bailey, Rebecca
 Castro, Anthony
 Charcas-Salazar, Rosalinda
 Charles, Rawlston
 Che, Yon
 Cheney, Gina
 Chitrathorn, Puttachart
 Cooper, Brian
 Copeland, Mary
 Courts, Janet M.
 Craft, Evan
 Cretu, Camelia
 Cuevas, Dion
 Dang, Caonguyen
 Day, Ben
 Demsky, Jeffrey
 Diehl-Hope, Saovaros
 Dormady, Kelly
 Downey, Jennifer
 Doyle, Alicia

Mathematics
 Computer Information Technology
 Communication Studies
 English
 Reading & Study Skills
 Mathematics
 Mathematics
 Water Supply Technology
 Political Science
 Business Administration
 Chemistry
 Mathematics
 Art
 Mathematics
 Kinesiology
 Child Development
 Art
 Mathematics
 Communication Studies
 Music
 History
 Sociology
 Art
 Mathematics
 Psychology
 English
 English
 Health Education
 Mathematics
 Kinesiology
 Biology
 Modern Languages
 History
 Water Supply Technology
 Child Development
 Mathematics
 Modern Languages
 Kinesiology
 Modern Languages
 Mathematics
 Nursing
 Art
 English
 Accounting
 Chemistry
 Mathematics
 Art
 Mathematics
 Business Administration
 History
 Child Development
 History
 Psychology
 Chemistry

Dubois-Eastman, Kim
 Dulgeroff, James E.
 Duong, Phuoc
 Edwards, Julie G.
 Etherton, Debra
 Evans, Jonathan
 Escobar, Ronald
 Fell, Devon
 Ferri-Milligan, Paula
 Fogle Oliver, Melinda
 Ford, Jacquelyn
 Fossum, Louis
 Fozouni, Daihim
 Free, Sheela
 Frias, Mayra
 Gelenchi, Fantahun
 Gergis, Nader
 Gibbons, Ann F.
 Gilbert, Jeremiah
 Gomez, Edward
 Green, Kenneth
 Hall, Guillermina
 Hauge, Kristin
 Hayes, Shonia
 Hector, Leticia
 Heibel, Todd
 Henkle, Lisa
 Hernandez, Roy
 Hoang, Dung
 Hoelle, Janet Nicole
 Holder, Patricia
 Hungate, Adam
 Israeil, Abeir
 Iyengar, Melissa
 Jacobo, Magdalena
 Jacques, Paul
 Jakpor, Riase
 Jefferson, Kimberly
 Jenkins, Theodore
 Jennings, Amy
 Johnson, Steven
 Jones, Edward
 Jorgensen, Judy
 Joshua, Judith
 Kanawati, Moustafa
 Kawa, Karlie
 Keithly, Dana
 Kelly, Charles
 Kim, Edward
 Kimbrough, Pamela
 King, Melissa
 Klingstrand, Marianne
 Knight, Denise
 Koda, Ashley

Nursing
 Economics
 Anthropology
 Music
 Psychiatric Technology
 Theater Arts
 Accounting
 Psychology
 English
 Theater Arts
 Reading and Study Skills
 Theater Arts
 English
 English
 English
 Mathematics
 Art
 Mathematics
 Mathematics
 History
 Administration of Justice
 Corrections
 Kinesiology
 Chemistry
 Communication Studies
 Geography
 Political Science
 Chemistry
 Mathematics
 English
 Kinesiology
 History
 Mathematics
 Biology
 Reading & Study Skills
 Theater Arts
 Political Science
 Reading & Study Skills
 Mathematics
 Psychology
 Chemistry
 English
 Architecture & Environmental Design
 English
 Mathematics
 Art
 Anthropology
 Vocational Education
 Mathematics
 Chemistry
 Anthropology
 Psychiatric Technology
 Child Development
 Sociology

Lamore, Joel	English
Lavruk, Alexander	Music
Lawler, Kenneth	Kinesiology
Lawton, Phillip	Heating/Ventilation/Air Conditioning
Le, Tom	Mathematics
Leatham, Wallace	Geology
Lee, Chongui Keith	Mathematics
Levine, Michael	Economics
Liscum, Huong	Mathematics
Litel, Gerald S.	Accounting
Loera, Manuel M.	Automotive
Lopez, Alma	English
Lopez, Leonard	Philosophy/Religious Studies
Lucier, Bradley	History
Lyons, Kevin E.	Radio, Television & Film
Lysak, Michael J.	Physics/Astronomy
Marquis, Matt	Modern Languages
Marrs, Tracy	Reading & Study Skills
Martin, Micah	Modern Languages
Matin, Mohammed	Mathematics
Mattson, Susan	Communication Studies
Maurizi, Tamara	Nursing
Mayne, Michael	Mathematics
McKeen, Wendy	Chemistry
McLoughlin, Kerry	Sociology
Medina, William	History
Melancon, Berchman	Diesel
Metu, Reginald	Computer Information Technology
Meyer, Stacy	Culinary Arts
Micklich, Mark	Chemistry
Miller, Frank	Mathematics
Moneymaker, Melinda	Human Services
Montgomery, William	Electricity/Electronics
Moore, Sandra B.	Psychology
Moore, Zeanissia	Reading and Study Skills
Moran, Omar	English
Moreno, Dolores	English
Mukundan, Ramaa	Geography
Murphy, Joel	English
Naim, Rozaena	Mathematics
Nelson, Brandy	Human Services
Ngobi, Said	Mathematics
Nguyen, Benny	Mathematics
Nguyen, Bryan	Mathematics
Nguyen, John	Chemistry
Nguyen, Thuy	Mathematics
Nguyen, Tung	Mathematics
Nordstrom, Matthew	Geography
Norris, Windy	Communication Studies
Notarangelo, Joseph	English
Olivera, Christopher	Biology
Ontiveros, Doris	Pharmacy Technology
Ortiz, Miguel	Machine Technology
Orton, Renee	Communication Studies

Parsa, Arya
 Pate, David
 Phillips, Anthony W.
 Pielke, Janet
 Pires, Romana
 Powell, Michael L.
 Powell, Roger
 Ramirez, Richard
 Ratigan, James
 Ravanzo, Hudell
 Recinos, Jose
 Reid, Zadock
 Richey, Michael
 Riddell, Jeannette
 Roberts, Johnny
 Robles, Matthew
 Rodriguez, Mike
 Rosales, David C.
 Rounds, Michael
 Saadat, Ali
 Sacdalan, Alvin
 Sadler, Roger
 Samson, Danae
 Scalisi, Carlos R.
 Scully, Madeleine Matie
 Shaffer, Leah
 Shedd, Dana
 Shereen, Yasmine
 Shweikeh, Eman
 Sievers, Jerry
 Singh, Jasmeet
 Slusser, Michael A.
 Smith, David
 Smith, James
 Snow, Stephen
 Sobhanian, Soha
 Stauble, Vernon
 Stewart, James
 Strom, Brian
 Strong, Teri
 Sullivan, John
 Ting, Lycretia
 Tolstova, Anna
 Torres, Christina
 Torres-Nez, John
 Torrez, Michael
 Trehwella, Donna
 Underwood, Bruce
 Valcarcel, David
 Valle, Samuel
 Vandiver, Jason
 Vasquez, Leo
 Vasquez, Mary Lou C.
 Vinciullo, Frances

Biology
 Culinary Arts
 Psychiatric Technology
 Sociology
 Sociology
 Kinesiology
 Computer Information Technology
 Automotive
 Kinesiology
 Psychiatric Technology
 Modern Languages
 Mathematics
 English
 English
 Heating/Ventilation/Air Conditioning
 Geology
 Political Science
 Art
 History
 Mathematics
 Mathematics
 Biology
 English
 Political Science
 Music
 Physical Science
 Reading & Study Skills
 Anthropology
 Chemistry
 Automotive
 Chemistry
 English
 Mathematics
 Political Science
 History
 Biology
 Business Administration
 Art
 Modern Languages
 Mathematics
 English
 Mathematics
 Physics/Astronomy
 Kinesiology
 Anthropology
 Chemistry
 Radio, Television & Film
 Business Calculations
 Music
 Electricity/Electronics
 Kinesiology
 Business Administration
 Computer Information Technology
 Psychology

Wagner, Tamara
Wardell, Matt
Wheeler, James
Wilhite, Cynthia
Williams, Mark
Wilson, Donald
Wilson, Nancy
Worsley, Margaret
Wrightstone, Brad
Yarnelle, E.
Zuick, Nhan

Child Development
Art
English
Human Services
Automotive
Automotive
English
Music
Mathematics
Psychology
Mathematics

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Amalia Perez, Director, Human Resources

DATE: May 11, 2017

SUBJECT: Consideration of Approval of Appointment of District Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of, and approval of employment contracts, if applicable, Joe Ho, Uvaldo Sifuentes, Ernesto Nery, Bill Norris, Jonathan Nava, Joshua Fellenz and Paige Dulay-Vega.

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 individual(s) for employment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2016-2017 budget.

District Employees
May 11, 2017

Joe Ho, Sr. Programmer/Analyst, TESS, District, effective June 6, 2017, at Classified Salary Range 58, Step A, \$6,861.00 monthly, Replacing Cory Brady, Funding Source TESS General Fund. Live Scan clearance 04/19/2017.

Uvaldo Sifuentes, Technology Support Specialist II, SBVC, effective May 12, 2017. at Classified Salary Range 50, Step A, \$4,874 per month. Replacing Anselmo Escobedo. Funding Source Campus Technology Services General Fund. Live Scan Clearance 11/14/2016

Ernesto Nery, Director, Financial Aid, SBVC, effective May 30, 2017, at Management Salary Schedule Range 14, Step A, \$86,315.60 per year. Replacing Amber Gallagher. Funding Source Financial Aid General Fund. Live Scan Clearance 4/13/2017.

Bill Norris, Sports Info Specialist, SBVC, effective May 30, 2017, at Classified Salary Range 26, Step A, at \$2,694 per month. Replacing Brian Sylva. Funding Source Athletics General Fund. Live Scan Clearance 4/13/2017.

Jonathan Nava, Custodian I, SBVC, effective May 12, 2017, at Classified Salary Range 27, Step A, \$2,762 per month. New position. Funding Source Custodial Program General Fund. Live Scan Clearance 8/23/2016.

Joshua Fellenz, Aquatic Center Pool Attendant, Aquatic Center, CHC, 17.5 hours per week, effective May 30, 2017, Range 26, Step A, at \$1,178.63 per month. Replacing Adam Sheble. Funding Source CHC Aquatic Center Fund. Live Scan Clearance 7/7/2015.

Paige Dulay-Vega, Secretary II, Respiratory, CHC, effective May 30, 2017, Range 33, Step A, at \$3,203.00 per month. Replacing Cynthia Bidney. Funding Source Respiratory Therapy Program Fund. Live Scan Clearance 10/11/2016.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Amalia Perez, Director, Human Resources

DATE: May 11, 2017

SUBJECT: Consideration of Approval of Classified Employee Promotion

RECOMMENDATION

It is recommended that the Board of Trustees approve the promotion of Oscar Rodriguez.

OVERVIEW

Oscar Rodriguez, from Senior Student Services Technician, SBVC, to Student Success Services and Programs Coordinator, SBVC, effective May 15, 2017, Classified Salary Range 46, Step B at \$4,417.00 per month. New position. Funding Source is Campus Technology General Fund. Live Scan Clearance 3/24/15.

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 2016-2017 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Amalia Perez, Director, Human Resources
Dr. Wei Zhou, President, CHC
Diana Rodriguez, President, SBVC

DATE: May 11, 2017

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.

District Volunteers
May 11, 2017

Crafton Hills

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Guerrero, Katherine	Counseling	05/12/2017-06/30/2017
Guerrero, Katherine	Counseling	07/01/2017-12/31/2017
Wilson, Daniel	Counseling	05/12/2017-06/30/2017

San Bernardino Valley College

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Aguero, Marcos	Science/Chemistry	05/30/2017-06/30/2017
Bustamante, Daniel	Science/Chemistry	05/30/2017-06/30/2017
Cavazos, Stephen	Social Sciences/Criminal Justice	05/12/2017-06/30/2017
Creason, Ryan	Social Sciences/Criminal Justice	05/12/2017-06/30/2017
Fernandez-Ortiz, Frances	Science/Chemistry	05/30/2017-06/30/2017
Garcia, Danny	Social Sciences/Criminal Justice	05/12/2017-06/30/2017
Garcia, Martin	Science/Chemistry	05/30/2017-06/30/2017
Hernandez, Christopher	Social Sciences/Criminal Justice	05/12/2017-06/30/2017
Hopkins, Kathleen	Science/Chemistry	05/30/2017-06/30/2017
Keller, Mark	Social Sciences/Criminal Justice	05/12/2017-06/30/2017
Marquez, John M.	Science/Chemistry	05/30/2017-06/30/2017
Moreira, Emmanuel	Science/Chemistry	05/30/2017-06/30/2017
Oeng, Sophea	Science/Chemistry	05/30/2017-06/30/2017
Paschke, Jonathon	Social Sciences/Criminal Justice	05/12/2017-06/30/2017
Rabie, Huda	Science/Chemistry	05/30/2017-06/30/2017
Robledo, Jessica	Science/Chemistry	05/30/2017-06/30/2017
Rodriguez, Salvador	Science/Chemistry	05/30/2017-06/30/2017
Salazar, Christina	Science/Chemistry	05/30/2017-06/30/2017
Sanchez, Abraham	Science/Chemistry	05/30/2017-06/30/2017
Sanchez, Eduardo	Social Sciences/Criminal Justice	05/12/2017-06/30/2017
Silva, Steven	Student Services/EOPS	05/12/2017-06/30/2017
Solis, Martha	Social Sciences/Criminal Justice	05/12/2017-06/30/2017
Valdez, Chris Roland	Science/Chemistry	05/30/2017-06/30/2017
Vavra, Lauren	Science/Chemistry	05/30/2017-06/30/2017
Yepez, Alejandra	Student Services/First Year Experience	05/12/2017-06/30/2017
Zavala, Abigail	Social Sciences/Criminal Justice	05/12/2017-06/30/2017

District

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Ayoubi, Bassimah	KVCR/Development	05/12/2017-06/30/2017
Carson, Jennifer	KVCR/Development	05/12/2017-06/30/2017
McLoughlin, Kerry	KVCR/Development	05/12/2017-06/30/2017

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Amalia Perez, Director, Human Resources

DATE: May 11, 2017

SUBJECT: Consideration of Approval of Interim Management Appointments
Contracts

RECOMMENDATION

It is recommended that the Board of Trustees approve the Interim Management employment, and any employment contracts, for Stephanie Briggs, James Smith, Jerry Ohigashi, Mark Snowwhite, Khetam Bakhit, Susanne Mata, and Maria Del Carmen Rodriguez.

OVERVIEW

The interim management appointments on the attached list are submitted for approval.

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 2017-2018 budget.

Interim Management Appointments
May 11, 2017

Stephanie Briggs, Interim Dean, Mathematics, Business, & Computer Technology, SBVC, at Management Salary Schedule Range 19, Step B, \$9,783.45 per month, effective July 1, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first.

James Smith, Interim Vice President, Instruction, SBVC, at Management Salary Schedule Range 23, Step C, \$13,110.82 per month, effective July 1, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first.

Jerry Ohigashi, Interim Custodial Supervisor, SBVC, at Management Salary Schedule Range 2, Step A, \$4,064.92 per month, effective July 1, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first.

Mark Snowwhite, Interim Division Dean, Social, Information & Natural Sciences, CHC, at Management Salary Schedule Range 19, Step A, \$9,317.70 per month, effective July 1, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first.

Khetam Bakhit, Interim Vice President, Instruction, CHC, at Management Salary Schedule Range 23, Step A, \$11,325.69 per month, effective July 1, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first.

Susanne Mata, Interim Director, Workforce Development-DSN, PDC, at Management Salary Schedule Range 15, Step B, \$8,049.66 per month, effective July 1, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first.

Maria Del Carmen Rodriguez, Interim Dean of Student Equity and Success, SBVC, at Management Salary Schedule Range 19, Step B, \$9,638 per month, effective May 1, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Amalia Perez, Director, Human Resources

DATE: May 11, 2017

SUBJECT: Consideration of Approval of New Professional Expert Rate

RECOMMENDATION

It is recommended that the Board of Trustees approve the Professional Expert position and rate of pay for the Policy Analyst at \$60.00 per hour.

OVERVIEW

The district participated in the Institutional Effectiveness Partnership Initiative and received a grant for \$200,000. Along with the State Partnership Resource Team, the district prepared an Institutional Innovation and Effectiveness Plan.

The Institutional Innovation and Effectiveness Plan contains three objectives for the Human Resources Department as follows:

1. Codify HR processes/procedures
2. Ground up review and revision of HR BPs/APs
3. Clarify organizational structure and how HR serves, interacts, and relates to colleges

As part of accomplishing these three objectives, the Human Resources Department wishes to create a new short-term Policy Analyst professional expert position.

ANALYSIS

The Policy Analyst provides consultation and advice on policy and procedure development, develop human resources-related policies and procedures, conduct Business Process Analysis, and facilitate policy and procedure development discussions with staff as needed.

- Identify and analyze deficiencies in HR BPs/APs
- Review and revise HR related BPs/APs ensuring alignment with HR department process
- Recommend new procedures and processes on revised BPs/APs as necessary
- Work with HR, the HR Advisory Committee, and the Vice Chancellor for feedback and sustainability
- Disseminate revisions and provide training to HR Staff as needed on any new adopted procedures

The new short-time professional expert position and rate are critical to the accomplishment of these three objectives along with the implementation of the Chapter 7 human resources related policies and procedures.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

This position at this rate will be paid for by State Chancellor's Office funding regarding Institution Effectiveness Program Initiative (IEPI).

**San Bernardino Community College District
PROFESSIONAL EXPERT RATES OF PAY**

PROFESSIONAL EXPERT ASSIGNMENT	HOURLY RATE
3D Animator	\$25.00 to \$40.00
Adult Education Planning Grant Coordinator	\$40.00
Assistant Instructor	\$20.00
Bilingual Translator/Interviewer	\$20.00
Business and Resources Development Consultant	\$60.00
CAHSEE Facilitator	\$50.00
Camera & Lighting Technician	\$10.50 to \$20.00
Clinical Instructor	\$20.00
Closed Caption Editor I	\$10.50 to \$15.00
Closed Caption Editor II	\$16.00 to \$20.00
Closed Caption Editor III	\$21.00 to \$30.00
Content Specialist (FNX and Marketing & Public Relations)	\$15.00 to \$40.00
Counseling Intern I / II / III	\$25.00/\$30.00/\$35.00
Counseling Trainee	\$15.00
Criminal Justice Academy Liaison	\$30.00
CTE Transition Coordinator	\$20.00 to \$30.00
Guardian Scholars and Dreams Liaison (Categorical)	\$45.00
Editor (KVCR, FNX, Pledge Drive)	\$18.00 to \$30.00
EMT-1 Skills Laboratory Assistant	\$12.00
EMT(EMS)/Respiratory Care/Fire TechPE/ASL Specialist	\$30.00
Fire Agility Group Leader/Proctor	\$12.50
Fire Agility Instructor	\$30.00
Flight Simulator Repair	\$30.00
Foster Parenting Education	\$45.00
GIS Technician	\$18.00 to \$24.00
Grant Program Assistant (Categorical)	\$35.00
Grant Writer I/II/III	\$30.00/\$40.00/\$55.00
Human Resources Recruiter	\$20.00
Interpreting/Transliterating Level I / II / III / IV	\$24.00/\$21.00/\$18.00/\$15.00
Laboratory Instructor	\$20.00
Mental Health Educator/Counselor Intern	\$55.00
Nurse Practitioner I (1-2 years of SBCCD experience)	\$55.00
Nurse Practitioner II (3-5 years of SBCCD experience)	\$60.00
Nurse Practitioner III (6+ years of SBCCD experience)	\$65.00
Physician	\$30.00
Pharmacy Technology Accreditation Coordinator	\$30.00 to \$50.00
Police Science Facilitator/Instructor	\$35.00
Policy Analyst	\$60.00
Primary Instructor	\$25.00
Program Assistant	\$20.00 to \$49.00
Project Evaluator	\$40.00
Project Manager	\$75.00
Public Information Specialist	\$65.00
Radiologic Technology Specialist	\$30.00

Board Approved: July 1, 2014
Revised: May 11, 2017

**San Bernardino Community College District
PROFESSIONAL EXPERT RATES OF PAY**

Respiratory Care Clinical	\$40.00
Risk Management Coordinator	\$28.00
RTVF Intern I / II / III	\$11.00 / \$12.00 / \$13.00
Safety Facilitator	\$19.00 to \$25.00
Safety Officer	\$22.50
Social Media Specialist (FNX & Marketing & Public Relations)	\$21.00 to \$25.00
Special Events Planner	\$25.00 to \$35.00
Staff Writer/Photographer	\$16.00 to \$20.00
Tactical Officer/Police	\$28.00
Tactical Officer/Fire	\$23.00
Tech Prep	\$30.00
Training Specialist	\$19.00
Tutor I / II / III	\$10.50 / \$12.00 / \$14.00
TV Closed Captioning	\$10.50 to \$15.00
Veteran's Resource Specialist	\$50.00
Workforce Development/PDC Trainer	\$15.00 to \$100.00 or up to 85% of Enrollment or up to 60% of net
Strengths Educator/Coach	\$49.00
PROFESSIONAL EXPERT ASSIGNMENT	SESSION RATE
Foster Parent Host	\$25.00
Musician	\$75.00
PROFESSIONAL EXPERT ASSIGNMENT	DAILY RATE
Evaluator (<i>per scenario</i>)	\$105.00
Theatre Production Assistant	\$500.00
CPR/Lifeguard Certification Facilitator	\$200.00 to \$300.00
Consultant	\$300.00 to \$500.00
PROFESSIONAL EXPERT ASSIGNMENT	SEMESTER RATE
Faculty Intern	\$600.00
Future Teacher Intern	\$300.00
Grant Assignment	\$300.00
Medical Director (EMT)	\$3,500.00
Medical Director (Respiratory Care)	\$3,000.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Amalia Perez, Director, Human Resources
Dr. Wei Zhou, President, CHC
Diana Rodriguez, President, SBVC

DATE: May 11, 2017

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, at \$49.00 per hour, is requested on a periodic basis to assist departments with various research, projects, committee work, or events on campus or in the community.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2016-2017 budget.

Crafton Hills College

Anderson, Jonathan, Training on a project to develop an implementation strategy for Technology Success Center for the campus (Leading from the Middle), 06/10/2017, not to exceed 4 hours. Funding source is Student Success Support Program.

Bartlett, Ryan, Training on a project to develop an implementation strategy for Technology Success Center for the campus (Leading from the Middle), 06/10/2017, not to exceed 4 hours. Funding source is Student Success Support Program.

Burke, Jeffrey, Communities of Practice pre-statistics and statistics curricula training, 03/31/2017* to 05/26/2017, not to exceed 16 hours. Funding source is Basic Skills Fund.

Jacinto, Christopher, Communities of Practice pre-statistics and statistics curricula training, 03/31/2017* to 05/26/2017, not to exceed 16 hours. Funding source is Basic Skills Fund.

Leon, Ralph, Communities of Practice pre-statistics and statistics curricula training, 03/31/2017* to 05/26/2017, not to exceed 16 hours. Funding source is Basic Skills Fund.

Pierce, Leah, Communities of Practice pre-statistics and statistics curricula training, 03/31/2017* to 05/26/2017, not to exceed 16 hours. Funding source is Basic Skills Fund.

Sacota, Michael, Vocational, Non-Credit Workforce development, 03/23/2017* to 06/30/2017, not to exceed 60 hours. Funding source is Non-Credit Workforce General Funds.

Smith, Jeff, Communities of Practice pre-statistics and statistics curricula training, 03/31/2017* to 05/26/2017, not to exceed 16 hours. Funding source is Basic Skills Fund.

Truong, Sam, Develop ROP articulation agreements, 04/14/2017* to 06/30/2017, not to exceed 10 hours. Funding source is CTE Transitions Grant, Perkins Funds and RAMP-UP Grant.

Ward, Amanda, Outreach opportunities for the Public Safety and Emergency Services program, 04/14/2017* to 06/30/2017, not to exceed 20 hours. Funding source is CTE Transitions, Enhancement, RAMP-UP Grants and Perkins Funds.

San Bernardino Valley College

Dusick, Diane, to complete the scope of work identified within the Digital Media Disciplines Grant, 10/03/2016* to 6/30/2017, not to exceed 273 hours. Funding source is the Digital Media Disciplines Grant.

Fenton, Sherrie, to provide tutoring for student, mentoring and support, 5/12/2017 to 5/25/2017, not to exceed 9 hours. Funding source is Perkins Grant Funds.

Pires, Romana, Campus Coordinator for Textbook Affordability related to the Open Education Resource Program, 5/26/2017 to 8/11/2017, not to exceed 63 hours. Funding source is AB798 Textbook Affordability Grant.

Powell, Roger, to complete the scope of work identified within the Digital Media Disciplines Grant, 10/03/2016* to 6/30/2017, not to exceed 303 hours. Funding source is the Digital Media Disciplines Grant.

Teguarden, Thomas, to develop and update Aeronautics curriculum, 5/12/2017 to 6/30/2017, not to exceed 50 hours. Funding source is RAMPUp (Ready to Accelerate My Pathway) Grant.

District

Sogomonian, Nori, for Bi-lingual/Bi-literate stipend testing outside of work calendar, not to exceed 8 hours on 04/07/2017*, Funding source is Human Resources General Fund.

*Necessary paperwork not completed timely

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Amalia Perez, Director, Human Resources

DATE: May 11, 2017

SUBJECT: Consideration of Approval of Pre-Retirement Reduced Workload for Academic Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the pre-retirement reduced workload for Laura Gomez.

OVERVIEW

Laura Gomez, Counselor, SBVC, has submitted a request to participate in the pre-retirement reduced workload plan beginning with the 2017-2018 academic year, per Article 22 of the CTA Agreement. Ms. Gomez will work .80 FTE beginning with the 2017-2018 academic year. The reduced workload will end upon her retirement, not to exceed 10 years of a pre-retirement reduced workload.

ANALYSIS

In accordance with Article 22 of the CTA Agreement, full-time faculty employees who meet the requirements may reduce their contract from full-time to percent of contract while maintaining their retirement benefits pursuant to Ed Code Sections 22713 & 87483 or Government Code Section 20900.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2017-2018 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Amalia Perez, Director, Human Resources

DATE: May 11, 2017

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 and is certified to be in accordance with California Education Code section 88003.

ANALYSIS

California Education Code section 88003 outlines the criterion for hiring an employee on a temporary basis. A district must employ a temporary employee for less than 75% of the college year. 75% of the college year amounts to 195 working days.

Professional Expert: California Education Code allows districts to go outside the classified service when the scope of work is discrete and temporary and requires expertise not available within the classified service. Requesting departments certify by defining the project identifying an end date for the project, and continued employment is contingent on continued demand and/or funding.

Short-Term: California Education Code 88003 allows districts to employ on a temporary basis, to perform a service for the district. Short-Term employees upon completion of the service, or similar services, will not be extended or needed on a continuous basis.

Substitute: California Education Code 88003 allows districts to employ substitute employees to replace a classified employee temporarily absent from duty, or if the district is recruiting to hire a vacant position.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2016-17 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT						
Professional Expert Hourly Employees						
May 11, 2017						
Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Jacy White	Marketing & Public Relations	SBVC	Social Media Specialist	5/12/17	6/30/17	\$25.00
Daphne Chan	Basic Skills Committee-Instruction Office	SBVC	Tutor II	5/12/17	5/25/17	\$12.00
Jordan Schuster	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	5/12/17	6/30/17	\$20.00/\$25.00/\$30.00
Richard Rascon	Professional Development Center	DIST	Workforce Development Trainer	5/12/17	6/30/17	\$50.00
Marco Rosales	Professional Development Center	DIST	Workforce Development Trainer	5/12/17	6/30/17	\$75.00
Dale Gillette	Professional Development Center	DIST	Workforce Development Trainer	5/12/17	6/30/17	\$75.00
Lori Benson	EDCT	DIST	Program Assistant	5/12/17	6/30/17	\$45.00
Shawn Corbett	Fire Technology Program	CHC	Fire Tech Specialist/Tactical Officer/Safety Officer	5/12/17	6/30/17	\$22.50/\$23.00/\$30.00
Anthony Loera	Professional Development Center	DIST	Workforce Development/PDC Trainer	3/1/17*	6/30/17	\$50.00
Debra Anderson	Career Education & Human Development	CHC	Radiologic Technology Specialist	1/12/17*	6/30/17	\$30.00
Jones, Stacy	Professional Development Center	DIST	Workforce Development/PDC Trainer/Program Assistant	1/1/17*	6/30/17	\$21.00/\$30.00
*Paperwork not received timely						

Short Term Hourly Employees						
May 11, 2017						
Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Cruz Santo Ortiz	Disabled Student Program & Services	CHC	Project Assistant I	5/30/17	6/30/17	\$10.50

Substitute Employees							
May 11, 2017							
Name	Department	Site	Duties	Start Date	End Date	Hourly Rate	Justification
Diana Pineda	OIERP	CHC	Research Assistant	4/6/17	6/6/17	\$25.39	Ext: Vacancy in recruitment
Jasmine Simonian	Admissions & Records	CHC	Admissions & Records Technician	3/21/17	5/21/17	\$17.97	New: Coverage for employee working out of class
Eva M. Bell	Counseling	CHC	Student Services Technician II	4/3/17	5/1/17	\$18.86	Ext: Vacancy. In Recruitment
James Quigley	Police	DIST	College Security Officer	4/17/17	6/16/17	\$16.69	Ext: Vacancy. In Recruitment
Danny Vasquez	Custodial	SBVC	Custodian	3/13/17	4/27/17	\$15.87	New: On Call vacancy in active recruitment/sick/vacation coverage.
Christina Raney	Financial Aid	SBVC	Clerical Assistant II	5/6/17	6/30/17	\$15.11	Ext: On Call vacancy in active recruitment/sick/vacation coverage.
Anabel Martinez	Administrative Services	SBVC	Account Clerk I	4/11/17	6/11/17	\$15.48	Extension: On Call for sick/vacation coverage.
Brian Romo	Bookstore	SBVC	Customer Service Asst.	4/20/17	6/2/17	\$13.03	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Maureen Ryan	Athletics	SBVC	Secretary I	2/7/17	6/5/17	\$16.69	Extension: Vacancy in Recruitment
Marcus Mosley	Facilities	DIST	Custodian	4/17/17	6/15/17	\$15.87	New: On Call vacancy in active recruitment/sick/vacation coverage.
Moises Delgado	Facilities	DIST	Custodian	4/14/17	6/13/17	\$15.87	New: On Call vacancy in active recruitment/sick/vacation coverage.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: May 11, 2017
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 5/11/2017

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<i>Legal</i>			
Best Best & Krieger LLP Attorney at Law	(14977) Legal and investigative services for solar project at District Term: 4/17/2017 - 6/30/2017 Funding Source: General Funds	Facilities Planning/SBCCD	\$5,000.00
Currier & Hudson	(14967) Provide legal services for personnel matters Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Human Resources/SBCCD	\$350,000.00
<i>SubTotal for Legal: 2</i>			
<i>Legal - Investigations</i>			
Gonzales, Jose	(14966) Provide investigative services and submit reports and findings on Human Resources matters Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Human Resources/SBCCD	\$35,000.00
<i>SubTotal for Legal - Investigations: 1</i>			
<i>Professional Services</i>			

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
Bradley, Vernon R.	(14932) 4 to 15 hours per week of psychotherapy and supervision of interns Term: 2/1/2017 - 6/30/2017 Funding Source: Student Health Fee	Health Center/CHC	\$15,000.00
BrightPath Consulting Services (BCS)	(14944) Broker of record for SBCCD Health and Benefits program for medical, dental, vision and life Term: 7/1/2017 - 6/30/2020 Funding Source: General Funds	Human Resources/SBCCD	\$195,000.00
Cerrell Associates, Inc.	(15012) Provide crisis communication services to SBCCD Term: 4/18/2017 - 6/14/2017 Funding Source: General Funds	Chancellor/SBCCD	\$8,000.00
DKC Architects Inc.	(14207) Architectural services for non-bond projects; on an as needed basis; this is to approve Amendment 01 - to increase the not to exceed amount by \$75,000 Term: 10/20/2016 - 10/20/2019 Funding Source: Capital Outlay	Facilities Planning/SBCCD	\$175,000.00
Ferrilli	(13418) Provide programming skills and assistance with "Starfish Integrations and Shibbeloth" projects; this is to approve Amendment 02 to extend term date from 12/31/2016 to 06/30/2018 at a cost of \$52,000 Term: 5/1/2016 - 6/30/2018 Funding Source: Matriculation	Student Services/CHC	\$116,200.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
HMC Architects	(13646) Architectural Services for the SBVC Gym project; this is to approve Amendment 02 - to extend term date from 06/30/2017 to 10/30/2017 and increase contract value by \$5,000 Term: 1/21/2016 - 10/30/2017 Funding Source: Bond Construction	Kitchell/SBVC	\$603,412.80
Keenan & Associates	(14920) Property and Liability Claims administration: Rate Schedule VP/Claims Manager \$92.75 Per Hour, Senior Claims Examiner \$87.5 Per Hour, Claims Examiner \$77.50 Per Hour, Expenses 42% of hourly billings, Minimum per file charge one hour Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Business Services/SBCCD	\$50,000.00
P2S Engineering, Inc.	(13548) Develop Arc-Flash, short-circuit and coordination studies for CHC Electrical System; Amendment 02 - increase contract by \$400 Term: 4/14/2016 - 6/30/2017 Funding Source: Bond Funded	Kitchell/SBCCD	\$51,000.00
<i>SubTotal for Professional Services: 8</i>			
<i>Grand Total Contracts for Board Date 5/11/2017: 11</i>			

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Steven J. Sutorus, Business Manager

DATE: May 11, 2017

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 5/11/2017

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
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Art Exhibition Loan Agreements

Collage Dance Theatre dba Hiedi Duckler Dance Theatre	(15077) Art exhibition loan agreement for a large fish shaped structure to be exhibited outdoors near the Art building; no cost to SBCCD Term: 4/22/2017 - 10/29/2017 Funding Source: N/A	Humanities/SBVC	
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Kikuchi, Yumiko	(14872) Art exhibition loan agreement for "CHC Parallels: Art and Medicine" show; no cost to SBCCD Term: 3/27/2017 - 3/31/2017 Funding Source: N/A	Art/CHC	
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Lin, Hsin-Chuen	(14948) Art exhibition loan agreement for SBVC's "Masters of Matter" show; no cost to SBCCD Term: 3/10/2017 - 4/7/2017 Funding Source: N/A	Art/SBVC	
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Okada, Hiroko	(14874) Art exhibition loan agreement for "CHC Parallels: Art and Medicine" show; no cost to SBCCD Term: 3/27/2017 - 3/31/2017 Funding Source: N/A	Art/CHC	
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<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Art Exhibition Loan Agreements</u>			
Shimizu, Yokiko	(14875) Art exhibition loan agreement for "CHC Parallels: Art and Medicine" show; no cost to SBCCD Term: 3/27/2017 - 3/31/2017 Funding Source: N/A	Art/CHC	
Tanuma, Tomoko	(14873) Art exhibition loan agreement for "CHC Parallels: Art and Medicine" show; no cost to SBCCD Term: 3/27/2017 - 3/31/2017 Funding Source: N/A	Art/CHC	
<i>SubTotal for Art Exhibition Loan Agreements: 6</i>			
<u>Bond Measure Funded</u>			
Knowland Construction Services	(15074) Project inspection services for the single pole shade structure at SBVC Gym Term: 4/24/2017 - 6/30/2017 Funding Source: Bond Construction	Kitchell/SBCCD	\$3,900.00
SimplexGrinnell	(14968) Repair of damaged fiber cables for fire alarms at CHC campus due to construction projects Term: 4/17/2017 - 6/30/2017 Funding Source: Bond Construction	Kitchell/SBCCD	\$6,035.00
<i>SubTotal for Bond Measure Funded: 2</i>			<i>\$9,935.00</i>

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Broadcasting Rights</u>			
Atencio, Brenda M. DBA G Precious and Blue Basket Ent.	(14881) License agreement for use of musical compositions and recordings for "Rise"; no cost to SBCCD Term: 3/17/2017 - 3/16/2022 Funding Source: N/A	FNX/KVCR	
De La Rosa, Danielle and Desiree	(15009) License agreement for use of musical compositions and recordings "Sweet Grass Water is Life" for use in KVCR programs; no cost to SBCCD Term: 4/13/2017 - 4/12/2022 Funding Source: N/A	FNX/KVCR	
<i>SubTotal for Broadcasting Rights: 2</i>			
<u>CalWorks Off-Campus Work Study</u>			
SBX Services Inc. dba Express Quality Car Hand Wash	(14871) Off-Campus workstudy - Student - Figueroa, Jose; reimbursed at up to 75% of per hourly rate Term: 3/23/2017 - 6/30/2017 Funding Source: CalWorks	Calworks/SBVC	\$3,528.00
Think Together	(15003) Off-Campus workstudy - Student Rivera, Mirla; reimbursed at up to 100% of per hourly rate Term: 4/18/2017 - 6/30/2017 Funding Source: CalWorks	Calworks/SBVC	\$4,000.00
<i>SubTotal for CalWorks Off-Campus Work Study: 2</i>			<i>\$7,528.00</i>

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Clinicals</u>			
TEC Equipment, Inc.	(14942) MOU for career-related work experience for Diesel program students; no cost to SBCCD Term: 2/16/2017 - 6/30/2022 Funding Source: N/A	Diesel/SBVC	
<i>SubTotal for Clinicals: 1</i>			
<u>General</u>			
4 Imprint	(14988) Production of 4,000 pocket sportpacks, 2,300 lip balms, 2,000 pen & highlighters, 2,000 sport bottles, 3,000 mood pencils, 800 sunglasses, 500 football rockets, 500 5" foam footballs, 1,000 sport flyers and 1,000 t-shirts Term: 4/17/2017 - 6/30/2017 Funding Source: Student Equity	First Year Experience/SBVC	\$24,718.94
4 Imprint	(14887) Production of promotional items and giveaways; 220 t-shirts, 100 jerseys, 100 pouch badge holders, 150 travel tumbler sets, 100 wave caps, 1 roll-up banner, and 200 food containers Term: 4/1/2017 - 6/30/2017 Funding Source: General Funds	First Year/SBVC	\$8,192.03
4 Imprint	(14884) Production of promotional items and giveaways; 250 lanyards Term: 3/21/2017 - 4/30/2017 Funding Source: General Funds	District Police/SBCCD	\$474.71

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
4 Imprint	(14947) Production of promotional items and giveaways; 500 memo stacks, 600 travel tumblers, 500 pens, 200 emoji stress relievers, 500 first aid kits, 500 pocket totes, 300 business card notebooks, 500 pocket sanitizers, and 1,500 twist pens Term: 4/10/2017 - 6/30/2017 Funding Source: CalWorks	Calworks/SBVC	\$8,776.33
Ace Weed Abatement, Inc	(15076) Weed abatement inside and outside of fencing around Transmitter Site Term: 4/24/2017 - 6/30/2017 Funding Source: KVCR - Foundation	TV/KVCR	\$775.00
Achievers	(14989) Production of SBVC 2017 graduation stole for Puente Program; funded through Puente Project Term: 4/17/2017 - 6/30/2017 Funding Source: State Grant	Puente/SBVC	\$856.71
AIA Services LLC DBA On Target Promotions	(15011) Production of 100 stone coasters, and 300 grocery bags to promote SBCCD Term: 4/18/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBCCD	\$4,074.37
Air Conditioning Control Systems, Inc. (ACCS)	(14910) Provide start up assistance for air condition system operation and control Term: 4/5/2017 - 6/30/2017 Funding Source: General Funds	Maintenance/SBVC	\$4,352.04

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Air Treatment Corporation	(14904) Furnish and install Variable Frequency Drives (VFD) at SBVC HLS Bldg. Term: 4/1/2017 - 6/30/2017 Funding Source: General Funds	Maintenance/SBVC	\$51,100.00
AJC Building Maintenance	(14877) Provide janitorial services for ATPC building Term: 7/1/2017 - 6/30/2019 Funding Source: Braille Grant	ATPC/SBCCD	\$9,600.00
Allnutt, Caroline	(14909) Video editing for KVCR special projects Term: 3/1/2017 - 6/30/2017 Funding Source: General Funds	TV/KVCR	\$3,000.00
American Printing & Promotions	(14905) Production of 1200 totes and 368 message magnets with logo Term: 4/1/2017 - 6/30/2017 Funding Source: EOP&S	EOP&S/SBVC	\$2,368.55
American Printing & Promotions	(14906) Production of 96 backpacks, 150 lunch coolers, and 89 journal books with logo Term: 4/1/2017 - 6/30/2017 Funding Source: EOP&S	EOP&S/SBVC	\$2,848.00
American Printing & Promotions	(15001) Production of Dry Erase Retractor banner with stand Term: 4/17/2017 - 6/30/2017 Funding Source: General Funds	Student Services/CHC	\$413.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Awards & Specialties Inc.	(14941) Production of 350 employee names badges for the Counseling, EOPS, Transfer, and DSPS departments Term: 4/17/2017 - 5/25/2017 Funding Source: General Funds	Student Services/CHC	\$1,472.03
Badge Express	(14895) Production of 2 name badges with logo Term: 3/31/2017 - 4/30/2017 Funding Source: General Funds	Instruction/SBVC	\$24.78
Badge Express	(14955) Production of 60 badges with attached long magnet; name badges for Counseling & Matriculation staff and students workers Term: 4/17/2017 - 6/30/2017 Funding Source: Matriculation	Counseling/SBVC	\$627.65
Barr Door, Inc.	(14885) Removal and installation of a rolling door at SBVC Library Term: 3/1/2017 - 6/30/2017 Funding Source: General Funds	Maintenance/SBVC	\$10,542.80
Berg Fire Protection, Inc. dba Red Star Fire Protection	(15005) On demand fire extinguisher recharge and repair service Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	District Police/SBCCD	\$500.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Best Golf Carts, Inc.	(14960) On-demand maintenance and repairs of District Police golf carts Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	District Police/SBCCD	\$10,000.00
Bio-Tox Laboratories, Inc.	(15007) Blood screening services for the District Police Department Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	District Police/SBCCD	\$300.00
Blackboard	(8445) Blackboard Master agreement and terms & conditions for all services; this is to approve Amendment 5 - Hosting services for FY 2017-2018 in the amount of \$57,500 Term: 7/1/2012 - 8/30/2018 Funding Source: General Funds	TESS/SBCCD	\$1,419,695.45
California State University - San Bernardino	(14927) Use of Yasuda Center's rooms for the "iCreate Family Fair"; no cost to SBCCD Term: 4/29/2017 - 4/29/2017 Funding Source: N/A	PDC/SBCCD	

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Canales, Nidia Moran dba Nidia Moran LMFT	(14925) Speaker "Presentation on Indigenous Latino Spirituality" Term: 3/21/2017 - 3/21/2017 Funding Source: General Funds	Student Life/SBVC	\$300.00
Caribbean Pacific Bus, LLC	(14886) Bus rental for transportation for High School students to attend the "Senior Day Event" at SBVC Term: 4/14/2017 - 4/14/2017 Funding Source: Student Equity	First Year/SBVC	\$845.00
CHC Foundation	(14998) Full page advertisement in the "Annual Gala Dinner & Auction" to promote Districtwide programs Term: 3/18/2017 - 3/18/2017 Funding Source: General Funds	Chancellor/SBCCD	\$300.00
Chicano Latino Caucus S.B.	(14999) Full page advertisement in the "6th Annual Cesar E. Chavez Memorial Breakfast" to promote Districtwide programs and purchase of six tickets to the event Term: 4/1/2017 - 4/1/2017 Funding Source: General Funds	Chancellor/SBCCD	\$800.00
College of the Desert	(15061) Planning and implementation of the Cyber Patriot - Summer Camp; funded through ICT/Digital Media Grant Term: 4/1/2017 - 6/30/2017 Funding Source: State Grant	PDC/SBCCD	\$3,000.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Communications Center	(14954) On demand radio repair service for District Police Department Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	District Police/SBCCD	\$1,500.00
Computerized Embroidery Company, The	(15054) Production of embroidered scrubs for the Child Development Center staff Term: 4/24/2017 - 6/30/2017 Funding Source: State Grant	Child Development/SBVC	\$1,286.02
Day, Dennis Dean	(14936) Speaker; Community emergency response team training Term: 4/17/2017 - 6/30/2017 Funding Source: General Funds	Human Resources/SBCCD	\$2,900.00
Day, Dennis Dean	(14937) Speaker; Community emergency response team training Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Human Resources/SBCCD	\$7,400.00
Direct Connection	(14990) Printing and mailing of CHC Summer 2017 Newsletter Term: 4/17/2017 - 6/30/2017 Funding Source: General Funds	Marketing/CHC	\$7,980.80

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Docu-Trust	(15069) On-time document shredding for Student Life department; funded by Student Life Trust Account #4141 Term: 4/24/2017 - 6/30/2017 Funding Source: Trust Account	Student Life/SBVC	\$150.00
Ellucian Company, Inc.	(14897) Mobile branding services for the CHC mobile application with logo Term: 3/17/2017 - 6/30/2017 Funding Source: General Funds	TESS/SBCCD	\$500.00
Fairview Ford	(14958) On demand repair services for Police vehicles Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	District Police/SBCCD	\$4,000.00
Foreman, Becky	(15067) Conduct workshop for Student Services personnel regarding how to increase student success Term: 6/12/2017 - 6/13/2017 Funding Source: Matriculation	Student Services/CHC	\$4,000.00
Foreman, Becky	(14939) Facilitation of AB86 Executive Committee strategic planning meeting Term: 6/2/2017 - 6/2/2017 Funding Source: Adult Ed (AEBG) Grant	Mathematics/SBVC	\$2,000.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Gaumard Scientific	(15000) Repairs to birthing simulators in Health Science Term: 4/17/2017 - 6/30/2017 Funding Source: Ramp-Up Grant	Program Development/CHC	\$900.81
Golf Cars of Riverside	(14963) Install battery and cables in the Taylor Dunn flatbed cart Term: 4/17/2017 - 6/30/2017 Funding Source: General Funds	Maintenance/SBVC	\$1,080.38
Golf Cars of Riverside	(14736) Repairs and diagnostics test on the Taylor Dunn golf cart Term: 3/1/2017 - 6/30/2017 Funding Source: General Funds	Maintenance/SBVC	\$1,500.00
Goodwill Southern California	(14878) Document shredding services up to six bins Term: 4/1/2017 - 4/30/2017 Funding Source: KVCR - Foundation	TV/KVCR	\$110.00
H & L Charter Co, Inc.	(14901) Bus rental for Tumaini field trip for a Murder Mystery Dinner at the Doubletree Hotel; additional cost may be charged for fuel and time overages Term: 4/15/2017 - 4/15/2017 Funding Source: Student Equity	First Year/SBVC	\$752.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Inland Empire Job Corps Center	(15008) MOU - To establish a work-based learning program (work-study) for Job Corps participants; no cost to SBCCD Term: 7/1/2017 - 6/30/2018 Funding Source: N/A	Calworks/SBVC	
In-N-Out Burger	(14919) Catering for Financial Aid Summer Outreach Event; funded by State BFAP funds Term: 6/20/2017 - 6/20/2017 Funding Source: State Grant	Financial Aid/SBVC	\$4,000.00
J R Instruments	(14971) Repairing of 170 Olympus microscopes for the Biology Dept. Term: 4/1/2017 - 6/30/2017 Funding Source: General Funds	Biology/CHC	\$6,380.00
Jim Henson Company, The	(14930) Rental of "Bubbles" costume for KVCR Event Term: 5/4/2017 - 5/6/2017 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$250.00
JobElephant.com Inc.	(14965) On-demand advertising for open employment positions within the District Term: 7/1/2017 - 6/30/2018 Funding Source: Equal Employment	Human Resources/SBCCD	\$8,995.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Keenan & Associates	(9906) Technical support for "Safe Colleges" safety training program; this is to approve Amendment 3 to extend contract for FY 2017-2018; annual not to exceed is \$18,000 Term: 1/1/2014 - 6/30/2017 Funding Source: General Funds	Safety/SBCCD	\$54,000.00
Konica Minolta	(14922) Purchase of new copier and maintenance agreement; maintenance agreement value is \$3,000, copier cost is \$4,968 Term: 5/1/2017 - 4/30/2018 Funding Source: EDCT - Foundation	EDCT/SBCCD	\$7,968.00
KTECH Telecommunications Inc.	(15070) Repair of a DTV transmitter as part of engineering board for KVCR-TV Term: 4/24/2017 - 6/30/2017 Funding Source: KVCR - Foundation	TV/KVCR	\$585.00
Laboratory Microscope Specialist - LMS	(14898) Repairing of 45 Olympus CH30 microscopes Term: 3/31/2017 - 6/30/2017 Funding Source: General Funds	Biology/SBVC	\$1,345.00
Lapel Pins Plus	(15063) Production of 100 customized lapel pins for Applause Card recipients Term: 4/17/2017 - 6/30/2017 Funding Source: General Funds	President/CHC	\$283.38

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Law Enforcement Medical	(14959) Blood withdrawal services for District Police Department Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	District Police/SBCCD	\$400.00
Linthicum, Steven	(15060) Panelist for the Mt. San Jacinto College Computer Information Systems/Engineering Industry Skills Panel; funded through ICT/Digital Media Grant Term: 4/13/2017 - 4/13/2017 Funding Source: State Grant	PDC/SBCCD	\$600.00
Lortondata	(15052) Quarterly processing of KVCR donor files for changes and updating Term: 7/1/2017 - 6/30/2018 Funding Source: KVCR - Foundation	TV/FM/KVCR	\$504.00
Los Amigos Restaurant	(15058) Catering for Latino Graduation Event - Nuestra Graduacion Term: 5/21/2017 - 5/21/2017 Funding Source: General Funds	Student Life/SBVC	\$2,449.44
Magnum Range Inc.	(14957) Range shooting services for District Police Department Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	District Police/SBCCD	\$1,650.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Mascot Organization, LLC The	(14929) Rental of "Peg & Cat" costumes for KVCR Event Term: 5/4/2017 - 5/6/2017 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$250.00
Medical Billing Technologies, Inc.	(11944) Provide medical billing services under the Family Pact program; Funded through the Family Pact Grant; this is to approve Amendment 01-to add Medi-Cal billing to increase funding by \$10,000 Term: 7/1/2015 - 6/30/2020 Funding Source: State Grant	Health Services/SBVC	\$30,000.00
Medical Billing Technologies, Inc.	(15037) Service - Provide medical billing services under the Family Pact program and Medi-care Term: 7/1/2017 - 6/30/2022 Funding Source: General Funds	Health Services/CHC	\$24,000.00
Medina, David dba Premiere Sound, Inc.	(14915) Provide sound system and DJ services for 2017 Commencement Term: 5/25/2017 - 5/26/2017 Funding Source: General Funds	Student Life/SBVC	\$4,104.00
Mike's Custom Flooring	(14902) Furnish and install carpet at the Crafton Hall Term: 4/1/2017 - 6/30/2017 Funding Source: General Funds	Maintenance/CHC	\$11,938.75

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Miracle Mile Car Wash	(14956) On demand car wash service for SBCCD Police vehicles Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	District Police/SBCCD	\$1,500.00
Munoz, Juan Carlos	(14943) Performance: Mariachi music during Nuestra Graduacion Term: 5/21/2017 - 5/21/2017 Funding Source: Equal Employment	Human Resources/SBCCD	\$550.00
National Association for Advancement of Colored People	(15010) Advertising agreement for a full page ad in the "NAACP 2017 Freedom Fund Dinner" program Term: 4/27/2017 - 4/27/2017 Funding Source: General Funds	Marketing/SBCCD	\$500.00
Nazca Signs & Designs	(14899) Production of 2 canopies with SBVC Foundation and SBVC Alumni Association logo Term: 4/3/2017 - 6/30/2017 Funding Source: General Funds	Program Development/SBVC	\$1,750.00
Nazca Signs & Designs	(14883) Production of 200 T-Shirts with color imprint and logo Term: 3/1/2017 - 4/30/2017 Funding Source: General Funds	Marketing/SBVC	\$1,481.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
P2C Solutions, LLC	(14938) Provide assistance in the coordination of the Adult Education Block Grant Project Term: 5/1/2017 - 12/31/2017 Funding Source: Adult Ed (AEBG) Grant	Mathematics/SBVC	\$33,900.00
Pandora	(14903) Internet radio advertising to promote Summer 2017 enrollment Term: 4/24/2017 - 6/11/2017 Funding Source: General Funds	Marketing/CHC	\$7,905.00
Party Plus Rental	(14962) Rental of canopies and table drapes Term: 5/6/2017 - 5/6/2017 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$703.80
Pepe's Towing Service	(15006) On demand vehicle towing services Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	District Police/SBCCD	\$550.00
Redlands Door & Window Company DBA Gerber, Guy	(14974) Furnish and install Crafton Center replacement front doors Term: 4/17/2017 - 6/30/2017 Funding Source: General Funds	Maintenance/CHC	\$4,490.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Rialto USD	(15065) Bronze Sponsorship for the "Puttin' On the Ritz" fundraising event; this level includes SBCCD Logo on all promotional materials Term: 4/22/2017 - 4/22/2017 Funding Source: General Funds	Chancellor/SBCCD	\$1,000.00
San Bernardino City USD	(14940) Program participation agreement for "Coalition on Adult Basic Education" conference; participating members to receive funds to offset cost as part of AB104 project Term: 4/2/2017 - 6/30/2017 Funding Source: Adult Ed (AEBG) Grant	Mathematics/SBVC	\$4,800.00
San Bernardino City USD	(14992) San Bernardino Valley College to serve as work study site for San Bernardino City Unified School District's special education students; no cost to SBCCD Term: 7/1/2017 - 6/30/2022 Funding Source: N/A	DSP&S/SBVC	
San Bernardino County Superintendent of Schools	(14807) Participation agreement in nutrition education program for students and parents receiving services from SBVC Child Development Center; no cost to SBCCD Term: 10/1/2016 - 9/30/2019 Funding Source: N/A	Child Care Center/SBVC	

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
SBVC - Spotlighting Our Success	(15079) Full page advertisement in "Spotlighting Our Success" program Term: 5/12/2017 - 5/12/2017 Funding Source: General Funds	Chancellor/SBCCD	\$300.00
Shred-It	(14911) Off-site purge shredding at SBVC warehouse Term: 4/1/2017 - 6/30/2017 Funding Source: General Funds	Administrative Services/SBVC	\$639.37
Signature Party Rentals	(14914) Rental of stage equipment and canopies for SBVC 2017 Commencement Term: 5/26/2017 - 5/26/2017 Funding Source: General Funds	Student Life/SBVC	\$24,804.58
Spectrum Reach	(14949) TV advertising to promote enrollment at SBVC Term: 5/12/2017 - 7/31/2017 Funding Source: General Funds	Marketing/SBCCD	\$20,000.00
Starbucks Coffee Company	(14975) License: Right to sell Starbucks food services products; includes the purchase and use of Starbucks approved equipment Term: 4/17/2017 - 6/30/2019 Funding Source: Sun Room Revenue	Culinary Arts/SBVC	\$30,000.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Sun Badge Company	(14961) On demand services for cleaning of SBCCD Police Officers badges Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	District Police/SBCCD	\$500.00
SynED	(15062) Provide a market analysis and assessment for a multi-college cloud based virtual lab service; funded through ICT/Digital Media Grant Term: 4/17/2017 - 6/30/2017 Funding Source: State Grant	PDC/SBCCD	\$30,000.00
Time and Alarm Systems	(14933) Replace fire alarm panel at SBVC Library; includes all hardware, electrical and devices needed Term: 4/17/2017 - 6/30/2017 Funding Source: General Funds	Maintenance/SBVC	\$6,350.00
Trophy House	(14913) Production of 28 medals with neck ribbon and engraving and 1 President's Award Term: 3/31/2017 - 5/19/2017 Funding Source: General Funds	President/SBVC	\$510.10
Trophy House	(14912) Production of a recognition award with brass engraving Term: 3/31/2017 - 4/30/2017 Funding Source: General Funds	President/CHC	\$53.89

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
United Site Services, Inc.	(14916) Rental of 9 portable restrooms and 1 ADA accessible portable restroom for SBVC 2017 Graduation Term: 5/25/2017 - 5/30/2017 Funding Source: General Funds	Student Life/SBVC	\$1,214.77
University of Texas-Austin, The	(14907) Participation in the college survey agreement and allow review of other community college survey data Term: 4/1/2017 - 6/30/2017 Funding Source: General Funds	Research & Planning/CHC	\$7,850.00
Vislink Integrated Microwave Technology, LLC	(15068) Install microwave replacement parts on media tower Term: 4/24/2017 - 6/30/2017 Funding Source: KVCR - Foundation	TV/KVCR	\$11,660.00
Wilbur's Power Equipment	(14991) Repairs of Yamaha generator Term: 4/17/2017 - 6/30/2017 Funding Source: Strong Workforce Program	Fire Technology/CHC	\$207.03
Wirz & Company	(14917) Production of 500 24x18 yard signs to promote CHC programs Term: 4/10/2017 - 6/30/2017 Funding Source: General Funds	Marketing/CHC	\$2,358.11

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Yucaipa Community Foundation	(14900) Full page advertisement of CHC programs in the Yucaipa Community Foundation Fundraising Gala Program Term: 4/1/2017 - 4/1/2017 Funding Source: General Funds	Marketing/CHC	\$500.00
Yucaipa Valley Chamber of Commerce	(14882) Advertisement at the Yucaipa Valley Chamber of Commerce 25th Annual Luncheon Term: 4/13/2017 - 4/13/2017 Funding Source: General Funds	Marketing/CHC	\$500.00
Yucaipa, City of	(15059) Rental of 7th Street swimming pool for rescue activities for lifeguard courses Term: 4/27/2017 - 4/27/2017 Funding Source: General Funds	Aquatics/CHC	\$192.00
Zumba Fitness	(15066) Zumba copyright licensing for CHC to offer Zumba course as part of the Physical Education program Term: 7/1/2016 - 6/30/2017 Funding Source: General Funds	Physical Education/CHC	\$419.40
<i>SubTotal for General: 96</i>			<i>\$1,962,909.02</i>

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Income - Broadcast licensing</u>			
A & R Tarpaulins	(14970) Underwriter agreement for programs running from 5 a.m. to 7 p.m. Tuesdays through Fridays Term: 4/1/2017 - 1/31/2018 Funding Source: N/A	KVCR/KVCR	\$10,200.00
<i>SubTotal for Income - Broadcast licensing: 1</i>			<i>\$10,200.00</i>
<u>Income - Contract Ed</u>			
California, State of, EDD	(15046) Contract Education for Anorade-Raya, Hugo E. Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$8,500.00
California, State of, EDD	(15022) Contract Education for Antunez, Jose Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15026) Contract Education for Avelar, Francisco Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15045) Contract Education for Barocio, Alfredo J. Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$8,500.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Income - Contract Ed</u>			
California, State of, EDD	(15034) Contract Education for Beltran, Armando Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15030) Contract Education for Campos, Alejandro Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15024) Contract Education for Canela, Emigdio Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15031) Contract Education for Chavez, Jorge Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15033) Contract Education for Corona, Fabian Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15049) Contract Education for Dallatorre, Aaron Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$8,500.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Income - Contract Ed</u>			
California, State of, EDD	(15023) Contract Education for De LA Rosa, Barriga Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15025) Contract Education for Escobedo, Lidio Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15014) Contract Education for Ferrer, Luis Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15021) Contract Education for Fuentes, Johnny Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15027) Contract Education for Gonzalez, Cesar Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15020) Contract Education for Gutierrez, Juan Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Income - Contract Ed</u>			
California, State of, EDD	(15044) Contract Education for Herrera, Rafael Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$8,500.00
California, State of, EDD	(15019) Contract Education for Luis, Santiago Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15041) Contract Education for Luna, Oscar Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$8,500.00
California, State of, EDD	(15042) Contract Education for Marrero, Juan C. Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$8,500.00
California, State of, EDD	(15043) Contract Education for Marrero, Juan C. Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$8,500.00
California, State of, EDD	(15018) Contract Education for Martinez, Guadalupe J. Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15048) Contract Education for McCutcheon, Dahl Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$8,500.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Income - Contract Ed</u>			
California, State of, EDD	(15017) Contract Education for Mejia, Pablo Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15039) Contract Education for Mejia-Bernabel, Numas Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$8,500.00
California, State of, EDD	(15047) Contract Education for Mendoza-Espinoza, Adolfo Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$8,500.00
California, State of, EDD	(15032) Contract Education for Rivera, Jose F. Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15028) Contract Education for Solorzano, Feliciano Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15016) Contract Education for Torres, Jose Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
California, State of, EDD	(15029) Contract Education for Vargas, Salomon Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<i><u>Income - Contract Ed</u></i>			
California, State of, EDD	(15038) Contract Education for Veliz, Wilson Term: 4/3/2017 - 11/29/2017 Funding Source: N/A	PDC/SBCCD	\$10,500.00
Phenix Technologies, Inc.	(14926) Provide professional development training to contractor's employees Term: 7/1/2016 - 6/30/2017 Funding Source: N/A	PDC/SBCCD	\$10,000.00
<i>SubTotal for Income - Contract Ed: 32</i>			<i>\$315,500.00</i>
<i><u>Income - Facilities Use</u></i>			
Burk, Caitlin Mae	(15072) Use of pool for filming of interviews, swim practices and underwater footage of members of the Masters Swim Team Term: 4/30/2017 - 5/2/2017 Funding Source: N/A	Pool/CHC	\$414.04
Redlands USD	(14928) Use of pool for team practice Term: 4/1/2017 - 6/30/2017 Funding Source: N/A	Pool/CHC	\$500.00
<i>SubTotal for Income - Facilities Use: 2</i>			<i>\$914.04</i>

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<i><u>Income - General</u></i>			
Yucaipa-Calimesa Joint USD	(14993) PDC to provide consulting services to contractor for inquiry-based instruction Term: 4/10/2017 - 4/13/2017 Funding Source: N/A	PDC/SBCCD	\$2,000.00
<i>SubTotal for Income - General: 1</i>			<i>\$2,000.00</i>
<i><u>Income - Underwriter</u></i>			
Madstone Productions - Lift Marketing	(15051) Underwriter agreement for KVCR-TV program "Prime-Time" and KVCR-FM program "Drive-Time" Term: 5/1/2017 - 5/22/2017 Funding Source: N/A	TV/FM/KVCR	\$5,000.00
University of California - Riverside	(15050) Underwriter agreement for KVCR programs "Morning Edition" and "All Things Considered" Term: 4/12/2017 - 6/21/2017 Funding Source: KVCR - Foundation	FM/KVCR	\$6,000.00
<i>SubTotal for Income - Underwriter: 2</i>			<i>\$11,000.00</i>
<i><u>Joint Power/Piggyback Purchase</u></i>			
CODESP - Employee Selection	(15013) Joint Powers Agreement for Employee Selection Procedures - Pre-Employment Testing Services Term: 7/1/2017 - 6/30/2018 Funding Source: Equal Employment	Human Resources/SBCCD	\$2,050.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Joint Power/Piggyback Purchase</u>			
JH Technology	(15002) CMAS 4-16-66-0062A; Leica Microsystems Inc.; maximum order limited to \$100,000 Term: 9/20/2016 - 7/31/2020 Funding Source: General Funds	Business Services/SBCCD	
Robertson Industries Inc.	(14994) CMAS 4-11-78-0003C; Playground surfacing; maximum order limited to \$100,000 Term: 3/8/2016 - 3/31/2021 Funding Source: Capital Outlay	Business Services/SBCCD	
<i>SubTotal for Joint Power/Piggyback Purchase: 3</i>			<i>\$2,050.00</i>
<u>Leases</u>			
Macerich Partnership LP, The - Inland Center Mall	(14934) Kiosk lease in the Inland Center Mall for outreach activities Term: 6/1/2017 - 5/31/2018 Funding Source: General Funds	Student Services/SBVC	\$28,100.00
<i>SubTotal for Leases: 1</i>			<i>\$28,100.00</i>
<u>Maintenance Agreement</u>			
A & A Copy Machines, Inc. DBA Pioneer Copy Machines, Co	(14876) Maintenance on four Konica Minolta Bizhub copiers; includes all parts, labor and supplies (except paper and staples) Term: 7/1/2017 - 6/30/2018 Funding Source: Braille Grant	ATPC/SBCCD	\$12,110.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Maintenance Agreement</u>			
ABM Business Machines, Inc.	(14950) Maintenance agreement for one Heavy Duty Duplo Bursting braille machine Term: 7/1/2017 - 6/30/2019 Funding Source: Braille Grant	ATPC/SBCCD	\$6,872.00
American Thermoform Corp	(14952) Maintenance on three braille embossers Term: 7/1/2017 - 6/30/2019 Funding Source: Braille Grant	ATPC/SBCCD	\$9,000.00
Kone, Inc.	(13635) On demand repairs and maintenance on elevators at CHC Science Building and New Crafton Center; this is to approve an increase in the not to exceed amount by \$4,400 due to unforeseen repairs Term: 7/1/2016 - 6/30/2021 Funding Source: General Funds	Maintenance/CHC	\$20,000.00
TriCounty Aire	(14953) Maintenance agreement for heating and cooling systems Term: 7/1/2017 - 6/30/2019 Funding Source: Braille Grant	ATPC/SBCCD	\$20,000.00
<i>SubTotal for Maintenance Agreement: 5</i>			<i>\$67,982.00</i>
<u>PO as Contract</u>			
Bob Miller Enterprises	(14996) Repair of two UV lamps Term: 4/17/2017 - 5/31/2017 Funding Source: General Funds	Geology/SBVC	\$107.75

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>PO as Contract</u>			
Boman Forklift	(15035) Repair and maintenance of Print Shop forklift Term: 4/19/2017 - 6/30/2017 Funding Source: General Funds	Print Shop/TESS	\$1,163.50
San Bernardino City USD	(14921) Printing services for the Print Shop Term: 4/1/2017 - 6/30/2017 Funding Source: General Funds	TESS/SBCCD	\$269.38
San Bernardino County Sheriff's Department	(15036) Purchase of router for police telecommunications system; installation is included Term: 4/24/2017 - 6/30/2017 Funding Source: General Funds	District Police/SBCCD	\$4,000.00
<i>SubTotal for PO as Contract: 4</i>			<i>\$5,540.63</i>
<u>Program Acquisition</u>			
Catfish Film Co Inc.	(14880) Rights to "Sailing the Master Home" as part of the Native Shorts series Term: 5/13/2017 - 5/12/2021 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$1,800.00
Maihi, Renae	(15004) Program license for "Butterfly" short film Term: 3/10/2017 - 3/9/2022 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$5,400.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Program Acquisition</u>			
Nehiyawetan 3 Productions, Inc.	(14945) Program rights for "Tansi Nehiyawetan" seasons 1-3 Term: 3/10/2017 - 3/9/2022 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$20,833.00
Ollie and Emma Productions Inc.	(14879) Rights to "Ollie and Emma" Shorts Series Season 1 Term: 6/7/2017 - 6/6/2022 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$4,400.00
<i>SubTotal for Program Acquisition: 4</i>			<i>\$32,433.00</i>
<u>Rescinded/Cancelled</u>			
Foreman, Becky	(14364) Facilitation of a two hour AB86 Executive Committee Meeting Term: 5/26/2017 - 5/26/2017 Funding Source: AB86 Adult Consortium	Mathematics/SBVC	(\$300.00)
Giant Angstrom Partners, LLC	(13624) Develop and write a grant application/proposal for Title III HSI STEM and Articulation: this is to approve the termination of the contract and reduction of amount to be paid to \$3,000 from \$15,500.00 Term: 7/15/2016 - 4/24/2017 Funding Source: General Funds	Research & Planning/SBVC	(\$12,500.00)

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Rescinded/Cancelled</u>			
IBM Corporation	(14252) Software subscription for "IBM SPSS"; online statistical authorized user license for analyzing student data Term: 9/7/2016 - 9/30/2017 Funding Source: Student Equity	First Year/SBVC	(\$2,372.00)
<i>SubTotal for Rescinded/Cancelled: 3</i>			<i>(\$15,172.00)</i>
<u>Small Scale Construction</u>			
Couts Heating & Cooling, Inc.	(14978) Sand Blasting and coating of Cooling Tower #1 for the Central Plant Term: 3/15/2017 - 6/30/2017 Funding Source: Capital Outlay	Facilities Planning/SBCCD	\$30,149.00
Geotechniques	(14987) Infiltration testing of the existing permeable base course at the SBVC Athletic Field as part of the artificial turf project Term: 4/17/2017 - 6/30/2017 Funding Source: Capital Outlay	Facilities Planning/SBCCD	\$3,000.00
Robertson Industries Inc.	(14995) Resurfacing of playground area at SBVC Child Care Center Term: 4/17/2017 - 6/30/2017 Funding Source: Capital Outlay	Facilities Planning/SBCCD	\$92,308.25
<i>SubTotal for Small Scale Construction: 3</i>			<i>\$125,457.25</i>

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Software/Online Services</u>			
AcademicWorks, Inc	(15073) Software license for "AcademicWorks Scholarship Management" system for both SBVC and CHC Term: 3/1/2017 - 2/28/2018 Funding Source: General Funds	Foundation/SBVC/CHC	\$9,450.00
ALLDATA	(14908) Software subscription for "Ease, Alldata, and Indentifx" for students to look up automotive data; funded through State Referee Program Term: 3/11/2017 - 3/10/2018 Funding Source: State Grant	Technical Training/SBVC	\$1,053.00
Career Communications Inc.	(14935) Software license for "Virtual Career Library' for one year Term: 4/1/2017 - 3/31/2018 Funding Source: General Funds	Student Services/CHC	\$950.00
College Board, The	(14976) Accuplacer test units for online assessments for new students Term: 4/17/2017 - 6/30/2017 Funding Source: Matriculation	Counseling/CHC	\$9,750.00
Dell Computer Company	(14997) Software maintenance for VMware virtual environment; software upgrades and technical support Term: 4/4/2017 - 4/3/2020 Funding Source: General Funds	Campus Tech/CHC	\$18,458.88

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Software/Online Services</u>			
Dugsdale and Kibbey Consulting	(14946) Software license for "Green Globes" used for online mathematical courses Term: 4/10/2017 - 6/30/2017 Funding Source: Basic Skills	Mathematics/CHC	\$215.00
EDU Business Solutions	(14951) Software subscription for Print Shop Pro support Term: 3/29/2017 - 3/28/2018 Funding Source: General Funds	Print Shop/TESS	\$3,920.00
Eureka	(15071) Site license for Eureka software; a career information system Term: 9/1/2017 - 8/31/2018 Funding Source: General Funds	Counseling/CHC	\$1,179.86
Foundation for California Community Colleges	(14969) Site software license for ESRI Software for visualizing data Term: 7/1/2017 - 6/30/2018 Funding Source: Block Grant	Campus Tech/SBVC	\$2,000.00
IBM Corporation	(14888) Software subscription for "IBM SPSS"; online statistical analysis Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Technology Services/SBVC	\$6,976.80

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u><i>Software/Online Services</i></u>			
I-Car	(14918) Software license for PDP-EE - online access for technical training to students entering the collision repair field; funded through the State Referee Program Term: 7/1/2016 - 6/30/2017 Funding Source: State Grant	Technical Training/SBVC	\$1,100.00
IDM Computer Solutions	(15055) Software license for "IDM All Access" used for troubleshooting and debugging computer related issues Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	TESS/SBCCD	\$319.60
Ipswitch, Inc.	(14964) Software maintenance agreement for "What's Up Gold" software used to monitor network activities Term: 5/8/2017 - 5/7/2018 Funding Source: General Funds	TESS/SBCCD	\$2,569.60
Lexmark Enterprises Software	(15057) Annual license renewal for ImageNow Term: 9/1/2017 - 8/31/2018 Funding Source: General Funds	TESS/SBCCD	\$72,057.77
Lexmark Enterprises Software	(14923) One time licensing fee for CaptureNow Term: 5/1/2017 - 6/30/2017 Funding Source: General Funds	DSP&S/SBVC	\$1,848.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Software/Online Services</u>			
OMT Technologies	(14972) Software support renewal for "iMedia Logger" Term: 2/1/2017 - 1/31/2018 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$200.00
PerkinElmer Informatics, Inc.	(14889) Software license for "Chemdraw" which allows faculty to create chemical models for exams and presentations Term: 3/22/2017 - 6/30/2017 Funding Source: General Funds	Technology Services/SBVC	\$5,280.00
PicMonkey	(15053) Software licensing for photo editing and graphic designing Term: 4/20/2017 - 4/19/2018 Funding Source: EDCT - Foundation	PDC/SBCCD	\$51.59
Prep Talk, Inc.	(11720) Provide webcasting platform online counseling tool; this is to approve the corrections in term dates and to show the total value of the contract for all four years Term: 6/15/2015 - 6/14/2019 Funding Source: Matriculation	Counseling/CHC	\$18,000.00
Surveymonkey.com	(15075) Online annual subscription for survey services Term: 3/4/2017 - 3/3/2018 Funding Source: General Funds	Chancellor/SBCCD	\$228.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Software/Online Services</u>			
TechSmith	(14896) Maintenance agreement renewal for Camtasia and SnagIt software used to allow faculty and staff the ability to record and share videos Term: 5/18/2017 - 5/17/2020 Funding Source: General Funds	TESS/SBCCD	\$557.80
Vericite, LLC	(15056) Software subscription for "Vericite Plagiarism" used to help faculty evaluate students work Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	TESS/SBCCD	\$12,921.30
VFO dba Freedom Scientific BLV Group, LLC	(15064) Software licensing for "ZoomText" used to make objects on the computer larger Term: 4/17/2017 - 6/30/2017 Funding Source: General Funds	TESS/SBCCD	\$4,863.75
<i>SubTotal for Software/Online Services: 23</i>			<i>\$173,950.95</i>
<i>Grand Total Contracts for Board Date 5/11/2017: 193</i>			

Routine Contracts - Summary

Scheduled Board Meeting 05/11/2017

EXPENSES

Category	Number of Contracts	Contract Value
<u>Art Exhibition Loan Agreement</u>	6	\$0.00
<u>Bond Measure Funded</u>	2	\$9,935.00
<u>Broadcast Rights</u>	2	\$0.00
<u>Calworks Workstudy</u>	2	\$7,528.00
<u>Clinicals</u>	1	\$0.00
<u>General</u>	97	\$1,964,516.30
<u>Joint Power/Piggyback</u>	3	\$2,050.00
<u>Leases</u>	1	\$28,100.00
<u>Maintenance Agreement</u>	5	\$67,982.00
<u>PO as Contract</u>	4	\$5,540.63
<u>Program Acquisition</u>	4	\$32,433.00
<u>Rescinded/Canceled</u>	3	(\$15,172.00)
<u>Small Scale Construction</u>	3	\$125,457.25
<u>Software/Online Services</u>	23	\$173,950.95
	156	

Total Expenses \$2,402,321.13

INCOME

Category	Number of Contracts	Contract Value
<u>Income - Broadcast Rights</u>	1	\$10,200.00
<u>Income - Contract Ed</u>	32	\$315,500.00
<u>Income - Facilities Use</u>	2	\$914.04
<u>Income - General</u>	1	\$2,000.00
<u>Income - Underwriter</u>	2	\$11,000.00
	38	
		Total Income <u><u>\$13,914.04</u></u>
Total Number of Contracts	<u><u>194</u></u>	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: May 11, 2017
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 174580 - 175300 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 2016/2017 budget.

PO#	Vendor Name	Purchase Order Description	Amount
174593	REVOLVING CASH	Athletic Entry Fees	750
174589	MILT WRIGHT & ASSOCIATES INC	Classroom Textbooks	80,597.00
174867	MILT WRIGHT & ASSOCIATES INC	Classroom Textbooks	2,262.75
174872	US BANK CORPORATE PMT SYSTEMS	Classroom Textbooks	999
174896	US BANK CORPORATE PMT SYSTEMS	Conference	2,000.00
174905	US BANK CORPORATE PMT SYSTEMS	Conference	2,300.00
174868	HACU	Conference	603
174668	JAKPOR, RIASE	Conference	750
174669	ASK, LADAN	Conference	250
174787	US BANK CORPORATE PMT SYSTEMS	Conference	3,000.00
174667	JOHNSON, WALLACE	Conference	750
174878	QUINTANAR, BRITTNEE A	Conference	36.91
175047	CABRALES, JOE	Conference	34.24
175049	GARCIA, KRISTIN	Conference	26.57
174785	US BANK CORPORATE PMT SYSTEMS	Conference	50.32
174751	BARRIE, TRINETTE	Conference	383
175030	US BANK CORPORATE PMT SYSTEMS	Conference	770.88
174848	BURKE, JEFFREY	Conference	1,252.15
174629	PIERCE, LEAH	Conference	1,369.47
174670	WILSON, DONALD	Conference	750
175144	DE LA PENA, SUSANA	Conference	867.02
174883	MORENO, MARIANA	Conference	120
175171	KAKUSHKA, ZALINA	Conference	255.09
174985	US BANK CORPORATE PMT SYSTEMS	Conference	35
174761	BELL, EVA	Conference	22.47
174762	ORTA, REBECCA	Conference	30.47
174917	RODRIGUEZ, NATIVIDAD	Conference	1,094.00
175031	RODRIGUEZ, DIANA	Conference	40
174711	TAMAYO, CHRIS	Conference	46.87
174773	RODRIGUEZ, VALENTINE	Conference	63.28
174783	COLVEY, KIRSTEN	Conference	118.71
174876	CHAVIRA, REJOICE C	Conference	248.71
175151	XAYAPHANTHONG, SOUTS	Conference	163.3
174683	BJERKE, JENNIFER	Conference	138.07
174684	SOBHANIAN, SOHA	Conference	137
174685	LILLARD, SHERRI	Conference	137
174795	MURILLO, JOAN	Conference	137
175116	HUSTON, CELIA	Conference	141.22
174884	LUNA, EVELYN	Conference	140
174819	WILSON, SHERRI	Conference	1,072.47
175028	GAINES, ASHLEY	Conference	997
175121	HONORS TRANSFER COUNCIL OF CA	Conference	580
175158	MELLO, BRANDICE	Conference	11
174659	CALIFORNIA INTERNSHIP & WORK	Conference	475
174744	CALIFORNIA INTERNSHIP & WORK	Conference	475

174745 HALABI, TARIF	Conference	475
174860 MANIAOL, ALBERT	Conference	2,283.00
174861 HALABI, TARIF	Conference	2,058.00
174862 CALDWELL-BETTIES, MELITA	Conference	2,058.00
175127 US BANK CORPORATE PMT SYSTEMS	Conference	178
174692 CANNON, JUDY	Conference	1,400.00
174900 US BANK CORPORATE PMT SYSTEMS	Conference	338
174901 SHABAZZ, RICKY	Conference	52
175082 US BANK CORPORATE PMT SYSTEMS	Conference	75
174812 WRIGHT, MICAH	Conference	2,000.00
175283 HARRIS, KASHAUNDA	Conference	366.75
175149 ORTA, REBECCA	Conference	12.2
175150 BELL, EVA	Conference	12.2
174600 LOERA, ERNIE	Conference	70
174601 FOUNDATION FOR CALIFORNIA COMM	Conference	250
175060 QUEEN BEAN CAFFE	Conference	123.75
175083 BRIGGS, STEPHANIE	Conference	26.43
175125 DIXON, KAREN	Conference	998.29
174758 O'SHAUGHNESSY, VONDA	Conference	1,063.00
174881 MORENO, MARIANA	Conference	940
174947 COMMUNITY COLLEGE LEAGUE	Conference	550
174949 US BANK CORPORATE PMT SYSTEMS	Conference	527.82
174950 BRATULIN, PAUL	Conference	53.29
175233 HOFFMANN, DONNA	Conference	100
175257 US BANK CORPORATE PMT SYSTEMS	Conference	525
174681 WILLIAMS, MARK	Conference	750
174984 CROWNE PLAZA SAN DIEGO	Conference	5,931.24
175089 ZINN, WENDY	Conference	3,864.00
174599 HILL, MONIQUE	Conference	120
174980 HALLEX, ALICIA	Conference	111.85
175221 RODRIGUEZ, VALENTINE	Conference	48
175044 STYTLE, TIMOTHY	Conference	1,500.00
175045 WALKER, JAMES	Conference	1,500.00
174645 WILKINS, JANICE	Conference	879.73
174672 JENNINGS, AMY	Conference	750
175222 RODRIGUEZ, VALENTINE	Conference	48
174936 DIAL, TROY LYNN	Conference	1,061.00
174671 BJERKE, JENNIFER	Conference	529.48
175108 CHABOT-LAS POSITAS CCD	Conference	75
174698 US BANK CORPORATE PMT SYSTEMS	Conference	75
175223 RODRIGUEZ, VALENTINE	Conference	361.95
174869 BAKHIT, KHETAM	Conference	900
174871 BURNHAM, LORRIE	Conference	883
174885 LUNA, EVELYN	Conference	125
174886 LOS ANGELES COUNTY OFFICE OF	Conference	60
174924 ALMARAZ, ERIKA	Conference	625
174788 CANNON, JUDY	Conference	689

175300 US BANK CORPORATE PMT SYSTEMS	Conference	477.9
174741 CCCAOE	Conference	695
174757 BOARD OF GOVERNORS	Conference	1,100.00
175007 HALLEX, ALICIA	Conference	129.35
175012 MILLIGAN, MARTY	Conference	129.35
175017 CONTRERAS, MONICA	Conference	129.35
175055 HOEHN, MARISELA	Conference	29.04
175056 BOGH, DEBRA	Conference	29.04
175057 XAYAPHANTHONG, SOUTS	Conference	29.04
175058 VASQUEZ, VIOLETA	Conference	29.04
175059 STERNARD, EVAN	Conference	29.04
175061 RIVERA, ERNESTO	Conference	29.04
175062 QUINTANAR, BRITTNEE A	Conference	29.04
175063 MORENO, MARIANA	Conference	29.04
175064 MELLO, BRANDICE	Conference	29.04
175065 MARTIN, LISA	Conference	29.04
175156 WILSON, DEBBIE	Conference	139.04
175005 MORENO, MARIANA	Conference	48
174793 BIRKFELD, KEITH	Conference	1,800.00
174794 POWERS, YVONNE	Conference	1,800.00
174808 HACU	Conference	603
174809 HOLLAND, BENJAMIN	Conference	2,000.00
174846 COOPER, RALPH	Conference	1,800.00
174847 LAGRIMAS, MARK	Conference	788
175038 KHADJENOURY, SAHAR	Conference	1,800.00
174705 US BANK CORPORATE PMT SYSTEMS	Conference	1,565.00
174706 US BANK CORPORATE PMT SYSTEMS	Conference	224
175241 SHABAZZ, RICKY	Conference	167.36
175242 US BANK CORPORATE PMT SYSTEMS	Conference	247.96
174678 PLEMONS, JUSTINE	Conference	149
174679 MOODY, AMANDA	Conference	149
174688 SKILLPATH SEMINARS	Conference	556
174700 CHILDERS, KAREN	Conference	48
174707 US BANK CORPORATE PMT SYSTEMS	Conference	1,231.00
174708 US BANK CORPORATE PMT SYSTEMS	Conference	310
174738 PANG, SONJA	Conference	48
174739 SOLORIO, ANNA	Conference	48
174716 WORD, DANIEL	Conference	1,622.50
174938 ATEN, DAVID	Conference	649.23
174717 GREEN, LAURIE	Conference	1,582.53
174894 CASBO EASTERN SECTION	Conference	182.1
174895 CASBO EASTERN SECTION	Conference	182.1
174665 US BANK CORPORATE PMT SYSTEMS	Conference	580
174820 ALLEN, DENISE	Conference	1,225.00
174821 MCCONNELL, MARK	Conference	1,225.00
174822 US BANK CORPORATE PMT SYSTEMS	Conference	1,225.00
175243 ACOSTA, JHOANN	Conference	650

175299 ORNELAS, MATTHEW	Conference	650
174592 SKILLPATH SEMINARS	Conference	359
174594 BOOKER-GUANTES, ANDREA	Conference	318.94
174595 GONZALES, MARGARET	Conference	232.74
174652 SKILLPATH SEMINARS	Conference	359
174759 SMITH, MARY C	Conference	600
175224 RODRIGUEZ, VALENTINE	Conference	563.9
174590 RODRIGUEZ, VALENTINE	Conference	50
174591 QUACH, PATRICIA	Conference	50
174603 O'SHAUGHNESSY, VONDA	Conference	50
174604 ANDERSON, JONATHAN	Conference	50
175249 ACADEMIC SENATE, THE	Conference	540
174676 US BANK CORPORATE PMT SYSTEMS	Conference	810
174774 ROJAS, DANIEL	Conference	1,062.00
175225 RODRIGUEZ, VALENTINE	Conference	361.95
174713 GAMBOA, BENJAMIN	Conference	750
174824 US BANK CORPORATE PMT SYSTEMS	Conference	1,250.00
174997 BOJORQUEZ, ANA	Conference	719.36
174960 CCLC	Conference	1,815.00
175135 COLLEGE SOURCE INC	Conference	849
175136 ULLOA, JULIE	Conference	1,417.99
175137 MOLINA, LINDA	Conference	2,164.00
175139 IM, SOPHIN	Conference	1,316.00
175141 SILVA, STEVEN	Conference	1,316.00
175142 COLLEGE SOURCE INC	Conference	2,547.00
174673 PIRES, ROMANA	Conference	323.14
174760 COLLEGE SOURCE INC	Conference	849
174898 SANFORD, CONCEPCION	Conference	500
174948 TINOCO, MICHELLE	Conference	1,146.46
175006 PALOMAR COLLEGE-TTIP SOUTH	Conference	275
175035 NOTARANGELO, JOSEPH	Conference	902.94
175037 PIRES, ROMANA	Conference	733.41
174775 BRIGGS, STEPHANIE	Conference	606.61
175153 US BANK CORPORATE PMT SYSTEMS	Conference	275
175238 SAN BERNARDINO COUNTY SHERIFF	Conference	200
175269 BARRIE, TRINETTE	Conference	1,760.00
174587 YARBROUGH, KAY DEE	Conference	250
174588 HILTON PORTLAND & EXECUTIVE	Conference	839.38
174875 YAMAMOTO, JUNE	Conference	254
174928 BLANQUET, FRANCISCO	Conference	58.64
175130 GREGORY, LESLIE	Conference	71.41
175129 GREGORY, LESLIE	Conference	94.41
174623 STATE OF CALIF	Dues & Memberships	450
174628 3C4A	Dues & Memberships	125
174834 CAADE	Dues & Memberships	300
174987 APPA	Dues & Memberships	678
174626 SIGMANET INC	Equipment	1,793.39

174644 BASCO	Equipment	1,684.47
174648 HOME DEPOT, THE	Equipment	853.99
174655 VIBRALIGN INC	Equipment	1,850.20
174664 HUBERT COMPANY LLC	Equipment	9,024.10
174675 US BANK CORPORATE PMT SYSTEMS	Equipment	2,078.00
174686 GASTON DESIGN	Equipment	2,408.56
174691 RIDDELL/ALL AMERICAN SPORTS	Equipment	1,514.96
174693 FERGUSON ENTERPRISES #1071	Equipment	16,662.31
174702 US BANK CORPORATE PMT SYSTEMS	Equipment	706.5
174709 GRAINGER INC, W W	Equipment	4,502.87
174731 CLARK SECURITY PRODUCTS	Equipment	11,254.51
174732 DAN'S LAWNMOWER CENTER	Equipment	8,149.42
174777 US BANK CORPORATE PMT SYSTEMS	Equipment	234.96
174796 HEALTH CARE LOGISTICS	Equipment	5,658.00
174802 STAPLES	Equipment	1,161.22
174806 MYBINDING.COM	Equipment	1,407.16
174833 YUCAIPA TRAILERS	Equipment	6,747.44
174840 GREAT SPORTS INC	Equipment	2,434.95
174841 BOUND TREE MEDICAL	Equipment	2,795.29
174845 STAPLES	Equipment	693.65
174849 DRAEGER SAFETY INC	Equipment	11,528.71
174863 CLAY-KING.COM INC	Equipment	823.3
174866 L N CURTIS & SONS	Equipment	10,505.63
174874 GENUINE AUTO PARTS	Equipment	2,424.30
174879 WORLDWIDE SPORT SUPPLY	Equipment	2,457.35
174912 NEWARK CORPORATION	Equipment	9,811.57
174913 PASCO SCIENTIFIC	Equipment	1,160.76
174925 FLINN SCIENTIFIC INC	Equipment	958.21
174939 EDUCATIONAL MAPS & GLOBES	Equipment	6,341.75
174952 MANSION SCHOOLS	Equipment	9,915.16
174991 SCHOOL OUTFITTERS	Equipment	1,064.51
174994 EDVOTEK INC	Equipment	1,386.75
174996 BIO-RAD LABORATORIES	Equipment	2,189.05
174998 TELEFLEX	Equipment	896.92
175024 CALIFORNIA TOOL & WELDING SPLY	Equipment	686.19
175033 STAPLES	Equipment	1,225.40
175050 GENUINE AUTO PARTS	Equipment	786.55
175071 BMI SUPPLY	Equipment	34,999.44
175073 MPM PRODUCTS INC	Equipment	1,358.73
175078 ULINE	Equipment	307.09
175081 FIBEROPTIC.COM	Equipment	30,046.76
175093 STAPLES	Equipment	12,906.86
175101 ANTHEM SPORTS	Equipment	746.51
175105 AWESOME BLINDS & SHUTTERS INC	Equipment	17,243.22
175161 WORTHINGTON DIRECT	Equipment	6,494.93
175162 STARBUCKS COFFEE COMPANY	Equipment	14,805.72
175164 SCHOOL OUTFITTERS	Equipment	4,635.75

175167 PENN TOOL CO INC	Equipment	23,514.75
175177 G/M BUSINESS INTERIORS	Equipment	1,101.27
175180 DISH FACTORY INC, THE	Equipment	1,400.75
175209 GOLF CARS OF RIVERSIDE	Equipment	3,616.92
175212 G/M BUSINESS INTERIORS	Equipment	225,418.57
175274 CALIFORNIA TOOL & WELDING SPLY	Equipment	382.51
175280 GENUINE AUTO PARTS	Equipment	1,204.09
174695 SOUTHERN CALIFORNIA GAS CO	Gas Utilities	40,270.01
174586 CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	697.23
174610 VWR INTERNATIONAL DBA	Instructional Supplies	220.46
174614 CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	806.06
174615 FORESTRY SUPPLIERS INC	Instructional Supplies	786.51
174616 HERBARIUM SUPPLY COMPANY	Instructional Supplies	631.56
174617 WARD'S NATURAL SCIENCE EST INC	Instructional Supplies	138.89
174619 L N CURTIS & SONS	Instructional Supplies	897.34
174620 BIOQUIP PRODUCTS	Instructional Supplies	206.14
174638 FLINN SCIENTIFIC INC	Instructional Supplies	247.72
174643 PHENIX TECHNOLOGIES INC	Instructional Supplies	1,712.26
174650 AIRCRAFT SPRUCE & SPECIALTY	Instructional Supplies	632.2
174651 GLOVE NATION	Instructional Supplies	2,365.75
174653 NAPA AUTO PARTS	Instructional Supplies	1,559.94
174654 CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	1,706.53
174661 L N CURTIS & SONS	Instructional Supplies	446.08
174680 US PLASTICS	Instructional Supplies	172.13
174682 HUBERT COMPANY LLC	Instructional Supplies	23,352.77
174735 BIO-RAD LABORATORIES	Instructional Supplies	679.64
174737 HOME DEPOT, THE	Instructional Supplies	582.67
174742 VASQUEZ, TATIANA	Instructional Supplies	483.19
174789 DISH FACTORY INC, THE	Instructional Supplies	434.41
174797 MEDI-DOSE INC	Instructional Supplies	1,076.07
174801 BIO-RAD LABORATORIES	Instructional Supplies	422.9
174805 FLINN SCIENTIFIC INC	Instructional Supplies	345.38
174816 STAPLES	Instructional Supplies	765.1
174854 STAPLES	Instructional Supplies	551.05
174864 SAN BERNARDINO COUNTY FIRE DEP	Instructional Supplies	5,533.60
174865 L N CURTIS & SONS	Instructional Supplies	12,024.90
174873 ORTIZ, FRANK	Instructional Supplies	62.56
174877 MCMASTER-CARR SUPPLY CO	Instructional Supplies	5,697.08
174910 MARLIN P JONES & ASSOC INC	Instructional Supplies	732.67
174911 MF ATHLETIC	Instructional Supplies	606.07
174916 CARDIAC DIRECT	Instructional Supplies	301.82
174935 HOUGHTON MIFFLIN HARCOURT	Instructional Supplies	2,826.22
174953 NAPA AUTO PARTS	Instructional Supplies	678.82
174954 DICK BLICK	Instructional Supplies	298.2
174978 PLAY WITH A PURPOSE	Instructional Supplies	3,977.90
174995 TRI-ANIM HEALTH SERVICES	Instructional Supplies	3,092.55
175002 UNITED MFRS SUPPLIES INC	Instructional Supplies	61.28

175009 CALIFORNIA TOOL & WELDING SPLY	Instructional Supplies	357.1
175010 STAPLES	Instructional Supplies	206.63
175013 PEARSON ASSESSMENT	Instructional Supplies	1,509.30
175015 GRAINGER INC, W W	Instructional Supplies	292.11
175025 FERRELLGAS LP	Instructional Supplies	105.57
175026 CALIFORNIA TOOL & WELDING SPLY	Instructional Supplies	4,930.18
175036 GENUINE AUTO PARTS	Instructional Supplies	2,873.27
175041 STAPLES	Instructional Supplies	280.23
175052 FLINN SCIENTIFIC INC	Instructional Supplies	1,885.89
175053 HARBOR FREIGHT TOOLS CO	Instructional Supplies	254.52
175072 MPM PRODUCTS INC	Instructional Supplies	1,518.23
175079 MCMASTER-CARR SUPPLY CO	Instructional Supplies	1,508.34
175088 RELIABLE SOURCE INC	Instructional Supplies	6,428.02
175090 AIRCRAFT SPRUCE & SPECIALTY	Instructional Supplies	1,073.15
175152 VASQUEZ, TATIANA	Instructional Supplies	541.93
175174 GRAINGER INC, W W	Instructional Supplies	944.53
175175 GRAINGER INC	Instructional Supplies	570.4
175178 FLINN SCIENTIFIC INC	Instructional Supplies	41.5
175179 FISHER SCIENTIFIC	Instructional Supplies	119.74
175181 BIO-RAD LABORATORIES	Instructional Supplies	356.87
175182 BIO QUIP PRODUCTS	Instructional Supplies	82.39
175191 SWIMOUTLET.COM	Instructional Supplies	808.81
175211 LINCOLN ELECTRIC COMPANY, THE	Instructional Supplies	5,122.00
175215 JOHNSON, COREY	Instructional Supplies	120.13
175227 CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	426.12
175229 QUARK ENTERPRISES	Instructional Supplies	2,604.87
175230 VERNIER SOFTWARE	Instructional Supplies	2,083.38
175232 FLINN SCIENTIFIC INC	Instructional Supplies	241.04
175234 ULINE	Instructional Supplies	1,187.42
175236 DISCOUNT SCHOOL SUPPLY	Instructional Supplies	40.82
175237 LAKESHORE LEARNING MATERIALS	Instructional Supplies	59.24
175239 FLINN SCIENTIFIC INC	Instructional Supplies	211.71
175250 ULINE	Instructional Supplies	60.15
175252 AARDVARK CLAY & SUPPLIES	Instructional Supplies	906.87
175253 SCANTRON CORPORATION	Instructional Supplies	293.08
175264 DICK BLICK	Instructional Supplies	487.11
175268 CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	1,357.89
175273 HARDY DIAGNOSTICS	Instructional Supplies	1,863.54
175275 B&H PHOTO VIDEO	Instructional Supplies	61.32
175276 BMI SUPPLY	Instructional Supplies	3,089.89
175277 FISHER SCIENTIFIC	Instructional Supplies	4,455.82
175278 GLOVE NATION	Instructional Supplies	2,483.25
175281 J.W. PEPPER & SON INC	Instructional Supplies	3,735.94
175282 LAGUNA CLAY CO	Instructional Supplies	1,485.91
175284 SBVC BOOKSTORE	Instructional Supplies	500
175287 GENUINE AUTO PARTS	Instructional Supplies	3,344.23
175000 US BANK CORPORATE PMT SYSTEMS	Instructional Supplies	128

174596 DIGITAL NETWORKS GROUP INC	IT Equipment	8,268.62
174624 DELL COMPUTER COMPANY	IT Equipment	14,333.41
174636 DIGITAL NETWORKS GROUP INC	IT Equipment	15,607.26
174637 DIGITAL NETWORKS GROUP INC	IT Equipment	12,579.46
174755 APPLE COMPUTER INC	IT Equipment	1,040.86
174782 B&H PHOTO VIDEO	IT Equipment	1,425.48
174807 CHARGETECH ENTERPRISES LLC	IT Equipment	4,784.10
174811 AVI SPL	IT Equipment	19,117.93
174813 APPLE COMPUTER INC	IT Equipment	870.62
174843 STEPCRAFT	IT Equipment	3,752.06
174851 APPLE COMPUTER INC	IT Equipment	9,884.79
174857 DELL COMPUTER COMPANY	IT Equipment	3,776.01
174870 DELL COMPUTER COMPANY	IT Equipment	42,102.80
174889 CDW GOVERNMENT INC	IT Equipment	8,080.50
174914 CDW GOVERNMENT INC	IT Equipment	1,157.88
174915 BEST BUY	IT Equipment	3,232.39
175074 CDW GOVERNMENT INC	IT Equipment	23,343.08
175075 US BANK CORPORATE PMT SYSTEMS	IT Equipment	1,242.35
175086 STAPLES	IT Equipment	1,446.57
175092 AVI SPL	IT Equipment	14,122.61
175094 AVI SPL	IT Equipment	4,451.59
175095 AVI SPL	IT Equipment	1,453.09
175096 AVI SPL	IT Equipment	4,205.31
175097 AVI SPL	IT Equipment	4,205.31
175098 AVI SPL	IT Equipment	7,765.38
175205 DELL COMPUTER COMPANY	IT Equipment	2,726.63
175220 DELL COMPUTER COMPANY	IT Equipment	1,427.26
174701 SBVC FOOD SERVICES	Meals & Refreshments	145.46
174712 ALLEN, DENISE	Meals & Refreshments	250
174746 SBVC FOOD SERVICES	Meals & Refreshments	79.66
174747 SBVC SUN ROOM	Meals & Refreshments	188.46
174749 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	375
174753 SBVC FOOD SERVICES	Meals & Refreshments	497.13
174765 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	50
174766 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	50
174767 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	250
174768 SBVC SUN ROOM	Meals & Refreshments	433.96
174791 ORIGINAL TACO GIRLS, THE	Meals & Refreshments	235
174818 SBVC FOOD SERVICES	Meals & Refreshments	756
174828 SBVC FOOD SERVICES	Meals & Refreshments	156.6
174830 SBVC FOOD SERVICES	Meals & Refreshments	193.49
174836 IN-N-OUT BURGER	Meals & Refreshments	4,000.00
174838 SANTOYO, LAURA ROCIO	Meals & Refreshments	3,456.00
174842 SBVC FOOD SERVICES	Meals & Refreshments	337.46
174844 STONE'S & CHIN'S CORPORATION	Meals & Refreshments	883.7
174880 SBVC FOOD SERVICES	Meals & Refreshments	346.09
174882 SBVC FOOD SERVICES	Meals & Refreshments	346.09

174888 SBVC FOOD SERVICES	Meals & Refreshments	1,763.92
174890 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	486.15
174893 QUEEN BEAN CAFFE	Meals & Refreshments	143
174903 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	200
174904 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	500
174906 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	250
174922 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	35.48
174927 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	40.76
174944 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	487.13
174965 QUEEN BEAN CAFFE	Meals & Refreshments	456.5
174970 SBVC FOOD SERVICES	Meals & Refreshments	342.08
175014 SBVC FOOD SERVICES	Meals & Refreshments	231.4
175016 SBVC FOOD SERVICES	Meals & Refreshments	2,417.24
175018 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	62.56
175043 COLVEY, KIRSTEN	Meals & Refreshments	64.14
175046 STATER BROS MARKETS	Meals & Refreshments	300
175048 STATER BROS MARKETS	Meals & Refreshments	400
175132 SBVC FOOD SERVICES	Meals & Refreshments	499.99
175134 SBVC FOOD SERVICES	Meals & Refreshments	387.51
175146 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	425.41
175159 STATER BROS MARKETS	Meals & Refreshments	133
175160 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	100
175208 SBVC SUN ROOM	Meals & Refreshments	256.5
175254 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	750
175255 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	862
175256 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	969.75
175279 ALFARO CATERING	Meals & Refreshments	1,000.00
174584 THAI FOOD XPRESS	Meals & Refreshments	215.5
174770 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	86
174771 BRIGGS, STEPHANIE	Meals & Refreshments	50
174800 SBVC FOOD SERVICES	Meals & Refreshments	88.16
174817 SBVC FOOD SERVICES	Meals & Refreshments	1,792.00
174850 STATER BROS MARKETS	Meals & Refreshments	300
174891 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	353.65
174892 STATER BROS MARKETS	Meals & Refreshments	400
174899 SBVC SUN ROOM	Meals & Refreshments	662.58
174946 SBVC SUN ROOM	Meals & Refreshments	351
174974 STATER BROS MARKETS	Meals & Refreshments	500
175003 MORENO, MARIANA	Meals & Refreshments	50
175004 MORENO, MARIANA	Meals & Refreshments	210
175019 SBVC FOOD SERVICES	Meals & Refreshments	156.6
175021 NIKAC, STACEY	Meals & Refreshments	11.99
175131 QUEEN BEAN CAFFE	Meals & Refreshments	953.25
175133 SBVC FOOD SERVICES	Meals & Refreshments	107.2
175143 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	60
175145 VALDEZ, MARIA	Meals & Refreshments	68
175154 QUEEN BEAN CAFFE	Meals & Refreshments	300

175155 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	500
175157 SBVC FOOD SERVICES	Meals & Refreshments	496.51
175235 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	45.2
175099 US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	200
174926 SBVC FOOD SERVICES	Meals & Refreshments	239.5
175240 REDLEAF PRESS	Media	85.12
174585 SQUIRES LUMBER COMPANY INC	Non-Instructional Supplies	2,594.50
174612 STAPLES	Non-Instructional Supplies	629.78
174752 PRESSTEK LLC	Non-Instructional Supplies	4,000.00
174790 MOORE MEDICAL CORPORATION	Non-Instructional Supplies	872.99
175011 STAPLES	Non-Instructional Supplies	121.62
175023 ACTIVE IDEAS LLC	Non-Instructional Supplies	95.9
175034 STAPLES	Non-Instructional Supplies	924.2
174958 STAPLES	Non-Instructional Supplies	106.91
174580 HEALTH CARE LOGISTICS	Non-Instructional Supplies	599.33
174582 SBVC BOOKSTORE	Non-Instructional Supplies	200
174583 DE LA PENA, SUSANA	Non-Instructional Supplies	117.79
174597 SBVC BOOKSTORE	Non-Instructional Supplies	1,000.00
174598 STAPLES	Non-Instructional Supplies	92.33
174611 BRATULIN, PAUL	Non-Instructional Supplies	2,131.01
174642 CDW GOVERNMENT INC	Non-Instructional Supplies	5,233.63
174647 CDW GOVERNMENT INC	Non-Instructional Supplies	615.14
174656 STAPLES	Non-Instructional Supplies	410.67
174657 STAPLES	Non-Instructional Supplies	169.45
174658 INMARK/PRECISION SIGNS	Non-Instructional Supplies	34.29
174666 STAPLES	Non-Instructional Supplies	197.85
174697 WISEGARVER, LILLIAN	Non-Instructional Supplies	400
174710 STAPLES	Non-Instructional Supplies	216.94
174720 HEALTH CARE LOGISTICS	Non-Instructional Supplies	5,474.50
174734 AMERICAN BIO-SAFETY	Non-Instructional Supplies	133.34
174736 ULINE	Non-Instructional Supplies	134.19
174750 SBVC BOOKSTORE	Non-Instructional Supplies	500
174776 US BANK CORPORATE PMT SYSTEMS	Non-Instructional Supplies	399
174779 DELL COMPUTER COMPANY	Non-Instructional Supplies	839.35
174780 BMI SUPPLY	Non-Instructional Supplies	515.06
174781 STAPLES	Non-Instructional Supplies	130.58
174784 STAPLES	Non-Instructional Supplies	352.77
174799 STAPLES	Non-Instructional Supplies	839.23
174803 STAPLES	Non-Instructional Supplies	214.88
174815 STAPLES	Non-Instructional Supplies	683.12
174823 STAPLES	Non-Instructional Supplies	1,478.18
174829 SBVC BOOKSTORE	Non-Instructional Supplies	500
174831 STAPLES	Non-Instructional Supplies	783.02
174832 STAPLES	Non-Instructional Supplies	540.35
174853 CDW GOVERNMENT INC	Non-Instructional Supplies	580.13
174897 APPLE COMPUTER INC	Non-Instructional Supplies	50.94
174902 STAPLES	Non-Instructional Supplies	158.4

174907 STAPLES	Non-Instructional Supplies	629.82
174908 TASER INTERNATIONAL INC	Non-Instructional Supplies	158.23
174909 ULINE	Non-Instructional Supplies	163.68
174918 ZUNIGA, RUBY	Non-Instructional Supplies	300
174919 MANUZ, DARIAN	Non-Instructional Supplies	29.51
174920 MILLER, SARAH	Non-Instructional Supplies	40.1
174921 FLINN SCIENTIFIC INC	Non-Instructional Supplies	232.21
174934 STAPLES	Non-Instructional Supplies	1,031.73
174961 STAPLES	Non-Instructional Supplies	552.83
174964 STAPLES	Non-Instructional Supplies	207.91
174983 STAPLES	Non-Instructional Supplies	660.18
174993 WISEGARVER, LILLIAN	Non-Instructional Supplies	527.13
174999 LAKESHORE LEARNING MATERIALS	Non-Instructional Supplies	3,445.77
175008 MORENO, MARIANA	Non-Instructional Supplies	260.74
175020 STAPLES	Non-Instructional Supplies	430.94
175022 FASTSIGNS	Non-Instructional Supplies	1,963.61
175027 PHARMEDIX	Non-Instructional Supplies	1,350.46
175029 ACOSTA, JHOANN	Non-Instructional Supplies	16.14
175032 PITNEY BOWES	Non-Instructional Supplies	937.39
175039 STAPLES	Non-Instructional Supplies	116.41
175040 STAPLES	Non-Instructional Supplies	244.26
175066 CAREERPLANNER.COM	Non-Instructional Supplies	641.11
175076 STAPLES	Non-Instructional Supplies	1,547.27
175077 STAPLES	Non-Instructional Supplies	5,583.25
175080 STAPLES	Non-Instructional Supplies	209.18
175085 STAPLES	Non-Instructional Supplies	648.42
175087 STAPLES	Non-Instructional Supplies	631.75
175091 US BANK CORPORATE PMT SYSTEMS	Non-Instructional Supplies	208.05
175102 STAPLES	Non-Instructional Supplies	87.92
175103 STAPLES	Non-Instructional Supplies	779.71
175104 STAPLES	Non-Instructional Supplies	248.74
175110 STAPLES	Non-Instructional Supplies	994.15
175115 STAPLES	Non-Instructional Supplies	156.65
175118 STAPLES	Non-Instructional Supplies	463.28
175122 STAPLES	Non-Instructional Supplies	339.47
175185 ALLIED 100 LLC	Non-Instructional Supplies	332.95
175201 PASCO SCIENTIFIC	Non-Instructional Supplies	2,452.27
175204 ARBOR SCIENTIFIC	Non-Instructional Supplies	141.04
175217 STAPLES	Non-Instructional Supplies	6,587.79
175228 STAPLES	Non-Instructional Supplies	1,334.43
175231 APPLE COMPUTER INC	Non-Instructional Supplies	30.47
175244 MASON, JERRY	Non-Instructional Supplies	20
175248 WISEGARVER, LILLIAN	Non-Instructional Supplies	22.63
175259 CDW GOVERNMENT INC	Non-Instructional Supplies	1,506.88
175260 STAPLES	Non-Instructional Supplies	1,379.77
175265 ELLIOTT'S PET EMPORIUM	Non-Instructional Supplies	100
175272 SBVC BOOKSTORE	Non-Instructional Supplies	300

175285 BATTERY WAREHOUSE DIRECT.COM	Non-Instructional Supplies	325.62
175286 ALLNUTT, CAROLINE	Non-Instructional Supplies	30
174826 STAPLES	Non-Instructional Supplies	878.12
175219 STAPLES	Non-Instructional Supplies	1,258.05
174856 STAPLES	Non-Instructional Supplies	2,181.75
174937 STAPLES	Non-Instructional Supplies	1,640.81
174769 SBVC FOOD SERVICES	Operational Expenses & Fees	448
174581 REVOLVING CASH	Operational Expenses & Fees	934.1
174649 BOARD OF REGISTERED NURSING	Operational Expenses & Fees	450
174662 COMMITTEE ON ACCREDITATION	Operational Expenses & Fees	4,550.00
174663 STATE OF CALIFORNIA	Operational Expenses & Fees	27
174703 US POSTAL SERVICE	Operational Expenses & Fees	225
174722 REVOLVING CASH	Operational Expenses & Fees	1,890.00
174772 CALIFORNIA SOCIETY RESPIRATORY	Operational Expenses & Fees	3,500.00
174786 CANNON, JUDY	Operational Expenses & Fees	689
174827 WISEGARVER, LILLIAN	Operational Expenses & Fees	35
174859 JENNINGS, AMY	Operational Expenses & Fees	2,479.00
174941 ROJAS, DANIEL	Operational Expenses & Fees	150
174943 HEIBEL, TODD	Operational Expenses & Fees	250
174967 BELL, REYNALDO	Operational Expenses & Fees	150
174977 MORENO, MARIANA	Operational Expenses & Fees	810
175138 SBVC FOOD SERVICES	Operational Expenses & Fees	91
175140 SBVC FOOD SERVICES	Operational Expenses & Fees	3,095.84
175246 SBVC FOOD SERVICES	Operational Expenses & Fees	3,306.97
175247 SBVC FOOD SERVICES	Operational Expenses & Fees	1,453.14
175251 LOS AMIGOS RESTAURANT	Operational Expenses & Fees	2,449.44
174687 DIAZ, EMMA	Personal Mileage	80
174689 ZHOU, WEI	Personal Mileage	322.5
174690 ZHOU, WEI	Personal Mileage	200.52
174810 HADSOCK, HARRISON	Personal Mileage	233.26
174814 WISEGARVER, LILLIAN	Personal Mileage	160.5
174825 HUGHES, RICHARD	Personal Mileage	464.08
174887 GONZALES, AMELIA	Personal Mileage	40
174923 WISEGARVER, LILLIAN	Personal Mileage	235.5
174992 CROCFER, MICHELLE	Personal Mileage	70.73
175207 ZHOU, WEI	Personal Mileage	91.97
175042 US POSTAL SERVICE	Postage & Freight	1,500.00
174748 SBCCD PRINTING SERVICES	Printing, SBCCD	87.55
175001 SBCCD PRINTING SERVICES	Printing, SBCCD	84
175147 SBCCD PRINTING SERVICES	Printing, SBCCD	385
175289 SBCCD PRINTING SERVICES	Printing, SBCCD	99
174743 VASQUEZ, TATIANA	Reference Books	220.26
174940 FLINN SCIENTIFIC INC	Reference Books	350.45
175051 MOORE MEDICAL CORPORATION	Reference Books	52.79
175054 GALLUP ORGANIZATION	Reference Books	156.58
174778 CDW GOVERNMENT INC	Software	163.52
175263 CDW GOVERNMENT INC	Software	155.78

175100 SKEENS, KELSEA	Student Financial Aid	225
175148 BALL, JENIFER	Student Financial Aid	150
175165 RASH, DINA	Student Financial Aid	360
175166 PERAZA, RICHARD	Student Financial Aid	285
175169 MIRAMONTES, EMILY	Student Financial Aid	150
175170 MERLINO, SAMANTHA	Student Financial Aid	300
175172 HOLTHUES, BRIANNA	Student Financial Aid	275
175173 HERRON, BROOKE	Student Financial Aid	270
175266 INTERNATIONAL CODE COUNCIL	Textbooks	1,652.68

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Steven Sutorus, Business Manager

DATE: May 11, 2017

SUBJECT: Consideration of Approval of Surplus Property and Authorize Donation to Colton Joint Unified School District.

RECOMMENDATION

It is recommended that the Board of Trustees approve the surplus and donation of 24 microscopes to Colton Joint Unified School District.

OVERVIEW

SBVC's Biology Department wishes to surplus the microscopes which are no longer used by the District. Education Code 81450.5 provides that a community college district may donate property to another public entity. The estimated value of the donation is \$5,000.00.

ANALYSIS

The SBVC Biology Department no longer uses the microscopes and they are non-essential to ongoing operations. Colton Joint Unified School District has examined the property and is willing to accept the donation for use in supporting their mission.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

No cost to the District.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Lawrence P. Strong, Director of Fiscal Services
DATE: May 11, 2017
SUBJECT: Consideration of Approval of Vacation Payout

RECOMMENDATION

It is recommended that the Board of Trustees approve payout of the following vacation time:

	# of Days	Rate	Total
Wayne Bogh	30	\$382.85	\$11,485.50

OVERVIEW

Based on legal opinion, the County of San Bernardino requires that the payout of vacation time to community college district administrative personnel be approved by its governing board.

ANALYSIS

This board item represents payout of vacation to SBCCD administrative personnel based on a demonstration of personal hardship.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Payment will be made from the General Fund.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Lawrence P. Strong, Director, Fiscal Services

DATE: May 11, 2017

SUBJECT: Consideration of Approval to Adopt a Resolution Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution approving the transfer of funds from the reserve for contingencies to various expenditure classifications as indicated in the attached resolution.

OVERVIEW

The 2016-17 Final Budget adopted by the Board of Trustees on September 8, 2016 represents the District's best estimates for income and expenditures during the ensuing fiscal year. However, as the year progresses, additional income is sometimes received and must be distributed to appropriate accounts, expenditures change from projected levels, and increased costs may need to be covered. As provided in Title 5, §58307, and in accordance with SBCCD Administrative Procedure 6250, the Board of Trustees may approve the transfer of funds from the reserve for contingencies to any expenditure classifications via the adoption of a resolution by a two-thirds majority vote.

ANALYSIS

The Board is being asked to adopt a resolution approving budget transfers from the reserve for contingencies to the expenditure classifications indicated on the attached resolution.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The approval of this board item will reduce the reserve for contingency accounts by the amounts indicated in the attached resolution.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
RESOLUTION TO APPROVE TRANSFERS FROM
RESERVE FOR CONTINGENCIES TO VARIOUS EXPENDITURE CLASSIFICATIONS
May 11, 2017

ON MOTION of Member _____, seconded by Member _____,
the following resolution is hereby adopted:

WHEREAS, on the 8th day of September, 2016, the San Bernardino Community College District (the District) adopted the 2016-17 Final Budget specifying the maximum amount which may be expended for each classification of expenditure; and

WHEREAS, Title 5, §58307 of the California Code of Regulations and District Administrative Procedure 6250 allows the Board of Trustees to approve transfers from the reserve for contingencies to any expenditure classification via a resolution adopted by a two-thirds majority; and

WHEREAS, the transfers listed on the attached Exhibit A were deemed necessary and prudent by the District;

NOW THEREFORE, BE IT RESOLVED that the governing body of the San Bernardino Community College District hereby adopts this resolution and authorizes, by a two-thirds majority vote, to approve said transfers.

PASSED AND ADOPTED by the Board of Trustees on May 11, 2017, by the following majority vote:

AYES: _____
NOES: _____
ABSTENTIONS: _____
ABSENT: _____

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)

I, Bruce Baron, Secretary of the Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this _____ day of _____, 20_____.

_____ Secretary of the Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
 RESOLUTION TO APPROVE TRANSFERS FROM
 RESERVE FOR CONTINGENCIES TO VARIOUS EXPENDITURE CLASSIFICATIONS
 May 11, 2017

EXHIBIT A

Fund 01 General Fund			16,665,949	2016-17 Initial Fund Balance	
			(443,207)	Net Change from Previously Approved Transfers	
			16,222,742	Current Fund Balance	
Board Approved	Date	Ref #	Amount to/(from) Reserve	Expenditure Classification	Justification
5/11/2017	3/23/2017	170687	(100,000)	5000 Other Expenses	Support for additional marketing and outreach at SBVC to increase FTES.
5/11/2017	2/16/2017	170446	(20,000)	4000 Supplies & Materials	Increase for Print Shop paper purchase.
			(120,000)	Total Approved at this Board Meeting	
			16,102,742	Fund Balance After Transfer(s)	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Lawrence P. Strong, Director, Fiscal Services

DATE: May 11, 2017

SUBJECT: Consideration of Approval to Adopt a Resolution to Appropriate Funds

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution approving the appropriation of income from the general reserve to various major expense classifications as indicated by need on the attached resolution.

OVERVIEW

The 2016-17 Final Budget adopted by the Board of Trustees on September 8, 2016 represents the District's best estimates for income and expenditures during the ensuing fiscal year. However, as the year progresses, additional funds may become available. According to Title 5, §58308, and in accordance with Administrative Procedure 6250, all income in excess of budgeted amounts shall be added to the general reserve. However, the Board of Trustees may approve the appropriation of such funds, according to need, by the adoption of a resolution by a majority vote.

ANALYSIS

The Board is being asked to adopt a resolution approving the appropriation of funds in excess of final budget allocation, based on need, to the various expenditure classifications indicated on the attached resolution.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The approval of this board item will allow for the appropriation of income to various expense classifications to match revenues over and above that which was anticipated in the 2016-17 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
RESOLUTION TO APPROPRIATE ASSURED INCOME OVER THE FINAL BUDGETED ALLOCATION
FROM THE GENERAL RESERVE TO VARIOUS EXPENDITURE CLASSIFICATIONS
May 11, 2017

ON MOTION of Member _____, seconded by Member _____,
the following resolution is hereby adopted:

WHEREAS, on the 8th day of September, 2016, the San Bernardino Community College District (the District) adopted the 2016-17 Final Budget specifying the maximum amount which may be expended for each classification of expenditure; and

WHEREAS, Title 5, §58308 of the California Code of Regulations and District Administrative Procedure 6250 stipulate that all income accruing to the District in excess of the amounts required to finance the total proposed expenditures, including transfers to other community college districts and funds, as shown in the budget of the District shall be added to the general reserve of the District; and

WHEREAS, Title 5, §58308 of the California Code of Regulations and District Administrative Procedure 6250 also stipulate that the governing board may pass a resolution setting forth the need according to major classification, expenditures to be met from any portion of the general reserve derived from assured income in excess of the total amount anticipated in the budget; and

WHEREAS, the appropriations listed on the attached Exhibit A were deemed necessary and prudent by the District;

NOW THEREFORE, BE IT RESOLVED that the governing body of the San Bernardino Community College District hereby adopts this resolution and authorizes, by a majority vote, to approve said appropriations.

PASSED AND ADOPTED by the Board of Trustees on May 11, 2017, by the following majority vote:

AYES: _____
NOES: _____
ABSTENTIONS: _____
ABSENT: _____

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)

I, Bruce Baron, Secretary of the Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this _____ day of _____, 20_____.

_____ Secretary of the Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
RESOLUTION TO APPROPRIATE ASSURED INCOME OVER THE FINAL BUDGETED ALLOCATION
FROM THE GENERAL RESERVE TO VARIOUS EXPENDITURE CLASSIFICATIONS
May 11, 2017

EXHIBIT A

Fund 01 - General, Restricted

Date	Ref #	Income	Allocation	Major Classification	Comments
4/03/2017	170741	\$100,000	\$6,000	4000 Supplies & Materials	Setup up budget for Information & Communications Technology (ICT) Digital AB1070 Grant FY 2017
			\$94,000	5000 Other Expenses	

\$100,000.00 Total Funds to be Appropriated

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Lawrence P. Strong, Director of Fiscal Services
DATE: May 11, 2017
SUBJECT: Consideration of Approval to Establish Enterprise Fund 59 for the FCC Auction Proceeds

RECOMMENDATION

It is recommended that the Board of Trustees approve the creation of Enterprise Fund 59 for the FCC auction proceeds.

OVERVIEW

According to page 2-20 of the California Community Colleges Budget & Accounting Manual,¹ "Enterprise Funds may also be used when the periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes."

ANALYSIS

It has been determined by our Internal Audit staff and verified by our independent auditor, Vavrinek, Trine, Day & Company, that the establishment of a separate fund in anticipation of accounting for the FCC auction proceeds is in line with California Community Colleges budgeting and accounting procedures.

BOARD IMPERATIVE

III. Resource Management For Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications.

¹http://extranet.cccco.edu/Portals/1/CFFP/Fiscal_Services/Standards/BAM/bam2012ed/CompleteBAM/Budget%20and%20Accounting%20Manual%202012%20Edition.pdf

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Lawrence P. Strong, Director, Fiscal Services

DATE: May 11, 2017

SUBJECT: Consideration of Approval to Ratify Interfund Borrowing Transactions

RECOMMENDATION

It is recommended that the Board of Trustees ratify the following interfund borrowing transactions in accordance with the resolution it adopted on April 14, 2016:

Date	Amount	From Fund	To Fund	Status
08/15/2016	\$300,000	01-General	72-Child Development	To be repaid by June 30, 2017

OVERVIEW

According to California Education Code E.C. 42603, the Board of Trustees may direct that money be temporarily transferred from one fund to another for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds, and shall not be available for appropriation or considered income. Amounts transferred shall be repaid in the same fiscal year or in the following fiscal year, if the transfer takes place within the final 120 calendar days of fiscal year.

On April 14, 2016 the Board of Trustees adopted a resolution authorizing the chancellor or his designee to approve interfund transfers during fiscal year 2016-17 which would later be ratified by the Board.

ANALYSIS

The need for these interfund transfers was generated by a temporary shortage of cash flow. It is anticipated that all the borrowed funds will be repaid by the 2016-17 fiscal year, as required by E.C. 42603.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

This item will not have a financial impact on 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 to the Chancellor

DATE: May 11, 2017

SUBJECT: Consideration to Approve District/College Expenses

RECOMMENDATION

It is recommended that the Board of Trustees approve the 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 budget.

**San Bernardino Community College District
District & College Expenses**

Site: SBVC

Event: Open Educational Resources
(OER) Presentation at Academic Senate

Date of Event: 3/29/2017

Cost: \$351

Funding Source: OER Grant Fund

Item Being Purchased: Refreshments. An OER presentation was made to SBVC Faculty at the Academic Senate Meeting on 3/29/17. Refreshments were provided through the OER grant budget. Due to the fact that two non-employees and four Associated Student Government (ASG) students were present, a portion of the expense needs to be funded from another source.

Ratification/Amendment: RATIFICATION: Those coordinating the presentation were not aware that the grant funds could not provide refreshments to students and non-employees. This ratification is to permit for the expense of refreshments for the 6 non-employees

Site: SBVC

Event: Sever Theatre Play "Trojan Women,
A love Story"

Date of Event: 4/7/2017

Cost: \$240

Funding Source:

Item Being Purchased: Student and Faculty tickets. Honor students will be attending this play in conjunction with coursework taught in current classes for an enhanced learning experience. Approximately 38 honors students and 2 faculty advisors will attend, Daihim Fouzoni and Michael Slusser will chaperone.

Ratification/Amendment: RATIFICATION: The paperwork was submitted to the Office of Instruction on two separate days and somehow the AC-9s were misplaced.

Site: SBVC
Event: Puente End of the Year Event
Date of Event: 5/5/2017
Cost: \$1916
Funding Source: Puente Project General Funds

Item Being Purchased: Refreshments
Sponsored by San Bernardino Valley College (SBVC), this event will celebrate and acknowledge the success of students in the Puente Project at SBVC. This event will be held on campus. Anticipated attendance will be 55 staff, students and faculty.

Ratification/Amendment: RATIFICATION:
This item is a ratification as the board item for this event was received after the deadline for the April 13, 2017 board meeting.

Site: SBVC
Event: Tumaini Program - End of the Year Celebration
Date of Event: 5/15/2017
Cost: \$1077.19
Funding Source: Tumaini General Fund

Item Being Purchased: Refreshments
Sponsored by the San Bernardino Valley College Tumaini Program, this event will celebrate and acknowledge the success of students in the Tumaini Program at San Bernardino Valley College. This event will be held on campus. Anticipated attendance will be 55 staff and students.

Ratification/Amendment:

Site: SBVC
Event: STAR Program/Trio Student Graduate and Outstanding Achievement Recognition
Date of Event: 5/16/2017
Cost: \$650
Funding Source: Star Program TRIO Grant Budget

Item Being Purchased: Refreshments and Certificates
Sponsored by the STAR Program, this event will honor approximately 35 graduating students and 100 students with a 3.0 GPA and above for their outstanding achievement. Anticipated attendance will be 80 students, faculty and staff.

Ratification/Amendment:

Site: SBVC
Event: Financial Aid Awareness Fair
Date of Event: 5/17/2017
Cost: \$3456
Funding Source: Financial Aid Categorical Fund

Item Being Purchased: Refreshments
Sponsored by the Financial Aid Office at San Bernardino Valley College, this event is to provide financial aid awareness to students by sharing updates and deadlines. Anticipated attendance is approximately 500 students, faculty and staff.

Ratification/Amendment:

Site: SBVC
Event: Retirement Reception
Date of Event: 5/18/2017
Cost: \$1000
Funding Source: President's Office General Fund

Item Being Purchased: Refreshments, Awards and Decorations
Hosted by the SBVC President's Office, a farewell reception for employees who are retiring.

Ratification/Amendment:

Site: SBVC
Event: Dreamers Spring Conference
Date of Event: 5/20/2017
Cost: \$3880
Funding Source: Student Equity Categorical Funds

Item Being Purchased: Refreshments and Supplies
Sponsored by the First Year Experience Program and the Dreamers Resource Center, this event will provide students and their families an opportunity to hear from professionals in the field of career interests. Undocu-allies provide workshops on how to transfer to 4-year universities of choice. the preparation for transitioning into the workforce or continued education is the focus with a highlighted emphasis in a particular field like health sciences. Anticipated attendance will be staff and community members.

Ratification/Amendment:

Site: SBVC
Event: Adult Education Block Grant Consortium Planning Retreat
Date of Event: 6/2/2017
Cost: \$250
Funding Source: Adult Education Block Grant Fund

Item Being Purchased: Refreshments. This event hosted by AB104/AEBG is planning a retreat for the consortium membership. The planning retreat will provide the opportunity for the membership to discuss and populate the 2017 AEBG Annual Plan template due to the State by August 15, 2017.

Ratification/Amendment:

Site: SBVC
Event: Middle College High School Program New Student and Parent Academy
Date of Event: 6/6/2017
Cost: \$2198
Funding Source: Middle College High School Chancellor's Grant

Item Being Purchased: Refreshments
Sponsored by the Middle College High School Chancellor's Grant, this event is to welcome new incoming Middle College students and assist with the transition into the college campus environment, overview of policies and procedures and college requirements, to be successful in the Middle College High School Program. Anticipated attendance will be 150 students, staff and community members.

Ratification/Amendment:

Site: SBVC
Event: Commission on Adult Basic Education/California Council for Adult Education Consortium Share-out Meeting
Date of Event: 6/9/2017
Cost: \$1000
Funding Source: Adult Education Block Grant Fund

Item Being Purchased: Refreshments. Upon return from Commission on Adult Basic Education and California Council for Adult Education Conferences, we will have "Share out" Day to disseminate information to the consortium.

Ratification/Amendment:

Site: SBVC
Event: Pharmacy Technology Advisory Committee Meetings
Date of Event: 7/14/17-6/30/18
Cost: \$500
Funding Source: Perkins Grant Fund

Item Being Purchased: Refreshments. Anticipated attendance at each meeting is approximately 20 community members, faculty, staff and other experts in the field to enhance communication and to review and provide guidance for the program.

Ratification/Amendment:

Site: SBVC
Event: Geographic Information Systems Advisory Committee Meetings
Date of Event: 7/14/17-6/30/18
Cost: \$500
Funding Source: Perkins Grant Funds

Item Being Purchased: Refreshments. Anticipated attendance is approximately 20 community members, faculty, staff and other experts in the field to enhance communication and to review and provide guidance for the program.

Ratification/Amendment:

Site: CHC
Event: Health and Wellness Annual Health Fair
Date of Event: 4/12/2017
Cost: \$954
Funding Source: Student Health Fees

Item Being Purchased: Refreshments. Sponsored by the CHC Health and Wellness Center, the Health and Wellness Annual Health Fair invited the SBVC nursing department, SBCCD Police Department, EMT Department and campus clubs to join this event. Some of the topics are BMI/body fat, hypertension education, emergency preparation, health literacy, healthy eating, physical activity.

Ratification/Amendment: Faculty member was unaware of the approval processes for an event with the cost over \$500.00. In the future, the faculty member will verify information for board approval requirements.

Site: CHC
Event: PCAC Site Visit
Date of Event: 4/18/2017
Cost: \$235
Funding Source: Campus President General Fund

Item Being Purchased: Refreshments. Sponsored by the CHC Campus President's Office, for the visiting Athletic Directors from the Pacific Coast Athletics Commission during their site visit. Attendees will be community members, CHC/SBVC college faculty and staff.

Ratification/Amendment: Originally indicated event was 5-18-17 and board approved on 04-13-17. Merely a date change

Site: CHC
Event: Herbivore Festival
Date of Event: 5/7/2017
Cost: \$1500
Funding Source: CHC Foundation

Item Being Purchased: Herbivore Festival is a celebration of plant-based living sponsored by CHC Kinesiology and Health featuring lectures, cooking demos, fitness activities, musical and art performances. Attendees include faculty, staff, students and community members.

Ratification/Amendment: Faculty member was unaware that event required board approval. In the future, the faculty member will verify information for board approval beforehand.

Site: CHC
Event: Region 9 CalWORKs Professional Development Training
Date of Event: 5/11/17-5/12/17
Cost: \$8806
Funding Source: CalWORKs General Fund

Item Being Purchased: Refreshments and Speaker. Region 9 CalWORKs Programs will be having a professional development activity: "Strengths Based Training". This professional development activity builds upon the leadership skills and team building of CalWORKs staff.

Ratification/Amendment: Region 9 CalWORKs directors met on March 25, 2017 to approve and confirm the meeting date, time and topic of the professional development activity which was after the April board submission deadline.

Site: CHC
Event: Foster Youth Trauma Informed and Supporting Foster Youth Workshop
Date of Event: 5/16/2017
Cost: \$1000
Funding Source: EOPS General Fund

Item Being Purchased: Refreshments. Sponsored by the CHC Extended Opportunity Programs and Services department, we are hosting the Foster Youth Trauma Informed and Supporting Foster Youth workshop for Foster Care Month. Attendees will be community members and CHC college faculty and staff.

Ratification/Amendment:

Site: CHC
Event: EOPS/DSPS Advisory Committee Meeting
Date of Event: 5/17/2017
Cost: \$500
Funding Source: EOPS General Fund

Item Being Purchased: Refreshments. Sponsored by the Extended Opportunity Programs and Services department, we are hosting the EOPS/DSPS Advisory committee meeting on May 17, 2017. Attendees will be community members and CHC faculty and staff.

Ratification/Amendment:

Site: CHC
Event: Finals Week Snack Break
Date of Event: 5/19/17-5/25/17
Cost: \$100
Funding Source: CHC Library General Fund

Item Being Purchased: Refreshments. Sponsored by the CHC Library, refreshments for students studying in CHC library during finals week.

Ratification/Amendment:

Site: CHC
Event: CFED West Conference 2017
Date of Event: 5/22/17-5/25/17
Cost: \$0
Funding Source: CTE Transition Categorical funding

Item Being Purchased: Twenty-three students to attend a local industry conference where they will actively participate in the operation and delivery of the Paramedic Challenge (competition) and have the opportunity to experience the industry's continuing education model and delivery and network with local employers.

Ratification/Amendment:

Site: CHC

Event: Veterans Resource Center Grand Opening

Date of Event: 8/18/2017

Cost: \$3500

Funding Source: Student Equity
Categorical Funding

Item Being Purchased: Refreshments. Decorations. Marketing. Sponsored by CHC, the Veterans Resource Center will provide student veterans with a workable and comfortable location to study, receive counseling, tutoring and relax. Attendees will be faculty, staff, Board of Trustees, community members.

Ratification/Amendment:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey Nikac, Executive Assistant to the Chancellor

DATE: May 11, 2017

SUBJECT: Consideration to Approve Conference Attendance

RECOMMENDATION

It is recommended that the Board of Trustees approve the requests for Conference Attendance.

OVERVIEW

Individual requests are submitted to fund expenses related to conference expenses planned for the colleges and 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

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the budget.

**San Bernardino Community College District
Conference Attendance**

Site: District
Department: Human Resources
Conference Name: ACHRO/EEO Fall Training Institute
Travel Dates: 10/17/2017 - 10/20/2017
City, State: Garden Grove, CA
Cost: \$ 500.00
Funding Source: Human Resources General Funds

Name: Karla Zaragoza, Deneatrice Lewis, Erica Mosley, Cory Elmore

Purpose: ACHRO/EEO sponsors training institutes annually, providing attendees with quality presentations regarding current issues and opportunities to build networks. ACHRO/EEO has a seat on the Chancellor's Consultation Council and has direct input into the state level governance process.

Ratification/Amendment:

Site: District
Department: Police Department
Conference Name: Patrol Rifle Course
Travel Dates: 6/27/2017 - 6/28/2017
City, State: San Bernardino, CA
Cost: \$ 100.00
Funding Source: General Funds

Name: Gina Gonzalez

Purpose: This will certify the officer to carry rifles in our department.

Ratification/Amendment: San Bernardino Sheriff's released this training date late.

Site: District
Department: Police Department
Conference Name: Patrol Rifle Course
Travel Dates: 6/27/2017 - 6/28/2017
City, State: San Bernardino, CA
Cost: \$ 100.00
Funding Source: General Funds

Name: Christ Tamayo

Purpose: This will certify the officer to carry rifles in our department.

Ratification/Amendment: San Bernardino Sheriff's released this training date late.

Site: CHC
Department: DSPS
Conference Name: ASU + GSV Summit
Travel Dates: 5/7/2017 - 5/10/2017
City, State: Salt Lake City, UT
Cost: \$ Time Only
Funding Source: n/a

Name: Jonathan Townsend

Purpose: Attendance will help Crafton identify possible technologies and/or platforms that could help inform our new technology success center and/or the high tech center in DSPS. I have won a full scholarship to the conference so all expenses are paid for.

Ratification/Amendment: Jonathan applied for a scholarship to attend this conference and was notified after the deadline for April board submission.

Site: CHC
Department: EMS
Conference Name: CFED 2017
Travel Dates: 5/21/2017 - 5/25/2017
City, State: Indian Wells, CA
Cost: \$ 1,623.00
Funding Source: CTE Transitions Grant
Categorical Funding, Perkins Categorical
Fund

Name: Dan Word, Laurie Green

Purpose: Offers multi disciplinary general sessions allowing all emergency responders to train and learn together. Hosts a multitude of premier speakers that impart an array of knowledge from their individual fields to all of those in attendance.

Ratification/Amendment:

Site: CHC
Department: Mathematics Dept.
Conference Name: 2017 CAP Community
of Practice
Travel Dates: 6/1/2017 - 6/4/2017
City, State: San Francisco, CA
Cost: \$ 1,350.00
Funding Source: Basic Skills grant

Name: Jeffrey Burke

Purpose: Will help develop and implement a successful Accelerated Math program for both STEM and Non-STEM majors at Crafton Hills College.

Ratification/Amendment:

Site: CHC
Department: Office of Instruction
Conference Name: Leading from the Middle 2017
Travel Dates: 6/8/2017 - 6/10/2017
City, State: Pomona, CA
Cost: \$ 1,047.00
Funding Source: Student Equity Categorical Funding

Name: Jonathan Anderson, Ryan Bartlett

Purpose: Training leaders in the methods of inquiry and the use of data to inform improvements, and the application of planning and design strategies to promote the coordination of all systemwide initiatives including equity, student success, basic skills reform, professional development, etc.

Ratification/Amendment:

Site: CHC
Department: Student Services
Conference Name: National Family Leadership Institute Practitioner Training Summit
Travel Dates: 6/12/2017 - 6/16/2017
City, State: Las Vegas, NV
Cost: \$ 2,500.00
Funding Source: Workforce Readiness/Calworks General Fund

Name: Rejoice Chavira

Purpose: The FLI training will give participants an in-depth understanding of the FLI curriculum, its impact to student academic success, and its effect on parental and student behavior and involvement, not only at home but within their schools and communities.

Ratification/Amendment:

Site: CHC
Department: Letters, Arts and Math
Conference Name: 2017 CAP Community of Practice
Travel Dates: 7/6/2017 - 7/9/2017
City, State: Los Angeles, CA
Cost: \$ 1,150.00 each
Funding Source: Basic Skills categorical funding

Name: Susana de la Pena, Sefferino Ramos, Liliana Montiel, Jonathan Anderson, Brandi Bailes, Ralph Leon, Christopher Jacinto, Ryan Hamlett, Jodi Hanley, Sherri Wilson, Leah Pierce

Purpose: Community colleges are making transformative changes to increase completion rates of transfer-level math and English and to address equity gaps in completion.

Ratification/Amendment:

Site: CHC
Department: Student Services
Conference Name: Hobsons University
2017 Annual Conference
Travel Dates: 7/16/2017 - 7/20/2017
City, State: Indianapolis, IN
Cost: \$ 2,990.00 each
Funding Source: Student Equity
Categorical Funding

Name: Larry Aycock, Joe Cabrales, Kristina Heilgeist, Ernesto Rivera,
Michelle Tinoco

Purpose: This conference will cover the front end and back end of an application decision and enrollment process, Starfish reporting tools. It also covers best practices for engaging students and staff invested in student success and provide suggestions for communication and rolling out Starfish to these constituents.

Ratification/Amendment:

Site: SBVC
Department: Applied Technology
Conference Name: California Internship
and Work Experience Association (CIWEA)
Annual Conference
Travel Dates: 4/4/2017 - 4/8/2017
City, State: San Francisco, CA
Cost: \$ 2058.00 each
Funding Source: Perkins Grant Fund

Name: Albert Maniaol and Melita Caldwell-Betties

Purpose: Attendees are expanding the scope and increasing the work experience course offerings in the various Career Technical Education (CTE) programs to further prepare students for jobs. To interface and build partnerships with the actual internship/work experience practitioners and experienced professionals to help understand and learn more about the internship/work experience requirements, processes, procedures and best practices.

Ratification/Amendment: RATIFICATION/AMENDMENT: This item was previous approved at the April 13, 2017 board date. This item is being ratified/amended to extend the travel end date of 4/7/17. The return date was extended to 4/8/17 in order to meet with other trade professional c

Site: SBVC

Department: Student Services/Transfer Center and Instruction/Social Science, Human Development, and Physical Education and Instruction/Mathematics, Business, and Computer Technology

Conference Name: Umoja Summer Learning Institute

Travel Dates: 6/7/2017 - 6/11/2017

City, State: Newport Beach, CA

Cost: \$ 1,788.00 each

Funding Source: Student Equity Categorical Fund

Name: Sandra Blackman, Kathy Kafela and Daniele Ramsey

Purpose: Learn how to refine content of program structure and implementation, elements of African customs a community, and cultural applications for teaching English, math and college success/guidance courses.

To ensure Tumaini program that will enhance student success and transfer rates.

Ratification/Amendment:

Site: SBVC

Department: Student Services/Disabled Student Programs & Services

Conference Name: Classified Leadership Institute 2017

Travel Dates: 6/14/2017 - 6/17/2017

City, State: Tahoe City, CA

Cost: \$ 1,617.56

Funding Source: Classified Senate General Fund

Name: Ana Bojorquez

Purpose: Attend Classified Leadership Institute to gain information on shared governance issues and policies.

Utilize and share information about classified participation in shared governance process on state-wide and at San Bernardino Valley College.

Ratification/Amendment:

Site: SBVC
Department: Custodial
Conference Name: Classified Leadership Institute 2017
Travel Dates: 6/14/2017 - 6/17/2017
City, State: Tahoe City, CA
Cost: \$ 1,625.05
Funding Source: Classified Senate General Fund

Name: Gloria Kracher

Purpose: Attend Classified Leadership Institute to gain information on shared governance issues and policies. Utilize and share information about classified participation in shared governance process on state-wide and at San Bernardino Valley College.

Ratification/Amendment:

Site: SBVC
Department: Social Sciences
Conference Name: Classified Leadership Institute 2017
Travel Dates: 6/14/2017 - 6/17/2017
City, State: Lake Tahoe, CA
Cost: \$ 1,405.06
Funding Source: Classified Senate General Fund

Name: Angela Grotke

Purpose: To learn more about Classified Senate and to learn what other Classified Senates are doing that we can apply to our college.

Ratification/Amendment:

Site: SBVC
Department: Student Services/Admissions & Records
Conference Name: 2017 CollegeSource Annual Conference
Travel Dates: 6/18/2017 - 6/22/2017
City, State: San Diego, CA
Cost: \$ 2,164.00
Funding Source: Student Success and Support Program Categorical Funds

Name: Linda M. Molina

Purpose: The impact of my attendance will be seen immediately. This conference is comprised of five pre-conference workshops with over 60 concurrent sessions to choose from during the course of four days. These sessions will provide both technical and functional in-depth training on degree audit, academic planning, and transfer solutions.

Ratification/Amendment:

Site: SBVC
Department: Student Services/Admissions & Records
Conference Name: 2017 CollegeSource Annual Conference
Travel Dates: 6/18/2017 - 6/22/2017
City, State: San Diego, CA
Cost: \$ 2,165.00 each
Funding Source: Student Success and Support Program Categorical Funds

Name: Sophin Im and Steven Silva

Purpose: The impact of my attendance will be seen immediately. This conference is comprised of five pre-conference workshops with over 60 concurrent sessions to choose from during the course of four days. These sessions will provide both technical and functional in-depth training on degree audit, academic planning, and transfer solutions.

Ratification/Amendment:

Site: SBVC
Department: Student Services/Admissions & Records
Conference Name: 2017 CollegeSource Annual Conference
Travel Dates: 6/18/2017 - 6/22/2017
City, State: San Diego, CA
Cost: \$ 2,165.00
Funding Source: Admissions and Records General Fund

Name: Julia A. Ulloa

Purpose: The impact of my attendance will be seen immediately. This conference is comprised of five pre-conference workshops with over 60 concurrent sessions to choose from during the course of four days. These sessions will provide both technical and functional in-depth training on degree audit, academic planning, and transfer solutions.

Ratification/Amendment:

Site: SBVC
Department: Pharmacy Technician
Conference Name: Pharmacy Technician Educators Council (PTEC)
Travel Dates: 7/13/2017 - 7/16/2017
City, State: Las Vegas, NV
Cost: \$ 1,788.00
Funding Source: Perkins Grant Fund

Name: Robyn Seraj

Purpose: The purpose will be to build professional networks, collect resources for the classroom, learn about American Society of Health Systems Pharmacists (ASHP) accreditation and gain insight from experienced educators. Attendee will connect with publishers and vendors and earn continuing education through the Accreditation Council for Pharmacy Education (ACPE).

Ratification/Amendment:

Site: SBVC
Department: Student Services/Counseling
Conference Name: Hispanic Association of Colleges and Universities (HACU) 31st Annual Conference
Travel Dates: 10/27/2017 - 10/31/2017
City, State: San Diego, CA
Cost: \$ 2,302.00
Funding Source: Student Success and Support Programs Categorical Fund

Name: Marco Cota

Purpose: To participate in discussions about emerging trends in higher education affecting Hispanics and Hispanic Serving Institutions (HSI's) - Student Learning Outcomes (SLO's) and services.
It will provide the opportunity to deliver and create a system in which San Bernardino Valley College (SBVC) students have access to opportunities to further their success.

Ratification/Amendment:

Site: SBVC
Department: Student Services/EOPS/CARE
Conference Name: Hispanic Association of Colleges and Universities (HACU) 31st Annual Conference
Travel Dates: 10/27/2017 - 10/31/2017
City, State: San Diego, CA
Cost: \$ 2,193.00
Funding Source: EOPS Categorical Fund

Name: Maria Del Carmen Rodriguez

Purpose: To participate in discussions about emerging trends in higher education affecting Hispanics and Hispanic Serving Institutions (HSI's) - Student Learning Outcomes (SLO's) and services.
It will provide the opportunity to deliver and create a system in which San Bernardino Valley College (SBVC) students have access to opportunities to further their success.

Ratification/Amendment:

Site: KVCR
Department: KVCR
Conference Name: Travel to Coachella Valley
Travel Dates: 5/8/2017 - 5/12/2017
City, State: Coachella, CA
Cost: \$ 1,000.00
Funding Source: Cal Endowment Grant

Name: Jhoann Acosta and Matt Ornelas

Purpose: Travel to Coachella Valley to do a story for the Cal Endowment Grant: Building Healthier Communities Coachella Valley.

Ratification/Amendment:

Site: KVCR
Department: KVCR
Conference Name: National Assoc. of Broadcasters
Travel Dates: 4/22/2017 - 4/27/2017
City, State: Las Vegas, NV
Cost: \$ 1,500.00
Funding Source: FNX San Manuel

Name: Jim Walker

Purpose: Network with technology vendors.

Ratification/Amendment: Decision to send Jim Walker was last minute because Frank Blanquet not able to attend the conference.

Site: EDCT
Department: Economic Development and Corporate Training
Conference Name: CCCAOE
Travel Dates: 5/8/2017 - 5/12/2017
City, State: Sacramento, CA
Cost: \$ 2,644.00
Funding Source: RAMP UP

Name: Wendy Zinn

Purpose: Purpose: Conference provides information on current best practices and legislative update. Value: Allows for networking within the community college system.

Ratification/Amendment: Scheduling conflict delayed planning process of conference.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Hussain Agah, Director, Facilities Planning & Construction

DATE: May 11, 2017

SUBJECT: Consideration of Approval of the Districtwide Facilities Master Plan Project List and the Creation of a Board Ad Hoc Bond Committee

RECOMMENDATION

It is recommended that the Board of Trustees approve the Districtwide Facilities Master Plan Project List and the creation of a Board Ad Hoc Bond Committee.

OVERVIEW

As part of the 2016 comprehensive master planning process, a facilities master plan was developed which identifies new projects and major renovations based on institutional and program expansion needs.

The attached list is the result of a collaborative effort on the part of the campuses and the Facilities Planning & Construction department, along with input from industry professionals. It takes into consideration SBCCD's mission and goals to serve more students and address major health/life/safety issues associated with existing facilities. This plan has been presented to District Assembly, Chancellor's Extended Cabinet, the Board Budget Committee, and the District Budget Committee.

ANALYSIS

The attached Districtwide Facilities Master Plan Project List reflects preliminary budget cost estimates for each project and a total budget of \$696,623,158. Projects will only be pursued if and when funding sources become available.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Approval of the prioritized Districtwide Facilities Master Plan Project List would not have any immediate financial implications.

Districtwide Facilities Master Plan Project List

<u>Priority</u>	<u>Project Title</u>	<u>Campus</u>	<u>Budget*</u>
1.	Career Pathway 1 (New Construction) – Technical Building Replacement	SBVC	\$94,509,418
2.	M&O Building Repurposing	SBVC	\$4,075,275
3.	Performing Arts Center (PAC) Renovation	CHC	\$42,072,719
4.	New Parking Structure	SBVC	\$89,681,976
5.	New Softball Field	SBVC	\$5,360,800
6.	Student Services & Instructional Building (New Construction) – Liberal Arts Replacement	SBVC	\$95,863,832
7.	Admin Building and Campus Center Repurposing	SBVC	\$14,103,899
8.	Crafton Hall Renovation (SSC)	CHC	\$6,250,465
9.	West Complex Renovation (CL)	CHC	\$11,922,962
10.	Student Support Building Renovation (SSB)	CHC	\$3,589,587
11.	Gymnasium Demolition	CHC	\$2,832,067
12.	East Valley Public Safety Training Center (New Construction)	CHC	\$10,415,894
13.	Career Pathways Phase 2 (New Construction)	SBVC	\$60,200,322
14.	Physical Science, Health Life & Safety building Secondary Effect	SBVC	\$4,485,265
15.	Warehouse Facilities (New Construction)	SBVC	\$25,109,309
16.	Library Repurposing	SBVC	\$4,798,991
17.	Joint-use Tennis Facilities (New Construction)	CHC	\$6,690,925
18.	Greek Theater & Planetarium Renovation	SBVC	\$6,301,181
19.	New Gymnasium Building	CHC	\$46,806,630
20.	Soccer Field & Outdoor Kinesiology Laboratories (New Construction)	CHC	\$9,796,942
21.	Maintenance and Operations Additions (New Construction)	CHC	\$6,598,494
22.	East Instructional Building (New Construction)	CHC	\$41,288,427
23.	Teaching Pool (New Construction)	CHC	\$5,714,346
24.	Central Complex 2 Renovation (CHS)	CHC	\$11,788,829
25.	Child Development Center Renovation (CDC)	CHC	\$5,767,218
26.	PAC Building (New Construction) <i>(future consideration only)</i>	SBVC	TBD
27.	District Office Expansion <i>(recommendation in Master Plan only)</i>	SBCCD	\$15,450,000
28.	SBVC campus wide infrastructure	SBVC	\$48,173,314
29.	CHC campus wide infrastructure	CHC	\$16,974,070
Total Projected Capital Costs*			\$696,623,158
Subtotal for CHC			\$228,509,576
Subtotal for SBVC			\$452,663,582
Subtotal for SBCCD			\$ 15,450,000
			<u>\$696,623,158</u>

*Projections include Escalation Allowance of 5% per annum through program midpoint of January 2023, totaling 28.75%.

Districtwide Facilities Master Plan Project List

1. **Career Pathway 1 (New Construction) – Technical Building Replacement @ SBVC:** The proposed project would consolidate and increase laboratory capacity for Career Technical Education (CTE) programs at San Bernardino Valley College by replacing the existing Technical Building with a larger new building. The CTE Division is growing beyond what can be reasonably accommodated for students within existing facilities. The proposed project would construct a new 67,873 ASF Technical Building that will include 59,612 ASF of laboratory space, 2,061 ASF of office space, 6,000 ASF of library space, and 200 ASF of locker room space.
2. **M&O Building Repurposing @ SBVC:** This project will renovate the Transportation building at San Bernardino Valley College for Maintenance & Operations functions. The Transportation building is currently occupied by the Diesel program and will be moving into the new Technical Building Replacement in 2022. This project will repurpose the Transportation building for M&O offices, outdoor vehicle storage, and shop space.
3. **Performing Arts Center (PAC) Renovation @ CHC:** The proposed project will renovate the existing Performing Arts Center. The Performing Arts Center was constructed in 1978 and has had no major renovations since its original construction. The building provides performance and instructional space for the dramatic arts and music programs. The proposed project will reconstruct the existing building to provide technological upgrades for performance spaces, reconfigure areas into large laboratory space for dramatic arts/music and improve accessibility and ADA compliance throughout the facility.
4. **New Parking Structure @ SBVC:** This project will construct a new parking structure on campus with 975 parking stalls and 51 electric vehicle charging stations. The structure will be located on the south side of the campus in current parking lot 8.
5. **New Softball Field @ SBVC:** This project will construct a new softball field on campus at the existing parking lot 2 site. Scope of work will include storm water retention for north campus development.
6. **Student Services & Instructional Building (New Construction) – Liberal Arts Replacement @ SBVC:** The Liberal Arts Building on the San Bernardino Valley College campus was constructed in 1970 and the structure has outlived its usefulness. The facility has significant electrical, plumbing and mechanical problems. Heating and cooling are inadequate, lighting is poor and the building does not have appropriate handicapped access. This project will construct a Student Services and Instructional building on the SBVC campus and will assist the college in increasing student success and access. The new one-stop center consist of approximately 65,100 ASF (100,000 GSF). The existing Liberal Arts building will be demolished and vacated student services space will be inactivated as secondary effects of this project.
7. **Admin Building and Campus Center Repurposing @ SBVC:** This project will renovate space within the Administration/Student Services and Campus Center buildings. Space within each building will be vacated following occupancy of the new Student Services & Instructional building. Vacated space within the Administration building will be repurposed for institutional support functions. Vacated space within the Campus Center will be repurposed for larger indoor dining areas for students, shaded outdoor dining areas, student lounge space, and increased Student Life space.

Districtwide Facilities Master Plan Project List

8. **Crafton Hall Renovation (SSC) @ CHC:** This project will renovate Crafton Hall (SSC) to provide increased instructional capacity for the fine/applied arts program. Existing dining hall and kitchen/server areas will be reconstructed for painting, 2-D design, sculpture, and ceramics laboratories. Second floor space will be reconstructed for digital media labs, art gallery and exhibition space. Covered outdoor areas will also provide space for ceramics and art.
9. **West Complex Renovation (CL) @ CHC:** This project will renovate the West Complex to modernize instructional space and upgrade building systems. The project will also provide space for the mailroom, student honors center, assessment center, and adjunct faculty.
10. **Student Support Building Renovation (SSB) @ CHC:** This project will renovate the existing Student Support Building to expand space dedicated to Student Health Services and provide space for a Cultural Center on the second floor. The project will also upgrade building systems.
11. **Gymnasium Demolition @ CHC:** This project will remove the existing 1975 Gymnasium Building that is unmaintainable and not fit for occupation.
12. **East Valley Public Safety Training Center (New Construction) @ SBVC:** This project will construct a smokeless burn tower of approximately 5,500 GSF and other public safety training props on a 32,000 SF site.
13. **Career Pathways Phase 2 (New Construction) @ SBVC:** This project would construct a new building adjacent to the Technical Building replacement. The building would provide increased laboratory space for the nursing, allied health, sciences, and career pathways programs.
14. **Physical Science, Health Life & Safety building Secondary Effect @ SBVC:** This project will repurpose space that is vacated following occupancy of the Career Pathways Phase 2 building. Scope of work may include repurposing of the STEM Center and reorganization of space within the Physical Science and Health/Life Science Buildings.
15. **Warehouse Facilities (New Construction) @ SBVC:** This project will construct a new building to replace existing shipping and receiving, police storage, warehouse, and M&O storage. The Warehouse, Shipping & Receiving, Police Storage, and Storage Buildings 1-3 will be demolished and replaced with a single building enclosed with masonry walls and gates. The new warehouse facility will be approximately 18,200 GSF.
16. **Library Repurposing @ SBVC:** This project will repurpose space in the existing Library to better meet program needs and support the College's shift to e-resources. Inactive and underutilized spaces will be reconstructed for tutoring and computer lab space. The project may also reactivate the Café space within the Library.
17. **Joint-use Tennis Facilities (New Construction) @ CHC:** This project will construct a 12-court tennis facility with spectator seating for joint-use between Crafton Hills College, the City of Yucaipa, and Yucaipa-Calimesa Joint USD. The facility may be funded through a grant obtained by the City of Yucaipa.

Districtwide Facilities Master Plan Project List

18. **Greek Theater & Planetarium Renovation @ SBVC:** This project will renovate the existing Greek Theater and Planetarium. Scope of work will include upgrades to structural upgrades, improvements to building systems, and address accessibility. The project will also include equipment upgrades in the Theater for performances/events.
19. **New Gymnasium @ CHC:** The proposed project will construct a new Gymnasium to replace the existing building, which was originally constructed in 1975. Replacement of the existing building will provide space necessary to meet the demands of today's curriculum that focuses on fitness and wellness programs. The kinesiology program requires indoor facilities that are air-conditioned and have adequate ventilation, which do not exist in the current facility.
20. **Soccer Field & Outdoor Kinesiology Laboratories (New Construction) @ CHC:** The proposed project will provide outdoor area improvements for a regulation sized soccer/multi-purpose synthetic turf field, synthetic running track, tennis courts (6), and expansion of golf practice areas. The project will also provide spectator seating areas, cross-county support facilities, and mountain biking support facilities.
21. **Maintenance and Operations Additions (New Construction) @ CHC:** This project will construct a permanent facility to house the College's Maintenance and Operations functions. The project will replace temporary storage bins and add space for offices and vehicle storage.
22. **East Instructional Building (New Construction) @ CHC:** This project will construct a new building of approximately 40,000 GSF. The project will demolish and replace the Visual Arts Building, and East Complexes 1 and 2. The new building will house classroom and laboratory functions for physical and biological sciences. The building will also include faculty offices, open computer labs, tutoring and collaboration space, counseling areas, and a satellite food service area.
23. **Teaching Pool (New Construction) @ CHC:** This project will construct a new variable depth pool for instruction and warm-up for athletics.
24. **Central Complex 2 Renovation (CHS) @ CHC:** This project will renovate the Center Complex 2 (CHS). The project will include code compliance and building system upgrades, modernize instructional and student support space, and repurpose vacated areas for laboratory and tutoring space.
25. **Child Development Center Renovation (CDC) @ CHC:** This project will renovate the three existing Child Development Center buildings on campus. Scope of work will also include renovation of the exterior play yard, replacement of fencing, and improvements to the parking area and walking paths.
26. **PAC Building (New Construction) @ SBVC:** This project was identified in the facility master plan for future consideration.
27. **District Office Expansion:** The district office expansion project was mentioned in master plan for recommendation only. Consolidate SBCCD Technology & Educational Support Services and Printing Services.

Districtwide Facilities Master Plan Project List

28. **SBVC Campuswide Infrastructure:** The campus wide infrastructure includes: vehicular, circulation and parking, security & safety, learning environment upgrades, and enriched outdoor environment.
29. **CHC Campuswide Infrastructure:** The campus wide infrastructure includes: vehicular, circulation and parking, security & safety, learning environment upgrades, and enriched outdoor environment.

Proposed

PRO-SWAP MEET PARKING

MY VERNON AVE

T

MCHS

ESPERANZA ST

BOTHWELL AVE

GRANT AVE

MONTEREY AVE

K ST

2016 LONG-RANGE CAMPUS MASTER PLAN

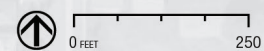
BUILDING KEY

ID	Building Name
AD	ADMINISTRATION
ART	ART CENTER
AUD	AUDITORIUM
B	BUSINESS
CC	CAMPUS CENTER
CP1	CENTRAL PLANT 1
CP2	CENTRAL PLANT 2
CDC	CHILD DEVELOPMENT CENTER
CTS	COMPUTER TECHNOLOGY CENTER
GRND	GROUNDS
GYM	GYMNASIUM
HLS	HEALTH & LIFE SCIENCE
LIB	LIBRARY
M&O	MAINTENANCE & OPERATIONS
MC	MEDIA/COMMUNICATIONS
NH	NORTH HALL
O	OBSERVATORY
PAC	PERFORMING ARTS CENTER
PATH1	CAREER PATHWAYS 1
PATH2	CAREER PATHWAYS 2
PRK	PARKING STRUCTURE
PS	PHYSICAL SCIENCES
PL	PLANETARIUM
SS/INST	STUDENT SERVICES/ INSTRUCTIONAL BUILDING
TEL	TELECOM BUILDING
WARE	WAREHOUSE

LEGEND

---	PROPERTY LINE
█	EXISTING FACILITIES
█	PROPOSED RENOVATIONS
█	PROPOSED NEW FACILITIES
█	PROPOSED PARKING STRUCTURE

HMC Architects



2016 LONG-RANGE CAMPUS MASTER PLAN

BUILDING KEY

ID	Building Name
CYN	CANYON HALL
CNTL1	CENTRAL COMPLEX
CNTL2	CENTRAL COMPLEX 2
CDC	CHILD DEVELOPMENT CENTER
CTB	CLOCK TOWER BUILDING
CCR	CRAFTON CENTER
CHL	CRAFTON HALL
EIB	EAST INSTRUCTIONAL BUILDING
EVPSTC	EAST VALLEY PUBLIC SAFETY TRAINING CENTER
GYM	GYMNASIUM
KHA	KINESIOLOGY, HEALTH EDUCATION & AQUATIC COMPLEX
LRC	LEARNING RESOURCES CENTER
M&O	MAINTENANCE & OPERATIONS
PAC	PERFORMANCE ARTS CENTER
PSAH	PUBLIC SAFETY & ALLIED HEALTH
SSB	STUDENT SUPPORT BUILDING
WEST	WEST COMPLEX

LEGEND

PROPERTY LINE

EXISTING PERMANENT FACILITIES

PROPOSED RENOVATIONS

NEW FACILITIES

HMC Architects



0 FEET 200

170

CRAFTON VILLAGE (FUTURE)



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: May 11, 2017

SUBJECT: Consideration of Approval of Board Policies for Final Approval

RECOMMENDATION

It is recommended that the Board of Trustees approve the Board Policies. Administrative Procedures are submitted for information and review for consistency with Board policies.

AP 2710, BP 2715, BP/AP 4222, BP/AP 4225, BP/AP 5031, BP 7310, BP 7360

ANALYSIS

The changes to the APs and BPs were submitted for First Reading on April 13 2017.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- II. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

None.

San Bernardino Community College District
Board Policy
Chapter 2 – Board of Trustees

BP 2710 CONFLICT OF INTEREST

(Replaces current SBCCD BP 2260)

The public office is a public trust created in the interest and for the benefit of the people. Members of the Board and employees of the District are expected to act with integrity, fidelity, and without bias for the primary benefit of the public.

DEFINITIONS

Financial Interest: As defined in Government Code Section 87103, a public official has a financial interest in a decision if it is reasonably foreseeable that the decision will have a material financial effect, distinguishable from its effect on the public generally, on the official (direct interest), a member of the official's immediate family (indirect interest), or on any of the following:

- a) Any business entity in which the public official has a direct or indirect investment worth two thousand dollars (\$2,000) or more.
- b) Any real property in which the public official has a direct or indirect interest worth two thousand dollars (\$2,000) or more.
- c) Any source of income, except gifts or loans by a commercial lending institution made in the regular course of business on terms available to the public without regard to official status, aggregating five hundred dollars (\$500) or more in value provided or promised to, received by, the public official within 12 months prior to the time when the decision is made.
- d) Any business entity in which the public official is a director, officer, partner, trustee, employee, or holds any position of management.
- e) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating four hundred sixty dollars (\$460) or more in value provided to, received by, or promised to the public official within 12 months prior to the time when the decision is made. The gift limit shall be adjusted biennially by the Fair Political Practices Commission.

Financial interests may be direct or indirect. An indirect investment or interest means any investment or interest owned by the spouse or dependent child of a public official, by an agent on behalf of a public official, or by a business entity or trust in which the official, the

official's agents, spouse, and dependent children own directly, indirectly, or beneficially a 10-percent interest or greater.

Making a Decision: As defined in Section 18704(a) of Title 2 of the California Code of Regulations (CCR), a public official makes a governmental decision if the official authorizes or directs any action, votes, appoints a person, obligates or commits the District to any course of action, or enters into any contractual agreement on behalf of the District.

Participating in a Decision: As defined in Section 18704(b) of Title 2 of the CCR, a public official participates in a governmental decision if the official provides information, an opinion, or a recommendation for the purpose of affecting the decision *without significant intervening substantive review*. This includes partaking in preliminary discussions, negotiations, planning, solicitation or evaluation of bids, voting, or debating that precedes the making of a decision.

Using Official Position to Attempt to Influence a Decision: As defined in Section 18704(c) of Title 2 of the CCR, a public official uses his or her official position to influence a governmental decision if he or she: (1) contacts or appears before any District official or in an agency subject to the authority or budgetary control of the District for the purpose of affecting a decision; or (2) contacts or appears before any official in any other government agency for the purpose of affecting a decision, and the public official acts or purports to act within his or her authority or on behalf of the District in making the contact.

Note: Making, participating in, or influencing a governmental decision does not include activities listed under Section 18704(d) of Title 2 of the CCR.

POLICY STATEMENTS

Board members and employees must avoid conflicts of interest as well as the appearance of impropriety.

In accordance with the Political Reform Act of 1974 and Government Code Section 87100, Board members, employees and consultants must not make or participate in any governmental decision in which he or she knows or has reason to know he or she has a financial interest.

Pursuant to Government Code Section 1090, Board members and employees shall not be financially interested in any contract made by them in their official capacity, or by any body or board of which they are members. All Board members are conclusively presumed to participate in the making of all contracts under the Board's jurisdiction. Hence, the aforementioned prohibition is absolute, and applies even if the contract is fair and equitable and the Board member abstains from all participation in the decision.

Where an employee, rather than a Board member, is financially interested in a contract, the District is only prohibited from making the contract if the employee was at any point involved in the process of making the contract.

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

If a Board member or employee has a financial interest in a decision being considered by the Board, the financial interest must be disclosed in sufficient detail to the Board during a Board meeting, and noted in the official Board minutes. The Board member must disqualify him or herself from discussing and voting on the matter, and must leave the room until after discussion, vote, and any other disposition of the matter is concluded. A Board member or employee who has a financial interest must not influence or attempt to influence the decision.

Collective Bargaining Agreements

Where a member of the Board receives health benefits from the District as a former faculty member in an amount that is required by contract to be equal to the amount of health benefits the District provides to current faculty members under the terms of a collective bargaining agreement, the Board of Trustees may renegotiate the amount of health benefits provided under the current collective bargaining agreement so long as the financially interested Board member does not participate in the decision-making process.

Rule of Necessity

The District may enter into a contract despite a conflict of interest under Government Code Section 1090 and Section 87100, where there is no other alternative for the procurement of essential goods or services, and the acquisition of such goods or services is a necessity. However, the financially interested Board member or employee must abstain from any participation in the decision.

Section 87100 does not prevent any public official from making or participating in the making of a governmental decision to the extent his or her participation is legally required for the action or decision to be made. The fact that an official's vote is needed to break a tie does not make his or her participation legally required for purposes of this section.

Whenever a public official who has a financial interest in a decision is legally required to make or participate in making such a decision, the potential conflict of interest and the legal basis for concluding that there is no alternative source of decision shall be disclosed to the Board in sufficient detail and noted in the official Board minutes.

Incompatible Activities & Offices

Pursuant to Government Code Section 1126 and 1099, a Board member or employee shall not hold incompatible offices nor engage in any employment, activity, or enterprise

for compensation which is inconsistent with, incompatible with, in conflict with or inimical to his or her duties as an officer of the District.

Offices are incompatible if there is any significant clash of duties or loyalties between the offices, if the dual office holding would be improper for reasons of public policy, or if either office exercises a supervisory, auditory, or removal power over the other.

When two offices are incompatible, a Board member shall be deemed to have forfeited the first office upon acceding to the second.

In accordance with Education Code Section 72103(b), an employee of the District may not be sworn in as an elected or appointed member of the Board of Trustees unless and until he or she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office. This provision does not apply to an individual who is usually employed in an occupation other than teaching and who also is, at the time of election to the Board, employed part time by the District to teach no more than one course per semester or quarter in the subject matter of that individual's occupation.

Representation

Pursuant to Government Code 87406.3, elected officials and the Chancellor shall not, for a period of one-year after leaving their position, act as an agent or attorney for, or otherwise represent, for compensation, any other person, by making any formal or informal appearance before, or by making any oral or written communication to, the District, if the appearance or communication is made for the purpose of influencing administrative or legislative action, or influencing any action or proceeding involving the issuance, amendment, awarding, or revocation of a permit, license, grant, or contract, or the sale or purchase of goods or property.

Conflict of Interest Code

In compliance with the Political Reform Act of 1974 and Government Code Section 87300, the District shall establish a Conflict of Interest Code to provide for disclosure of reportable financial interests of Board members and designated employees, who may be affected by their official actions, and to prevent them from making or participating in the making of governmental decisions which may foreseeably have a material effect on their financial interest.

Board members, designated employees, and consultants in designated positions shall file statements of economic interest with the filing officer identified by the Conflict of Interest Code.

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

Also see AP 2712 titled Conflict of Interest Code

References: Government Code Sections 1090 et seq.; 1126; and 87200 et seq.;

177 Title 2 Sections 18730 et seq.
178

Adopted: 9/21/91

Revised: 4/8/04, 4/9/15, 5/12/16

179
180

San Bernardino Community College District
Administrative Procedure
Chapter 2 – Board of Trustees

AP 2710 CONFLICT OF INTEREST

Incompatible Activities (Government Code Sections 1126 and 1099)

Board members and employees shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with or inimical to the Board member's duties as an officer of the District. A Board member shall not simultaneously hold two public offices that are incompatible. When two offices are incompatible, a Board member shall be deemed to have forfeited the first office upon acceding to the second.

Financial Interest (Government Code Sections 1090 et seq.)

Board members and employees shall not be financially interested in any contract made by the Board or in any contract they make in their capacity as members of the Board or as employees.

A Board member shall not be considered to be financially interested in a contract if his/her interest meets the definitions contained in applicable law (Government Code Section 1091.5).

A Board member shall not be deemed to be financially interested in a contract if he/she has only a remote interest in the contract and if the remote interest is disclosed during a Board meeting and noted in the official board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other member of the Board to enter into the contract. Remote interests are specified in Government Code Section 1091(b); they include, but are not limited to, the interest of a parent in the earnings of his or her minor child.

No Employment Allowed (Education Code Section 72103(b))

An employee of the District may not be sworn in as an elected or appointed member of the Governing Board unless and until he/she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office. This provision does not apply to an individual who is usually employed in an occupation other than teaching and who also is, at the time of election to the Board, employed part time by the District to teach no more than one course per semester or quarter in the subject matter of that individual's occupation (Education Code Section 72103(b)).

Financial Interest in a Decision (Government Code Sections 87100 et seq.)

If a Board member or employee determines that he/she has a financial interest in a decision, as described in Government Code Section 87103, this determination shall be disclosed and made part of the Board's official minutes. In the case of an employee, this announcement shall be made in writing and submitted to the Board. A Board member, upon identifying a conflict of interest, or a potential conflict of interest, shall do all of the following prior to consideration of the matter.

- Publicly identify the financial interest in detail sufficient to be understood by the public;
- Recuse himself or herself from discussing and voting on the matter;
- Leave the room until after the discussion, vote, and any other disposition of the matter is concluded unless the matter is placed on the agenda reserved for uncontested matters. A Board member may, however, discuss the issue during the time the general public speaks on the issue.

Gifts (Government Code Section 89503)

Board members and any employees who manage public investments shall not accept from any single source in any calendar year any gifts in excess of the prevailing gift limitation specified in law.

Designated employees shall not accept from any single source in any calendar year any gifts in excess of the prevailing gift limitation specified in law if the employee would be required to report the receipt of income or gifts from that source on his/her statement of economic interests.

The above limitations on gifts do not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value.

Gifts of travel and related lodging and subsistence shall be subject to the above limitations except as described in Government Code Section 89506.

A gift of travel does not include travel provided by the District for Board members and designated employees.

Board members and any employees who manage public investments shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering (Government Code Sections 89501 and 89502).

Designated employees shall not accept any honorarium that is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, if the employee would be required to report the receipt of income or gifts from that source on his/her statement of economic interests. The term "honorarium" does not include:

- Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession unless the sole or predominant activity of the business, trade or profession is making speeches.
- Any honorarium that is not used and, within 30 days after receipt, is either returned to the donor or delivered to the District for donation into the general fund without being claimed as a deduction from income tax purposes.

Representation (Government Code Section 87406.3)

Elected officials and the ~~[CEO]~~ Chancellor shall not, for a period of one-year after leaving their position, act as an agent or attorney for, or otherwise represent for compensation, any person appearing before that local government agency.

Contracts Supported by Federal Funds (2 Code of Federal Regulations Part 200.318(c)(1))

No employee, Board member, or agent of the District may participate in the selection, award, or administration of a contract supported by a federal award if he/she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, Board member, or agent, any member of his/her immediate family, his/her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The Board members, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. Disciplinary action will be taken for violations of such standards by Board members, employees, or agents of the District.

References: Government Code Sections 87105 and 87200-87210;
Title 2 Sections 18700 et seq.;
2 Federal Code of Regulations Part 200.318(c)(1); and
other citations as listed below

Approved:

San Bernardino Community College District
Board Policy
Chapter 2 – Board of Trustees

BP 2715 CODE OF ETHICS/STANDARDS OF PRACTICE

(Replaces current SBCCD BP 2010)

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

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

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

~~Charges by any person that a member of the Board of Trustees has violated laws and regulations of the Board's Code of Ethics shall be directed to the President of the Board or the Board itself. The President of the Board may establish an ad hoc committee to examine the charges and recommend further courses of action to the Board.~~

~~The~~

~~Board member subject to the charge of misconduct shall not be precluded from presenting information to the committee. Possible courses of action include:~~

~~• 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~~

~~43 — Board Meeting and affirm its policy expectation, and/or the Board may move to~~
~~44 — censure the trustee.~~

45 — The Board maintains high standards of ethical conduct for its members. Members of the Board are responsible to establish and uphold, implement and enforce all laws and codes applying to the District. Given this basic charge, the activities and deliberations of the Board of Trustees will be governed by the following Code of Ethics:

Each member of the Board will:

1. Avoid any situation that may constitute a conflict of interest and disqualify him/herself from participating in decisions in which he or she has a financial interest. Conflicts of interest may relate not only to the individual trustee but also to his or her family and business associates, or transactions between the District and trustees, including hiring relatives, friends, and business associates as college employees.
2. Recognize that the Board acts as a whole and that the authority rests only with the Board in a legally constituted meeting, not with individual members.
3. Maintain confidentiality of all Board discussions held in closed session and recognize that deliberations of the Board in closed session are not to be released or discussed in public without the prior approval of the Board by majority vote, in compliance with BP 2315.
4. As an agent of the public - entrusted with public funds - protect, advance, and promote the interest of all citizens maintaining independent judgment unbiased by private interests or special interest groups.
5. Ensure that the District, in compliance with all applicable Federal and State laws, does not discriminate on the basis of race, color, national origin, ancestry, marital status, age, religion, disability, sex, or sexual orientation in any of its policies, procedures or practices.
6. In all decisions hold the educational welfare and equality of opportunity of the students of the District as his or her primary concern; Board members should demonstrate interest in and respect for student accomplishments by attending student ceremonies and events.
7. Attend and participate in all meetings insofar as possible, having prepared for discussion and decision by studying all agenda materials.
8. Conduct all District business in open public meetings unless in the judgment of the Board, and only for those purposes permitted by law, it is appropriate to hold a closed session.
9. Enhance his or her ability to function effectively as a trustee through devotion of time to study contemporary educational issues, as well as attendance at professional workshops and conferences on the duties and responsibilities of trustees.

Promote and maintain good relations with fellow Board members by:

1. Respectfully working with other Board members in the spirit of harmony and cooperation and giving each member courteous consideration of his or her opinion.
2. Respecting the opinion of others and abiding by the principle of majority rule.

Promote an effective working relationship with the Chancellor and district staff by:

1. Providing the responsibility, necessary authority, and support to effectively perform their duties.
2. Referring complaints and/or criticisms through the appropriate channels as previously agreed upon by the Chancellor and the Board.

Be an advocate of the District in the community by encouraging support for and interest in the San Bernardino Community College District.

All Board members are expected to maintain the highest standards of conduct and ethical behavior and to adhere to the Board's Code of Ethics. The Board will be prepared to investigate the factual basis behind any charge or complaint of trustee misconduct. A Board member may be subject to a resolution of censure by the Board should it be determined that trustee misconduct has occurred. Censure is an official expression of disapproval passed by the Board.

A complaint of trustee misconduct will be referred to an ad hoc committee composed of three trustees not subject to the complaint. In a manner deemed appropriate by the committee, a fact-finding process shall be initiated and completed within a reasonable period of time to determine the validity of the complaint. The committee shall be guided in its inquiry by the standards set forth in the Board's Code of Ethics as defined in policy. The trustee subject to the charge of misconduct shall not be precluded from presenting information to the committee. The committee shall, within a reasonable period of time, make report of its findings to the Board for action.

46 **Reference:** ACCJC Accreditation Standard IV.C.11 (formerly IV.B.1.a, e, & h)

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Adopted: 1/11/01

Revised: 9/14/06, 11/13/14, 12/11/14

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San Bernardino Community College District
Board Policy
Chapter 4 – Academic Affairs

BP 4222 REMEDIAL COURSEWORK

(Replaces current SBCCD BP 4222)

❖ **From current SBCCD BP 4222 titled Remedial Coursework Limit**

The District Chancellor shall ensure that administrative procedures are written to provide for remedial coursework. Additionally, the Chancellor shall ensure that the administrative procedures comply with the requirements in Title 5 Regulations.~~A student enrolled in remedial coursework shall not receive credit for more than 30 units of such coursework in the District. Remedial coursework earned in another District shall not be counted toward the 30-unit limit.~~

Reference: Title 5, Section 55035

Adopted: 4/8/04

Revised: 4/9/09, _____

San Bernardino Community College District
Administrative Procedure
Chapter 4 – Academic Affairs

AP 4222 REMEDIAL COURSEWORK

(Replaces current SBCCD AP 4222)

NOTE: This procedure is **legally required**. Local practice may be inserted here, which must include the following:

~~Remedial coursework consists of pre-collegiate basic skills courses.~~

~~A student's need for remedial coursework shall be determined using appropriate assessment instruments, methods, or procedures.~~

~~No student shall receive more than 30 semester units for remedial coursework. A student who exhausts this unit limitation shall be referred to appropriate adult noncredit education services.~~

~~A student who successfully completes remedial coursework or who demonstrates skill levels which assure success in college-level courses may request reinstatement to proceed with college level coursework.~~

~~Students enrolled in one or more courses of English as a Second Language and students identified as having a learning disability are exempt from the limitations of this procedure.~~

~~Students who demonstrate significant, measurable progress toward development of skills appropriate to enrollment in college-level courses may be granted a waiver of the limitations of this procedure.~~

~~The SBCCD catalogs shall include a clear statement of the limited applicability of remedial coursework toward fulfilling degree requirements and any exemptions that may apply to this limitation.~~

❖ **From current SBCCD AP 4222 titled Remedial Coursework Limit**

Remedial Coursework Limit

A. Course Definition

Remedial coursework refers to non-degree, pre-collegiate, basic skills offered for college credit to include reading, writing, computation, learning skills, study skills, and English as a Second Language designed to ensure acquisition of those skills necessary for successful completion of associate degree, transfer, and occupational courses. A student's need for remedial coursework shall be determined using appropriate assessment instruments, methods, or procedures.

B. Limits

A student enrolled in remedial coursework as identified above shall not receive credit for more than 30 units of such coursework earned in this District. Remedial coursework earned in another District shall not be counted toward the 30-unit limit. A student who exhausts this unit limitation shall be referred to appropriate adult noncredit education services.

C. Exemptions

All remedial courses taken by students enrolled in English as a Second Language courses and students identified by the District for learning disabled programs are exempted from the limitations imposed above.

D. Waivers

A student who shows significant, measurable progress toward the development of skills appropriate to enrollment in college-level courses may apply for a waiver of the 30-unit limit through the college petitions process. A waiver shall be subject to the following conditions:

1. A student must have been continuously enrolled and have completed at least 24 units of remedial coursework with a grade of C or better.
2. A petition for waiver must have the recommendation of a college counselor.
3. Additional remedial coursework shall be specified in a course list prepared by a college counselor.
4. Additional coursework shall be limited to two additional courses above the 30-unit limit not to exceed eight units.
5. Any coursework approved through the waiver process shall be completed within the semester that immediately follows the reaching of the 30-unit limit.
6. A grade of P (pass) constitutes satisfactory progress.

E. Academic Probation, Dismissal

A student enrolled in remedial coursework is subject to the District standards for academic probation and/or dismissal. In addition, a student who does not attain full eligibility status for college-level work within the 30-unit limit described above shall, unless provided with a waiver, be dismissed and referred to adult noncredit education courses. Students enrolled in remedial coursework shall be notified of unsuccessful progress through the regular college counseling and advising process.

F. Reinstatement

A student may, upon successful completion of appropriate remedial coursework elsewhere, or upon demonstration of skills levels that will reasonably assure success in college-level courses, request reinstatement to proceed with college-level coursework by filing a petition with the Vice-President of Student Services.

F.G. College Catalog

~~A student may, upon successful completion of appropriate remedial coursework elsewhere, or upon demonstration of skills levels that will reasonably assure success in college-level courses, request reinstatement to proceed with college-level coursework by filing a petition with the Vice-President of Student Services.~~
The SBVC and the CHC catalogs include a clear statement of the limited applicability of remedial coursework toward fulfilling degree requirements and any exemptions that may apply to this limitation.

Reference: Title 5, Section 5035
ACCJC Accreditation Standard II.A.4

Approved: 2/12/09

Revised:

San Bernardino Community College District
Board Policy
Chapter 4 – Academic Affairs

BP 4225 COURSE REPETITION

(Replaces current SBCCD BP 4225)

~~NOTE: The language in red ink is legally required.~~

~~❖ From current SBCCD BP 4225 titled Course Repetition~~

Students may repeat courses in which substandard grades (less than "C," and including "FW") were earned. Reasonable limitations on course repetition are described in AP 4225 titled Course Repetition.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Under special circumstances, students may repeat courses in which a C or better grade was earned. The special circumstances are defined in administrative regulations.

References: Title 5, Sections 55040, 55041, 55044, and 58161

Adopted: 5/13/04

Revised:

San Bernardino Community College District
Administrative Procedure
Chapter 4 – Academic Affairs

AP 4225 COURSE REPETITION

(Replaces current SBCCD AP 4225)

~~**NOTE:** The Policy and Procedure Service's template for AP 4225 titled Course Repetition was updated due to legal revisions in 7/02, 8/03, 8/06, 8/07, 2/08, 4/09, 9/12, and 10/13. The language in red ink is **legally required**. Local practice may be inserted here, which must include the following:~~

Students may petition for approval to repeat up to a total of ~~[insert number]~~16 units in which substandard grades (less than "C," and including "FW") were awarded in the following courses:

- Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree;
- Intercollegiate athletics courses; and
- Intercollegiate academic or vocational competition courses. Such courses may be repeated no more than four times for semester courses.

Students may enroll in activity courses in physical education, visual arts, or performing arts. Such courses may not be repeated for more than four semesters. This limit applies even if the student receives a substandard grade or "W" during one or more enrollment or if a student petitions for repetition for repetition due to extenuating circumstances.

~~**[Insert local processes for petitioning for approval]**~~

When a student repeats a class to alleviate substandard academic work, the previous grade and credit shall be disregarded in the computation of grade point averages.

When a student with a disability repeats a class, the previous grade and credit shall be disregarded in the computation of grade point averages.

Courses that are repeated shall be recorded on the student's permanent academic record using an appropriate symbol.

Annotating the permanent academic record shall be done in a manner that all work remains legible, insuring a true and complete academic history.

Nothing can conflict with Education Code Section 76224 pertaining to the finality of grades assigned by instructors, or with Title 5 or District procedures relating to retention and destruction of records.

A student earning a satisfactory grade in a course may not enroll in that course again unless one of the following exceptions applies:

- In courses designated by the District as repeatable in accordance with AP 4227.
- In enrollments based on lapse of time in accordance with AP 4228.
- In variable unit courses offered on an open-entry/open-exit basis in accordance with AP 4229.
- In documented cases of extenuating circumstances for one additional enrollment in the same course as determined by the Scholastics Standards Committee. Extenuating circumstances are verified cases of accidents, illness, or other circumstance beyond the student's control. ○ Students must have received a passing or substandard grade on the prior enrollment, but not a withdrawal.
 - Prior grade will be disregarded in computing the student's GPA.
- In a cooperative work experience (Occupational work experience) course, if the course is not offered as a variable unit open-entry/open-exit course. ○ Students may earn up to a total of 16 units in all types of cooperative work experience education.
 - No more than 8 units of cooperative work experience in a given field may be taken during one term.
 - A student may repeat a cooperative work experience course any number of times so long as the student does not exceed the limits on the number of units of cooperative work experience education.
 - All previous grades and credits must be factored in computing the student's GPA.
- In classes designated as "special classes" as a disability-related accommodation for a reason specified in Title 5 Section 56029. ○ All previous grades and credits must be factored in computing the student's GPA.
- In a course that is required by statute or regulation as a condition of an individual student's paid or volunteer employment as determined by the Scholastic Standards Committee. Verification that the course is required by statute or regulation must be documented. ○ All previous grades and credits must be factored in computing the student's GPA.
- In cases of significant change in industry or licensure standards such that repetition of the course is necessary for the student's employment or licensure as determined by the Scholastics Standards Committee. Verification that the course is required for employment or licensure must be documented. ○ All previous grades and credits must be factored in computing the student's GPA.

A student receiving a substandard grade may enroll in the credit course again under the following specified circumstances. Substandard academic grades include the grading symbols “D,” “F,” “FW,” “NP,” or “NC”. Withdrawals from courses count toward the total enrollment limitation.

- A student whose prior enrollment resulted in a substandard grade or who withdrew from a course and received a “W”. ○ The student may enroll one additional time and may be recommended to use available San Bernardino Valley College resources to pass the course.
 - If the student receives a substandard grade or withdrawal in the second enrollment, the student may petition to enroll in the same course a third time with the Counseling Department. The student must receive approval from their Counselor Designee to be approved to repeat the course.
 - A student may only enroll in the same course a fourth time if authorized by another provision of this policy.
 - A student may not receive a fourth Withdrawal in a course.
 - Military withdrawal, withdrawals due to extraordinary conditions (Title 5 Section 58509), and withdrawals where the district determines discriminatory treatment has occurred do not count toward the enrollment limit.
 - When a student repeats a course in which they received a substandard grade and the student receives a letter grade upon completion of the course, the first two prior grades will be disregarded in computing the GPA.
- In courses designated by the District as repeatable in accordance with AP 4227.
- In variable unit courses offered on an open-entry/open-exit basis in accordance with AP 4229.
 - In documented cases of extenuating circumstances for one additional enrollment in the same course as determined by the Scholastic Standards Committee
Extenuating circumstances are verified cases of accidents, illness, or other circumstance beyond the student’s control. ○ Students must have received a passing or substandard grade on the prior enrollment, but not a withdrawal.
 - Prior grade will be disregarded in computing the student’s GPA.
- In a cooperative work experience course, if the course is not offered as a variable unit open-entry/open-exit course. ○ Students may earn up to a total of 16 units in all types of cooperative work experience education.
 - No more than 8 units of cooperative work experience in a given field may be taken during the one term.
 - A student may repeat a cooperative work experience course any number of times so long as the student does not exceed the limits on the number of units of cooperative work experience education.
 - All previous grades and credits must be factored in computing the student’s GPA.

- In classes designated as "special classes" as a disability-related accommodation for a reason specified in Title 5 Section 56029. o Prior grades will be disregarded in computing the student's GPA.
- In a course that is required by statute or regulation as a condition of an individual student's paid or volunteer employment as determined by the Scholastics Standards Committee Verification that the course is required by statute or regulation must be documented. o All previous grades and credits must be factored in computing the student's GPA.
- In cases of significant change in industry or licensure standards such that repetition of the course is necessary for the student's employment or licensure as determined by the Scholastics Standards Committee. Verification that the course is required for employment or licensure must be documented. o All previous grades and credits must be factored in computing the student's GPA.

In addition to the foregoing enrollment limitations, a student's enrollment in active participatory courses in physical education and visual or performing arts is limited to four enrollments in levels and/or variations if the course the student is seeking to enroll in is related in content to one that he or she has previously been or is currently enrolled in unless an exception applies. All grades and credits received count in computing GPA, unless an exception applies. A course related in content includes any course with similar primary educational activities in which skill levels or variations are separated into distinct courses with different student learning outcomes for each level or variation.

- Enrollment based on significant lapse of time in accordance with AP 4228 count toward the four enrollment limit, except that if a student has exhausted the four enrollment limit, one additional enrollment in the same course may be permitted.
- In variable unit courses offered on an open-entry/open-exit basis in accordance with AP 4229, except that if the course is an active participatory course in physical education, in which case each enrollment in a portion of the course counts toward the limitation for courses that are related in content.

Courses designated by the District as repeatable in accordance with AP 4227 that are active participatory courses in physical education, visual arts, or performing arts are subject to the enrollment limitations for courses that are related content. Students may only have four enrollments in one course or a combination of courses related in content. All grades and credits received count in computing the student's GPA.

A student may repeat a course at another accredited college to alleviate a substandard grade earned at Citrus College, except that not more than two substandard grades may be disregarded in one course. The student shall file a petition with the Admissions and Records Office and verify the grade with an official college transcript.

Grades disregarded through academic renewal in accordance with AP 4240 are not subject to the limitations outlined in this policy.

Courses that are repeated shall be recorded on the student's permanent academic record using an appropriate symbol. Annotating the permanent academic record shall be done in a manner that all work remains legible, ensuring a true and complete academic history. Nothing

herein shall be construed in such a way that it conflicts with Education Code Section 76224 pertaining to the finality of grades assigned by instructors, with Title 5, or District procedures relating to retention and destruction of records.

NOTE: ~~Inclusion of the following depends on District practice. The elements are optional.~~

- ~~Students may petition for approval to repeat up to a total of [insert number that is not more than three] units in which substandard grades (less than "C," and including "FW," "NP," or "NC") were awarded as long as the District does not claim apportionment under Title 5 Section 58161. The District may disregard the first two substandard grades if the student repeats the class two or more times.~~

~~Insert local processes for petitioning for approval, which may include:~~

- ~~A list of the specific courses or categories of courses, if any, which are exempt from course repetition.~~
- ~~Requirements to repeat courses after a significant amount of time [include a definition of significant lapse of time, such as 36 months] or the District has established a recency prerequisite.~~
- ~~An institute of higher learning established a recency requirement, which the student will not be able to satisfy without repeating the course. A student may petition for repetition if less than [set period of time, no less than 36 months] have elapsed and the student provides documentation that the repetition is necessary for transfer.~~
- ~~Provisions for repeating a course taken at another accredited college or university for which substandard academic performance is recorded.~~
- ~~Circumstances under which students may repeat courses in which a C or better grade was earned. Such course repetition requires a finding that extenuating or extraordinary circumstances exist which justify such repetition. Extraordinary circumstances are those which would justify the District providing the student a refund. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student. Grades awarded for courses repeated under these provisions [NOTE: When a course is repeated pursuant to this section, the District may allow the previous grade and credit to be disregarded in computing the student's GPA -- select shall or may] be included when calculating a student's grade point average.~~
- ~~Limits on the number of times students may repeat a course.~~

- ~~Students may not enroll in a course more than three times, except in limited circumstances, described below. Enrollments include any combination of withdrawals and repetitions.~~
- ~~Students may repeat a work experience course pursuant to District policy any number of times as long as they do not exceed the limits on the number of units of cooperative work experience set forth in Title 5 Section 55253(a).~~
- ~~Students with disabilities can repeat a special class for students with disabilities any number of times when an individualized determination verifies that such repetition is required as a disability-related accommodation for the student for one of the reasons specified in Title 5 Section 56029. [NOTE: The District may allow the previous grade to be disregarded when computing the GPA each time the course is repeated. If the District determines to do so, include: The District will disregard previous grades in computing the student's GPA each time the course is repeated.]~~
- ~~Students may repeat a course any number of times where it is required for a student to meet a legally mandated training requirement as a condition of continued paid or volunteer employment, regardless of whether the student recorded substandard work. [Insert local procedure for students to certify the course is legally mandated.]~~

~~Students may petition to repeat a course needed for employment or licensing because of a significant change in the industry or licensure standards. Students may take these courses any number of times. [Insert policy to require students to certify the course is needed because of a significant change in the industry or licensure standards.]~~

~~❖ From current SBCCD AP 4225 titled Course Repetition~~

A. Repetition to Improve Substandard Grade

1. A student who earns a grade of D, F, or NP in a course may repeat that course two times. The units earned in such course will be counted only once toward the degree or certificate. This will apply whether the course was repeated at one of the colleges in the district or at another accredited college or university. The most recent grade will be counted in the student's grade point average.
2. The new grade shall be annotated in the student's permanent record in such a way that all work attempted, once entered on the record, remains legible and reflects the student's true and complete academic record.

~~(NOTE: The following language shown in grey shading is already reflected in AP 4227 titled Repeatable Courses)~~

B. Repetition/Special Circumstances

Under special circumstances, students may repeat courses in which a C or better grade was earned.

Students are allowed to repeat a course without petition when repetition is necessary to enable that student to meet a legally mandated training requirement as a condition of volunteer or paid employment. Students can repeat such courses any number of times, even if they received a grade of C or better; however, the grade received by the student each time will be included in calculations of the student's grade point average.

Students with disabilities can repeat a special class for students with disabilities any number of times when an individualized determination verifies that such repetition is required as a disability-related accommodation.

C. Activity-Based Courses

Certain activity-based courses may be repeated when the faculty has determined that the student is best able to achieve the objectives of the course through repetition. If a course number includes the notation x2, x3, or x4, then the course may be taken 2, 3, or 4 times. In accordance with Title 5, Section 55763 (c) *(NOTE: This Title 5 Section was repealed)*, students may also repeat courses that are necessary to meet a legally mandated training requirement as a condition of continued paid or volunteer employment. Students can repeat such courses any number of times, even if they received a grade of C or better; however, the grade received by the student each time will be included in calculations of the student's grade point average.

Students are allowed to repeat a cooperative work experience course if a college only offers one course in cooperative work experience. Where only one work experience course is offered, students may be permitted to repeat this course any number of times as long as they do not exceed the limits on the number of units of cooperative work experience set forth in Title 5 Section 55253(a).

Students may repeat courses that have been designated as activity courses and where it is found that the course content differs each time it is offered to enhance the skills and proficiencies of the student. Activity courses where the content differs each time the course is offered but the primary educational activity remains the same. Examples of such activity courses include physical education and courses in music, art, theater and dance. Absent substandard academic work courses may not be repeated for more than three semesters or five quarters including summers and intersessions.

D.B. _____ Transfer Credit

In determining transfers of a student's credit, similar prior course repetition actions by other accredited colleges and universities may be honored.

The Records Office shall keep records of all actions taken under course repetition procedures.

References: Education Code Section 76224;

Title 5 Sections 55040, 55041, 55042, 55043, 55253, and 56029

*~~NOTE: The **red ink** signifies language that is **legally required** and recommended by the Policy and Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in **black ink** is from the current SBCCD AP 4225 titled Course Repetition approved on 2/12/09. The language in **blue ink** is included for consideration.~~*

Approved: 2/12/09

Revised:

San Bernardino Community College District
Board Policy
Chapter 5 – Student Services

BP 5031 INSTRUCTIONAL MATERIALS FEES

(Replaces current SBCCD BP 5031)

Students may be required to provide instructional and other materials required for a credit or non-credit course. Such materials shall be of continuing value to a student outside of the classroom setting and shall not be solely or exclusively available from the District.

References: Education Code Section 76365;
Title 5 Section 59400 et seq.

Adopted: 6/10/04

Revised:

San Bernardino Community College District
Administrative Procedure
Chapter 5 – Student Services

AP 5031 INSTRUCTIONAL MATERIALS FEES

Students may be required to provide instructional materials required for a credit or non-credit course. Such materials shall be of continuing value to a student outside of the classroom setting and shall not be solely or exclusively available from the District.

Required instructional materials shall not include materials used or designed primarily for administrative purposes, class management, course management, or supervision.

Where instructional materials are available to a student temporarily through a license or access fee, the student shall be provided options at the time of purchase to maintain full access to the instructional materials for varying periods of time ranging from the length of the class up to at least two years. The terms of the license or access fee shall be provided to the student in a clear and understandable manner prior to purchase.

Instructors shall take reasonable steps to minimize the cost and ensure the necessity of instructional materials.

The District will publish these regulations in each college catalog.

Definitions

"Required instructional materials" means any materials which a student must procure or possess as a condition of registration, enrollment or entry into a class; or any such material which the instructor determines is necessary to achieve the required objectives of a course.

"Solely or exclusively available from the District" means that the instructional material is not available except through the District, or that the District requires that the instructional material be purchased or procured from it. A material shall not be considered to be solely or exclusively available from the District if it is provided to the student at the District's actual cost; and 1) the instructional material is otherwise generally available, but is provided solely or exclusively by the District for health and safety reasons; or 2) the instructional material is provided in lieu of other generally available but more expensive material which would otherwise be required.

"Required instructional materials which are of continuing value outside of the classroom setting" are materials which can be taken from the classroom setting and which are not wholly consumed, used up, or rendered valueless as they are applied in achieving the required objectives of a course to be accomplished under the supervision of an instructor during the class.

References: Education Code Section 76365;
Title 5 Sections 59400 et seq.

Approved:

San Bernardino Community College District
Board Policy
Chapter 7 – Human Resources

BP 7310 NEPOTISM

(Replaces current SBCCD BP 7310)

The District does not prohibit the employment of relatives for domestic partners as defined by Family Code Section 297 et seq. in the same department or division, with the exception that they shall not be assigned to a regular position within the same department, division, or site that has an immediate family member who is in a position to recommend or influence personnel decisions.

Personnel decisions include appointment, retention, evaluation, tenure, work assignment, promotion, discipline, demotion, or salary of the relative for domestic partner as defined by Family Code Section 297 et seq.

Immediate family means spouse, parents, grandparents, siblings, children, grandchildren, and in-laws or any other relative living in the employee's home.

The District will make reasonable efforts to assign job duties to minimize the potential for creating an adverse impact on supervision, safety, security, or morale, or creating other potential conflicts of interest.

Notwithstanding the above, the District retains the right, where such placement has the potential for creating an adverse impact on supervision, safety, security, or morale, or involves other potential conflicts of interest, to refuse to place spouses in the same department, division, or facility. The District retains the right to reassign or transfer any person to eliminate the potential for creating an adverse impact on supervision, safety, security, or morale, or involves other potential conflicts of interest.

Reference: Government Code Section 1090 et seq. and 12940 et seq.;
Family Code Sections 297 et seq.

Adopted: 6/10/04
Revised:

NEPOTISM

The employment of relatives in the same facility, department, division, office or line of supervisory authority can cause serious problems in the work place which adversely affect productivity, morale, confidentiality, safety, security, and create conflicts of interest. The employment of relatives can also adversely impact the nature of the necessary working relationships between supervisors and employees and between co-employees. Additionally, these problems adversely affect the public trust and confidence in the fairness and efficiency of the employment policies and operations of the District. These adverse effects are caused, in part, by real or perceived favoritism, scheduling conflicts, personal conflicts and hostility in the work place, claims of partiality in providing or awarding favorable working conditions, promotions, transfers or assignments, the compromise or suspected compromise of confidential or privileged information or records, alteration or destruction of records, or the suspected or actual loss or destruction of District property or financial assets. These problems frequently arise when relatives work together.

- A. "Relatives," with the exception of married employees, are defined as persons who are related by blood or marriage, or whose relationship is similar to that of persons who are related by blood or marriage (i.e., adopted child or step parent).
- B. Relatives of currently employed District employees may be hired by the District as employees, promoted or transferred only if: (1) the individuals concerned will not work in a direct supervisory relationship with each other, or be in the same line of authority or supervision; (2) the individual hired, promoted or transferred will not work in the same department, division, office or facility or under the authority of one supervisor; (3) the employment, promotion or transfer will not cause any potential conflicts or disruption to District operations; and (3) the employment, promotion or transfer will not pose any potential articulable problems or conflicts involving supervision, security, safety, confidentiality, performance or morale.
- C. Current District employees are strictly prohibited from participating in, or influencing or attempting to influence the selection process or the employment, promotion or transfer of any relative or their spouse.
- D. The District reserves the right to take prompt action to prevent the attempt of any relative or spouse to influence the selection or any other employment decision involving any relative or spouse.

The employment of spouses in the same department, division or facility involves potential conflicts of interests that are greater for married persons than for other persons. Additionally, the placement of one spouse under the direct supervision of the other frequently leads to problems involving supervision, safety, security or morale. The employment of spouses shall be governed by the rules set forth in the following paragraph E.

- E. No employment decision, including but not limited to transfers or promotions, shall be based on whether an individual has a spouse presently employed by the District except in accordance with the following criteria:
 - 1. For business reasons of supervision, safety, security or morale, the District may refuse to place one spouse under the direct supervision of the other spouse.
 - 2. For business reasons of supervision, security or morale, the District may refuse to place both spouses in the same department, division or facility if the work

57 involves potential conflicts of interest or other hazards greater for married
58 couples than for other persons.

- 59
- 60 3. For co-employees who marry, the District shall make reasonable efforts to assign
61 job duties so as to minimize problems of supervision, safety, security or morale.
- 62
- 63 4. For the purpose of this Paragraph E, a "spouse" is defined as a partner in a
64 marriage between a man and a woman.
- 65
- 66 5. Present employees of the District who marry or who become related by marriage
67 must immediately notify their supervisors. If employees who marry or who
68 become related by marriage do work in a direct supervisory relationship with one
69 another or do cause an actual conflict or difficulty concerning supervision,
70 security, safety, or morale, the District will attempt to reassign one of the
71 employees to another position for which he or she is qualified, if such a position
72 is available, and no other accommodation is reasonable or practicable.
- 73
- 74 6. Any decision not to employ, promote or transfer the spouse of an employee shall
75 be made on a case-by-case basis by the Vice Chancellor of Human Resources
76 taking into account all of the actual facts and circumstances regarding the
77 particular position and the duties and the relationship of the position and duties
78 performed by the employed spouse. This decision shall involve an assessment
79 of the actual work setting to determine whether that setting would pose, because
80 of the mutual concerns married couples are assumed to share, a potential
81 conflict of interest or other hazards greater for married couples than for other
82 employees. If the potential conflict or hazard is determined to be greater, the
83 District will regulate the employment of spouses to avoid the conflict or other
84 hazard by reasonably matching the severity of its actions toward one or the other
85 spouse to the degree of risk and significance of the potential harm involved.
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103 ADOPTED: 5/11/00

San Bernardino Community College District
Board Policy
Chapter 7 – Human Resources

BP 7360 DISCIPLINE AND DISMISSAL – ACADEMIC EMPLOYEES

(Replaces current SBCCD BP 7360)

A contract or 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 of Trustees 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 of the ~~administrative regulations have been followed.~~ following has been satisfied:

- The employee has been evaluated in accordance with standards and procedures established in accordance with the provisions of Education Code Sections 87660 et seq., and any administrative procedure for evaluation contained in a collective bargaining agreement;
- The Board has received all statements of evaluation which considers the events for which dismissal may be imposed;
- The Board has received a recommendation from the Chancellor.
- The Board has considered the statements of evaluation and the recommendations in a lawful meeting.

If the Board decides it intends to dismiss a contract or regular employee, it shall take the actions required by the Education Code, and the Chancellor or designee shall thereafter assure that the employee is afforded the full post-termination due process required by the Education Code Sections 87666-87681 and 87740.

The Chancellor shall establish procedures that define the conditions and processes for dismissal, discipline, and due process and ensure they are available to employees.

References: Education Code Sections 87666 et seq., 9, and 87732

Adopted: 6/10/04

Revised:

San Bernardino Community College District
Administrative Procedure
Chapter 7 – Human Resources

AP 7360 DISCIPLINE AND DISMISSAL – ACADEMIC EMPLOYEES

Causes for Discipline

A regular employee or academic employee may be dismissed or penalized for one or more of the following causes:

- Immoral or unprofessional conduct.
- Dishonesty.
- Unsatisfactory performance.
- Evident unfitness for service.
- Physical or mental condition that makes him/her unfit to instruct or associate with students.
- Persistent violation of, or refusal to obey, the school laws of the state or reasonable regulations prescribed for the government of the community colleges by the Board of Governors or by the Board of Trustees of the District
- Conviction of a felony or of any crime involving moral turpitude.
- Conduct specified in Government Code Section 1028. (i.e., knowing membership in the Communist Party or of any organization which advocates the overthrow of the government of the United States by force or violence.)

Background Checks

Background checks may be conducted as part of disciplinary or harassment investigations. (Civil Code Sections 1786 et seq. Fair Credit Reporting Act)

Advanced notice of discipline/harassment investigations **shall/shall not** be provided to those under investigation. If the investigation results in action that adversely affects the employee, the employee shall receive oral, written, or electronic notice of:

- the adverse action;
- the name, address, and telephone number of the third party agency that furnished the report;
- the employee's right to obtain a free copy of the report; and
- the employee's right to dispute the accuracy or completeness of any of the information in the report.

44 **Notice and Appeal**

45 The District shall not act upon any charges of unprofessional conduct or unsatisfactory
46 performance unless during the preceding term or half college year prior to the date of
47 the filing of the charge, and at least 90 days prior to the date of the filing, the employee
48 against whom the charge is filed has been given written notice of the unprofessional
49 conduct or unsatisfactory performance, specifying the nature of the conduct with
50 specific instances of behavior and with particularity to permit the employee an
51 opportunity to correct his/her faults and overcome the grounds for the charge. The
52 written notice shall include the most recent evaluation of the employee.

53
54 If the Board of Trustees decides it intends to dismiss or penalize a contract or regular
55 employee, a written statement, signed and verified, shall be delivered to the employee
56 setting forth the complete and precise decision of the Board and the reasons for the
57 decision.

58
59 The written statement shall be delivered by serving it personally on the employee or by
60 mailing it by United States registered mail to the employee at his/her address last
61 known to the District.

62
63 If the employee objects to the decision on any ground, the employee shall give written
64 notice of the objection to the Board and the Chancellor of his/her objection within 30
65 days of the date of the service of the notice.

66
67 Within 30 days of receipt of the employee's demand for a hearing, the employee and the
68 [appropriate District representative] shall attempt to agree upon an arbitrator to hear
69 the matter. When there is agreement as to the arbitrator, the [appropriate District
70 representative] shall enter into the records of the Board of Trustees written
71 confirmation of the agreement signed by the employee and an authorized
72 representative of the District. Upon entry of such confirmation, the arbitrator shall
73 assume complete and sole jurisdiction over the matter.

74
75 If within 30 days of the receipt of the employee's demand for hearing, no written
76 agreement has been reached between the employee and the District regarding
77 appointment of an arbitrator, the District will certify the matter to the California State
78 Office of Administrative Hearings and request the appointment of an administrative law
79 judge.

80
81 Upon appointment, the arbitrator or the Administrative Law Judge shall conduct the
82 proceedings in accordance with the California Administrative Procedures Act, except
83 that the right of discovery shall not be limited to those matters set forth in Government
84 Code Section 11507.6 but shall include the rights and duties of any party in a civil action
85 brought in a superior court. In all cases, discovery shall be completed prior to one week
86 before the date set for hearing.

The arbitrator or Administrative Law Judge shall determine whether there is cause to dismiss or penalize the employee. If the arbitrator finds cause, the arbitrator shall determine whether the employee shall be dismissed, the precise penalty to be imposed, and whether the decision should be imposed immediately or be postponed.

No witness shall be permitted to testify at the hearing except upon oath or affirmation. No testimony shall be given or evidence introduced relating to matters that occurred more than four years prior to the date of the filing of the notice. Evidence of records regularly kept by the District concerning the employee may be introduced, but no decision relating to the dismissal or suspension of any employee shall be made based on charges or evidence of any nature relating to matters occurring more than four years prior to the filing of the notice.

The decision of the arbitrator or Administrative Law Judge will be made in writing and provided to all parties.

References: Education Code Sections 87669 and 87732

Approved:

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: May 11, 2017

SUBJECT: Consideration of Approval to Accept Board Policies for First Reading

RECOMMENDATION

It is recommended that the Board of Trustees accept Board Policies for first reading. Administrative Procedures are submitted for information and review for consistency with Board policies.

BP/AP 5200, and BP 3430

OVERVIEW

The changes to these policies include requirements of the Education Code and current law.

The SBCCD has a process of continuous review of its Board Policies and Administrative Procedures to ensure compliance with Title 5, California Education Code and current district/college needs.

ANALYSIS

The Board may adopt policies authorized by law or determined to be necessary for the efficient operation of the district per Board Policy 2410.

The attached Administrative Procedures have been modified and or reviewed and have gone through the collegial consultation process per Board Policy 2410.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- II. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

None.

Current Status: *Pending*

PolicyStat ID: 3498202



SAN BERNARDINO
COMMUNITY
COLLEGE
DISTRICT

Origination: 08/1991
Last Approved: 03/2017
Last Revised: 03/2017
Next Review: 6 years after approval
Owner: Chancellor's Cabinet
 Chancellor's Cabinet:
Policy Area: Chapter 3 General
 Institution
References:

BP 3430 Prohibition of Harassment

~~DISCRIMINATION AND ILLEGAL HARASSMENT~~ *Prohibition of Harassment* (Replaces current SBCCD BP 3430)

~~This policy prohibits District employees, students, and student organizations from engaging in unlawful discrimination and harassment including sexual misconduct. Allegations that an employee, student or student organization has violated the Discrimination and Harassment Policy will be resolved consistent with AP 3430: Prohibition of Harassment.~~

All forms of harassment are contrary to basic standards of conduct between individuals and are prohibited by state and federal law, as well as this policy, and will not be tolerated. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation including acts of sexual violence. It shall also be free of other unlawful harassment, including that which is based on any of the following statuses: race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation of any person, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics.

The District seeks to foster an environment in which all employees, students, unpaid interns, and volunteers feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. All allegations of retaliation will be swiftly and thoroughly investigated. If the District determines that retaliation has occurred, it will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

Any student, employee, unpaid intern, or volunteer who believes that he/she has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 3435. Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention.

This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited

to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities and compensation.

To this end the Chancellor shall ensure that the institution undertakes education and training activities to counter discrimination and to prevent, minimize and/or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.

The Chancellor shall establish procedures that define harassment on campus. The Chancellor shall further establish procedures for employees, students, unpaid interns, volunteers, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and procedures for students to resolve complaints of harassment and discrimination. All participants are protected from retaliatory acts by the District, its employees, students, and agents.

This policy and related written procedures (including the procedure for making complaints) shall be widely published and publicized to administrators, faculty, staff, students, unpaid interns, and volunteers particularly when they are new to the institution. They shall be available for students, employees, unpaid interns, and volunteers in all administrative offices.

Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Unpaid interns who violate this policy and related procedures may be subject to disciplinary measure up to and including termination from the internship or other unpaid work experience program.

References:

Education Code Sections 212.5, 44100, 66252, and 66281.5;

~~Government Code Sections 12940 and 12950.1;~~

~~Title 2 Sections 10500 et seq.;~~

~~Title VII of the Civil Rights Act of 1964, 42 U.S. Code Annotated Section 2000e~~

Government Code Sections 12940 and 12950.1;

Title 2 Sections 10500 et seq.;

Title VII of the Civil Rights Act of 1964, 42 U.S. Code Annotated Section 2000e

Attachments:

BP 3430 Prohibition of Harassment -
Comments

BP 3430 Prohibition of Harassment- Legal
Citations

Approval Signatures

Step Description	Approver	Date
Board of Trustees 1st reading	Board Board:	pending
District Assembly 2nd reading	District Assembly District Assembly: [SN]	04/2017

Step Description	Approver	Date
District Assembly 1st reading	District Assembly District Assembly: [SN]	04/2017
Chancellor's Cabinet	Chancellor's Cabinet Chancellor's Cabinet: [SN]	04/2017

COPY

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE PROCEDURES**

3430

**Policy and Procedures for
Handling Complaints of Unlawful Discrimination
Under Title 5 Sections 59300 et seq.**

Introduction and Scope

These are the written policies and procedures for filing and processing complaints of unlawful discrimination at *San Bernardino Community College District*. These policies and procedures incorporate the legal principles contained in nondiscrimination provisions of the California Code of Regulations, title 5, sections 59300 et seq. as well as other state and federal substantive and procedural requirements.

A copy of these written policies on unlawful discrimination will be displayed in a prominent location in the *Office of Human Resources, San Bernardino Valley College President's Office, Crafton Hills College President's Office main administrative building or other area where notices regarding the institution's rules, regulations, procedures, and standards of conduct are posted.*

Authority: 20 U.S.C. § 1681 et seq.; Ed. Code, §§ 66270, 66271.1, 66281.5; Gov. Code, §§ 11135-11139.5; Cal. Code Regs., tit. 5, § 59326. Reference: Cal. Code Regs., tit. 5, §§ 59300 et seq.; 34 C.F.R. § 106.8(b).

Unlawful Discrimination Policy

The policy of the *San Bernardino Community College District* is to provide an educational and employment environment in which no person shall be unlawfully denied full and equal access to, the benefits of, or be unlawfully subjected to discrimination, in whole or in part, on the basis of ethnic group identification, national origin, religion, age, sex or gender, race, color, ancestry, sexual orientation, or physical or mental disability, or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics, in any program or activity that is administered by, funded directly by, or that receives any financial assistance from the State Chancellor or Board of Governors of the California Community Colleges.

The policy of the *San Bernardino Community College District* is to provide an educational and employment environment free from unwelcome sexual advances, requests for sexual favors, sexual favoritism, or other verbal or physical conduct or communications constituting sexual harassment.

The policy of *San Bernardino Community College District* is to comply with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973 in the development, procurement, maintenance, or use of electronic or information technology and respond to and resolve unlawful discrimination complaints regarding accessibility. Such complaints will be treated as complaints of discrimination on the basis of disability.

Employees, students, or other persons acting on behalf of the *District* who engage in unlawful discrimination as defined in this policy or by state or federal law may be subject to discipline, up to and including discharge, expulsion, or termination of contract.

In so providing, the *San Bernardino Community College District* hereby implements the provisions of California Government Code sections 11135 through 11139.5, the Sex Equity in Education Act (Ed. Code, § 66250 et seq.), title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d), title IX of the Education Amendments of 1972 (20 U.S.C. § 1681), section 504 of the Rehabilitation Act of 1973 (29

U.S.C. § 794), section 508 of the Rehabilitation Act of 1973 (29 U.S.C. § 794d), the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12100 et seq.) and the Age Discrimination Act (42 U.S.C. § 6101).

Authority: Cal. Code Regs., tit. 5, § 59300; Ed. Code §§ 66250 et seq., 66271.1, 66700, and 70901; Gov. Code § 11138. Reference: Ed. Code §§ 66250 et seq. and 72011; Gov. Code, §§ 11135-11139.5; Penal Code §§ 422.6 and 422.55; 20 U.S.C. § 1681; 29 U.S.C. §§ 794 and 794d; 42 U.S.C. §§ 6101, 12100 et seq. and 2000d; 36 C.F.R. § 1194.

Retaliation

It is unlawful for anyone to retaliate against someone who files an unlawful discrimination complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, who represents or serves as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of this unlawful discrimination policy.

Authority: 20 U.S.C. §§ 1681 et seq.; 34 C.F.R. § 106; Cal. Code Regs., tit. 5, §§ 59300 et seq.; Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, Title IX, Office for Civil Rights, January 19, 2001.

Responsible District Officer

The San Bernardino Community College District has identified the Vice Chancellor of Human Resources & Employee Relations to the State Chancellor's Office and to the public as the single *District* officer responsible for receiving all unlawful discrimination complaints filed pursuant to title 5, section 59328, and for coordinating their investigation. Informal charges of unlawful discrimination should be brought to the attention of the responsible district officer, who shall oversee the informal resolution process pursuant to section 59327. The actual investigation of complaints may be assigned to other staff or to outside persons or organizations under contract with the *District*. Such delegation procedures will be used whenever the officer designated to receive complaints is named in the complaint or is implicated by the allegations in the complaint.

Administrators, faculty members, other *District* employees, and students shall direct all complaints of unlawful discrimination to the responsible *District* officer.

Authority: Cal. Code Regs., tit. 5, § 59324; 34 C.F.R. § 106.8.

Informal/Formal Complaint Procedure

When a person brings charges of unlawful discrimination to the attention of the *District's* responsible officer, that officer will:

- (1) Undertake efforts to informally resolve the charges;
- (2) Advise the complainant that he or she need not participate in informal resolution;
- (3) Notify the person bringing the charges of his or her right to file a formal complaint and explain the procedure for doing so;
- (4) Assure the complainant that he or she will not be required to confront, or work out problems with, the person accused of unlawful discrimination;
- (5) Advise the complainant that he or she may file a nonemployment-based complaint with the Office for Civil Rights of the U.S. Department of Education (OCR) where such a complaint is within that agency's jurisdiction.
- (6) If the complaint is employment-related, the complainant should also be advised that he or she may file a complaint with the U.S. Equal Employment Opportunity Commission (EEOC) and/or the California Department of Fair Employment and Housing (DFEH) where such a complaint is within that agency's jurisdiction.

Efforts at informal resolution need not include any investigation unless the responsible *District* officer determines that an investigation is warranted by the seriousness of the charges. Selecting an informal resolution does not extend the time limitations for filing a formal complaint. Efforts at informal resolution may continue after the filing of a formal written complaint, but after a complaint is filed an investigation is required to be conducted pursuant to title 5, section 59334, and will be completed unless the matter is informally resolved and the complainant dismisses the complaint. *Even if the complainant does dismiss the complaint, the responsible district officer may require the investigation to continue if he or she determines that the allegations are serious enough to warrant an investigation.* Any efforts at informal resolution after the filing of a written complaint will not exceed the 90-day period for rendering the administrative determination pursuant to title 5, section 59336.

In employment-related cases, if the complainant also files with the Department of Fair Employment and Housing or with the U.S. Equal Employment Opportunity Commission, a copy of that filing will be sent to the State Chancellor's Office requesting a determination of whether a further investigation under title 5 is required. Unless the State Chancellor's Office determines that a separate investigation is required, the District will discontinue its investigation under title 5 and the matter will be resolved through the Department of Fair Employment and Housing or the U.S. Equal Employment Opportunity Commission.

The *District* will allow for representation where required by law and may allow for representation for the accused and complainant in other circumstances on a case by case basis.

Authority: Cal. Code Regs., tit. 5, §§ 59327, 59328, 59334, 59336, and 59339; NLRB v. Weingarten, Inc. (1975) 420 U.S. 251.

Filing of Formal Written Complaint

If a complainant decides to file a formal written unlawful discrimination complaint against the *District*, he or she must file the complaint on a form prescribed by the State Chancellor. These approved forms are available from the *District* and also at the State Chancellor's website, as follows:

<http://www.cccco.edu/SystemOffice/Divisions/Legal/Discrimination/tabid/294/Default.aspx>

The completed form must be filed with the *District* representative or mailed directly to the State Chancellor's Office of the California Community Colleges.

Once a complaint is filed, the individual(s) accused of engaging in prohibited discriminatory conduct should be advised of that filing and the general nature of the complaint. This should occur as soon as possible and in a manner that is appropriate under the circumstances. The *District* will also advise the accused that an assessment of the accuracy of the allegations has not yet been made, that the complaint will be investigated, that the accused will be provided an opportunity to present his/her side of the matter, and that any conduct that could be viewed as retaliatory against the complainant or any witnesses must be avoided.

Authority: Cal. Code Regs., tit. 5, §§ 59311 and 59328.

Threshold Requirements Prior to Investigation of a Formal Written Complaint

When a formal written complaint is filed it will be reviewed to determine if the complaint meets the following requirements:

- The complaint must be filed on a form prescribed by the State Chancellor's Office.
- The complaint must allege unlawful discrimination prohibited under title 5, section 59300.

- The complaint must be filed by one who alleges that he or she has personally suffered unlawful discrimination or by one who has learned of such unlawful discrimination in his or her official capacity as a faculty member or administrator.
- In any complaint not involving employment, the complaint must be filed within one year of the date of the alleged unlawful discrimination or within one year of the date on which the complainant knew or should have known of the facts underlying the specific incident or incidents of alleged unlawful discrimination
- In any complaint alleging discrimination in employment, the complaint shall be filed within 180 days of the date the alleged unlawful discrimination occurred, except that this period will be extended by no more than 90 days following the expiration of that 180 days if the complainant first obtained knowledge of the facts of the alleged violation after the expiration of 180 days.

Authority: Cal. Code Regs., tit. 5, § 59328.

Defective Complaint

If a complaint is found to be defective it will be immediately returned to the complainant with a complete explanation of why an investigation will not be initiated under California Code of Regulations, title 5, section 59300 et seq. The notice will inform the complainant that the complaint does not meet the requirements of section 59328, and shall specify in what requirement the complaint is defective. A copy of the notice to the complainant will also be sent to the State Chancellor's Office.

Authority: Cal. Code Regs., tit. 5, §§ 59328, 59332.

Notice to State Chancellor or District

A copy of all formal complaints filed in accordance with the title 5 regulations will be forwarded to the State Chancellor's Office immediately upon receipt, regardless of whether the complaint is brought by a student or by an employee. Similarly, when the State Chancellor's Office receives a complaint a copy will be forwarded to the *District*.

Authority: Cal. Code Regs., tit. 5, § 59330.

Administrative Determination

In any case not involving employment discrimination, within 90 days of receiving an unlawful discrimination complaint filed under title 5, sections 59300 et seq., the responsible *District* officer will complete the investigation and forward a copy of the investigative report to the State Chancellor, a copy or summary of the report to the complainant, and written notice setting forth all the following to both the complainant and the State Chancellor:

- (a) the determination of the chief executive officer or his/her designee as to whether there is probable cause to believe discrimination occurred with respect to each allegation in the complaint;
- (b) a description of actions taken, if any, to prevent similar problems from occurring in the future;
- (c) the proposed resolution of the complaint; and
- (d) the complainant's right to appeal to the *District* governing board and the State Chancellor.

In any case involving employment discrimination, within 90 days of receiving an unlawful discrimination complaint filed under title 5, sections 59300, et seq., the responsible *District* officer will complete the investigation and forward a copy or summary of the report to the complainant, and written notice setting forth all the following to the complainant:

- (a) the determination of the chief executive officer or his/her designee as to whether there is probable cause to believe discrimination occurred with respect to each allegation in the complaint;
- (b) a description of actions taken, if any, to prevent similar problems from occurring in the future;
- (c) the proposed resolution of the complaint; and
- (d) the complainant's right to appeal to the District governing board and to file a complaint with the Department of Fair Employment and Housing.

The *District* will keep these documents on file for a period of at least three years after closing the case, and make them available to the State Chancellor upon request.

The *San Bernardino Community College District* recognizes the importance of and is therefore committed to completing investigations and resolving complaints as quickly as possible, consistent with the requirements for a thorough investigation.

Authority: Cal. Code Regs., tit. 5, § 59336.

Complainant's Appeal Rights

Complainants have appeal rights that they may exercise if they are not satisfied with the results of the *District's* administrative determination. At the time the administrative determination and summary is mailed to the complainant, the responsible *District* officer or his/her designee shall notify the complainant of his or her appeal rights as follows:

- First level of appeal: The complainant has the right to file an appeal to the *District's* governing board within 15 days from the date of the administrative determination. The *District's* governing board will review the original complaint, the investigative report, the administrative determination, and the appeal.
- The *District's* governing board will issue a final *District* decision in the matter within 45 days after receiving the appeal. Alternatively, the *District's* governing board may elect to take no action within 45 days, in which case the original decision in the administrative determination will be deemed to be affirmed and shall become the final *District* decision in the matter. A copy of the final decision rendered by the *District's* governing board will be forwarded to the complainant and to the State Chancellor's Office.
- Second level of appeal: The complainant has the right to file an appeal with the California Community College Chancellor's Office in any case not involving employment-related discrimination within 30 days from the date that the governing board issues the final *District* decision or permits the administrative determination to become final by taking no action within 45 days. The appeal must be accompanied by a copy of the decision of the governing board or evidence showing the date on which the complainant filed an appeal with the governing board, and a statement under penalty of perjury that no response was received from the governing board within 45 days from that date. In any case involving employment discrimination, the complainant has the right to file a complaint with the Department of Fair Employment and Housing (DFEH) where the case is within the jurisdiction of that agency.

Complainants must submit all appeals in writing.

Authority: Cal. Code Regs., tit. 5, §§ 59338 and 59339.

Provision of Information to State Chancellor

In any case not involving employment discrimination, within 150 days of receiving a complaint, the responsible *District* officer will either:

Forward the following to the State Chancellor:

- A copy of the final *District* decision rendered by the governing board or a statement indicating the date on which the administrative determination became final as a result of taking no action on the appeal within 45 days.
- A copy of the notice of appeal rights the *District* sent the complainant.
- Any other information the State Chancellor may require; or

Notify the State Chancellor that the complainant has not filed an appeal with the district governing board and that the *District* has closed its file.

The *District* will keep these documents on file for a period of at least three years after closing the case, and in any case involving employment discrimination, make them available to the State Chancellor upon request.

Authority: Cal. Code Regs., tit. 5, §§ 59338 and 59340.

Extensions

If for reasons beyond its control, the *District* is unable to comply with the 90-day or 150-day deadlines specified above for submission of materials to the complainant and the State Chancellor's Office, the responsible *District* officer will file a written request that the State Chancellor grant an extension of the deadline. Where an extension is deemed necessary by the *District*, it must be requested from the State Chancellor regardless of whether or not the case involves employment discrimination. The request will be submitted no later than 10 days prior to the expiration of the deadlines established by title 5 in sections 59336 and/or 59340 and will set forth the reasons for the request and the date by which the *District* expects to be able to submit the required materials.

A copy of the request for an extension will be sent to the complainant, who will be advised that he or she may file written objections with the State Chancellor within 5 days of receipt.

The State Chancellor may grant the request unless delay would be prejudicial to the investigation. If an extension of the 90-day deadline is granted by the State Chancellor the 150-day deadline is automatically extended by an equal amount.

Authority: Cal. Code Regs., tit. 5, § 59342.

Definitions

Definitions applicable to nondiscrimination policies are as follows:

- "Appeal" means a request by a complainant made in writing to the *San Bernardino Community College District* governing board pursuant to title 5, section 59338, and/or to the State Chancellor's Office pursuant to title 5, section 59339, to review the administrative determination of the *District* regarding a complaint of discrimination.
- "Association with a person or group with these actual or perceived characteristics" includes advocacy for or identification with people who have one or more characteristics of a protected category listed under "Unlawful Discrimination Policy" and title 5, section 59300, participation in a group associated with persons having such characteristics, or use of a facility associated with use by such persons.
- "Complaint" means a written and signed statement meeting the requirements of title 5, section 59328 that alleges unlawful discrimination in violation of the nondiscrimination regulations adopted by the Board of Governors of the California Community Colleges, as set forth at title 5, sections 59300 et seq.

- "Days" means calendar days.
- "Gender" means sex, and includes a person's gender identity and gender related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth.
- "Mental disability" includes, but is not limited to, all of the following:
 - (1) Having any mental or psychological disorder or condition, such as mental retardation, organic brain syndrome, emotional or mental illness, or specific learning disabilities, that limits a major life activity. For purposes of this section:
 - (A) "Limits" shall be determined without regard to mitigating measures, such as medications, assistive devices, or reasonable accommodations, unless the mitigating measure itself limits a major life activity.
 - (B) A mental or psychological disorder or condition limits a major life activity if it makes the achievement of the major life activity difficult.
 - (C) "Major life activities" shall be broadly construed and shall include physical, mental, and social activities and working.
 - (2) Any other mental or psychological disorder or condition not described in paragraph (1) that requires specialized supportive services.
 - (3) Having a record or history of a mental or psychological disorder or condition described in paragraph (1) or (2), which is known to the *District*.
 - (4) Being regarded or treated by the *District* as having, or having had, any mental condition that makes achievement of a major life activity difficult.
 - (5) Being regarded or treated by the *District* as having, or having had, a mental or psychological disorder or condition that has no present disabling effect, but that may become a mental disability as described in paragraph (1) or (2).

"Mental disability" does not include sexual behavior disorders, compulsive gambling, kleptomania, pyromania, or psychoactive substance use disorders resulting from the current unlawful use of controlled substances or other drugs.
- "Physical disability" includes, but is not limited to, all of the following:
 - (1) Having any physiological disease, disorder, condition, cosmetic disfigurement, or anatomical loss that does both of the following:
 - (A) Affects one or more of the following body systems: neurological, immunological, musculoskeletal, special sense organs, respiratory, including speech organs, cardiovascular, reproductive, digestive, genitourinary, hemic and lymphatic, skin, and endocrine.
 - (B) Limits a major life activity. For purposes of this section:
 - (i) "Limits" shall be determined without regard to mitigating measures such as medications, assistive devices, prosthetics, or reasonable accommodations, unless the mitigating measure itself limits a major life activity.
 - (ii) A physiological disease, disorder, condition, cosmetic disfigurement, or anatomical loss limits a major life activity if it makes the achievement of the major life activity difficult.
 - (iii) "Major life activities" shall be broadly construed and include physical, mental, and social activities and working.
 - (2) Any other health impairment not described in paragraph (1) that requires specialized supportive services.
 - (3) Having a record or history of a disease, disorder, condition, cosmetic disfigurement, anatomical loss, or health impairment described in paragraph (1) or (2), which is known to the *District*.
 - (4) Being regarded or treated by the *District* as having, or having had, any physical condition that makes achievement of a major life activity difficult.
 - (5) Being regarded or treated by the *District* as having, or having had, a disease, disorder, condition, cosmetic disfigurement, anatomical loss, or health impairment that has no present disabling effect but may become a physical disability as described in paragraph (1) or (2).
 - (6) "Physical disability" does not include sexual behavior disorders, compulsive gambling, kleptomania, pyromania, or psychoactive substance use disorders resulting from the current unlawful use of controlled substances or other drugs.

- “District” means the *San Bernardino Community College District* or any District program or activity that is funded directly by the state or receives financial assistance from the state. This includes the District Personnel Commission and any other organization associated with the District or its college(s) that receives state funding or financial assistance through the District.
- “Responsible District Officer” means the officer identified by the District to the State Chancellor’s Office as the person responsible for receiving complaints filed pursuant to title 5, section 59328, and coordinating their investigation. *The Responsible District Officer for San Bernardino Community College District is the Vice Chancellor of Human Resources and Employee Relations.*
- “Sex” includes, but is not limited to, pregnancy, childbirth, or medical conditions related to pregnancy or childbirth. ‘Sex’ also includes, but is not limited to, a person’s gender, as defined in section 422.56 of the Penal Code. Discrimination on the basis of sex or gender also includes sexual harassment.
- “Sexual harassment” is unlawful discrimination in the form of unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the workplace or in the educational setting, and includes but is not limited to:
 - (1) Making unsolicited written, verbal, physical, and/or visual contacts with sexual overtones. (Examples of possible sexual harassment that appear in a written form include, but are not limited to: suggestive or obscene letters, notes, and/or invitations. Examples of possible visual sexual harassment include, but are not limited to: leering, gestures, display of sexually aggressive objects or pictures, cartoons, or posters.)
 - (2) Continuing to express sexual interest after being informed that the interest is unwelcome.
 - (3) Making reprisals, threats of reprisal, or implied threats of reprisal following a rebuff of harassing behavior. The following are examples of conduct in an academic environment that might be found to be sexual harassment: threatening to withhold, or actually withholding, grades earned or deserved; suggesting a poor performance evaluation will be prepared; or suggesting a scholarship recommendation or college application will be denied.
 - (4) Engaging in explicit or implicit coercive sexual behavior within the work environment which is used to control, influence, or affect the employee’s career, salary, and/or work environment.
 - (5) Engaging in explicit or implicit coercive sexual behavior within the educational environment that is used to control, influence, or affect the educational opportunities, grades, and/or learning environment of a student.
 - (6) Offering favors or educational or employment benefits, such as grades or promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassifications, etc., in exchange for sexual favors.
 - (7) Awarding educational or employment benefits, such as grades or duties or shifts, recommendations, reclassifications, etc., to any student or employee with whom the decision maker has a sexual relationship and denying such benefits to other students or employees.
- “Sexual orientation” means heterosexuality, homosexuality, or bisexuality.
- “Unlawful discrimination” means discrimination based on a category protected under title 5, section 59300, including retaliation and sexual harassment.

Authority: Gov. Code, § 12926; Cal. Code Regs., tit. 5, §§ 59300, 59311; Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, Title IX, Office for Civil Rights, January 19, 2001.

Confidentiality of the Process

Investigative processes can best be conducted within a confidential climate. Therefore, the *District* does not reveal information about such matters except as necessary to fulfill its legal obligations.

Potential complainants are sometimes reluctant to pursue a complaint if their names will be revealed. The inability to reveal the name of a complainant or facts that are likely to reveal the identity of the complainant can severely limit the ability of the *District* to respond. Complainants must also recognize that persons who are accused of wrongdoing have a right to present their side of the matter, and this right may be jeopardized if the *District* is prohibited from revealing the name of the complainant or facts that are likely to disclose the identity of the complainant.

If a complainant insists that his or her name not be revealed, the responsible officer should take all reasonable steps to investigate and respond to the complaint consistent with the complainant's request as long as doing so does not jeopardize the rights of other students or employees.

It is also important that complainants and witnesses understand the possibility that they may be charged with allegations of defamation if they circulate the charges outside of the *District's* process. In general, persons who are participating in a *District* investigative or disciplinary process that is related to a charge of discrimination are protected from tort claims such as defamation. However, persons who make allegations outside of these processes or who discuss their claims with persons outside of the process may expose themselves to tort charges. Complainants, witnesses, and those accused of discrimination will all be asked to sign a confidentiality acknowledgement statement.

Where an investigation reveals the need for disciplinary action, the complainant may wish to have information about what disciplinary actions the *District* took. However, the privacy rights of the persons involved often prevent the *District* from providing such information. In student disciplinary actions for sexual assault/physical abuse charges, Education Code section 76234 provides that the victim shall be informed of the disciplinary action, but that the victim must keep the information confidential. Disciplinary actions taken against employees are generally considered confidential.

Authority: Cal. Const. Art. I, § 1; Civil Code § 47; Ed. Code, §§ 76234 and 87740; Silberg v. Anderson (1990) 50 Cal.3d. 205; Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, Title IX, Office for Civil Rights, January 19, 2001.

Notice, Training, and Education for Students and Employees

The *San Bernardino Community College District's* responsible officer shall make arrangements for or provide training to employees and students on the *District's* unlawful discrimination policy and procedures. Faculty members, members of the administrative staff, and members of the support staff will be provided with a copy of the *District's* written policy on unlawful discrimination at the beginning of the first quarter or semester of the college year after the policy is adopted.

All District employees will receive this training and a copy of the unlawful discrimination policies and procedures during the first year of their employment. Because of their special responsibilities under the law, supervisors will undergo mandatory training within six months of assuming a supervisory position and annually thereafter. In years in which a substantive policy or procedural change has occurred all *District* employees will attend a training update and/or receive a copy of the revised policies and procedures.

A training program or informational services will be made available to all students at least once annually. The student training or informational services will include an explanation of the policy, how it works, and how to file a complaint. In addition, a copy of the *District's* written policy on unlawful discrimination, as it pertains to students, will be provided as part of any orientation program conducted for new students at the beginning of each quarter, semester, or summer session, as applicable.

Authority: Ed. Code, § 66281.5; Cal. Code Regs., tit. 5, §§ 59324 and 59326. Reference: Cal. Code Regs., tit. 5, §§ 59300 et seq.; 34 C.F.R. § 106.8(b).

Academic Freedom

The *San Bernardino Community College District* governing Board reaffirms its commitment to academic freedom, but recognizes that academic freedom does not allow any form of unlawful discrimination. It is recognized that an essential function of education is a probing of opinions and an exploration of ideas that may cause some students discomfort. It is further recognized that academic freedom insures the faculty's right to teach and the student's right to learn. Finally, nothing in these policies and procedures shall be interpreted to prohibit bona fide academic requirements for a specific community college program, course or activity.

When investigating unlawful discrimination complaints containing issues of academic freedom *San Bernardino Community College District* will consult with a faculty member appointed by the Academic Senate with respect to contemporary practices and standards for course content and delivery.

Reference: Cohen v. San Bernardino Valley College (1995) 883 F.Supp. 1407, 1412-1414, affd. in part and revd. in part on other grounds, (1996) 92 F.3d 968; Cal. Code Regs., tit. 5, § 59302.

Record Retention

Unlawful discrimination records that are part of an employee's employment records may be classified as Class-1 Permanent records and retained indefinitely or microfilmed in accordance with title 5, California Code of Regulations, section 59022. Unlawful discrimination records of a student that are deemed worthy of preservation but not classified as Class-1 Permanent may be classified as Class-2 Optional records or as Class-3 Disposable records. Class-2 Optional records shall be retained until reclassified as Class-3 Disposable Records. Class-3 Disposable Records shall be retained for a period of three years after being classified as Class-3 Disposable records.

Records related to a student discrimination complaint will be deemed worthy of preservation if, at the end of three years after the case is closed, a complaint on similar grounds has been filed against the same employee. In such cases, the records shall continue to be classified as Class 2 records and shall not be reclassified as Class-3 Disposable Records until complaints against that particular employee have been resolved.

Authority: Cal. Code Regs., tit. 5, § 59020.

APPROVED: 2/11/10



Current Status: Pending

PolicyStat ID: 3428704



SAN BERNARDINO
COMMUNITY
COLLEGE
DISTRICT

Origination: 06/2004
 Last Approved: 03/2017
 Last Revised: 03/2017
 Next Review: 6 years after approval
 Owner: Academic Senates Academic
 Senates:
 Policy Area: Chapter 5 Student Services
 References:

BP 5200 Student Health Services

(Replaces current SBCCD BP 5200)

~~**NOTE:** The language in current SBCCD BP 5200 parallels the language recommended by the Policy and Procedure Service.~~

• ~~**From current SBCCD BP 5200 titled Student Health Services**~~

Select student health services, funded by the Student Health fee, shall be provided in order to contribute to the educational aims of students by promoting physical and emotional well-being through health-oriented programs and services. These services are available to registered students when academic classes are in session.

Reference:

Education Code Section 76401

[BP 5200 Student Health Services - Comments](#)
[BP 5200 Student Health Services - Legal](#)
[Citations](#)
[BP5200 -OLD.pdf](#)

Attachments:

Approval Signatures

Step Description	Approver	Date
Board of Trustees 1st reading	Board Board:	pending
District Assembly 2nd reading	District Assembly District Assembly: [SN]	04/2017
District Assembly 1st reading	District Assembly District Assembly: [SN]	03/2017
Chancellor's Cabinet	Chancellor's Cabinet Chancellor's Cabinet: [SN]	03/2017



Current Status: Pending

PolicyStat ID: 3428573



SAN BERNARDINO
COMMUNITY
COLLEGE
DISTRICT

Origination: 06/2004
 Last Approved: 03/2017
 Last Revised: 03/2017
 Next Review: 6 years after approval
 Owner: Academic Senates Academic
 Senates:
 Policy Area: Chapter 5 Student Services
 References:

AP 5200 Student Health Services

(Replaces current SBCCD AP 5200)

~~NOTE: This procedure is suggested as good practice. Local practice may be inserted.~~

• ~~From current SBCCD AP 5200 titled Student Health Services~~

- A. Each college shall provide an office of health services for students. Students shall pay fees for health and accident insurance coverage that shall be used solely to defray the costs of such health services and accident coverage as provided in the Education Code. These services are available to registered students who have paid the health fee. Health careers students accepted into their programs may be seen prior to the beginning of the semester to complete requirements needed for clinical placements. Fees shall be specified in Board Policy.
- B. Exemptions
- Certain individuals designated herein shall be exempt from health and accident fees by code exemption or action of the Board of Trustees.
1. Apprentices attending college under an approved training program.
 2. Students who depend exclusively upon prayer for healing in accordance with the teaching of a bona fide religious sect, denomination or organization.
 3. Students who submit evidence that they are financially unable to pay the fee because of low income. The health fee for these students may be included as part of the financial aid package for students who receive government grants.
 4. Students enrolled only in Community Services Classes.
 5. Students enrolled in off-campus classes that are conducted entirely at the agency site.
- C. Students who are enrolled exclusively in International Baccalaureate Services (IBS) classes shall pay only the accident insurance fee.
- D. Students who do not pay health or accident insurance fees are not eligible for health services.
- E. International Students must purchase a Student Accident and Sickness Medical Expense Plan or show evidence of equal coverage and provide a negative tuberculosis skin test or a chest x-ray performed in the United States.

Reference:

~~Education Code Section 76401~~ [Education Code Section 76401](#)

***NOTE:** The red ink signifies language that is **suggested as good practice** and recommended by the Policy and Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in is from the current SBCCD AP 5200 titled Student Health Services approved on 6/10/04.*

Attachments:

[AP 5200 Student Health Services - Comments](#)
[AP 5200 Student Health Services - Legal Citations](#)
[AP5200 -OLD.pdf](#)

Approval Signatures

Step Description	Approver	Date
Board of Trustees 1st reading	Board Board:	pending
District Assembly 2nd reading	District Assembly District Assembly: [SN]	04/2017
District Assembly 1st reading	District Assembly District Assembly: [SN]	03/2017
District Assembly 1st reading	Academic Senates Academic Senates: [SN]	03/2017
Chancellor's Cabinet	Chancellor's Cabinet Chancellor's Cabinet: [SN]	03/2017

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: May 11, 2017

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 have an opportunity to recognize someone at SBCCD who provides outstanding quality and service.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
DISTRICT				
Carmichael	Dennis	TESS	Dennis is a great "techie"! He was very patience and kind in helping me with my email issues!	Julie McKee
Diggle	Virginia	Business Services	Virginia has gone "over and above" in providing assistance when needed. I appreciate Virginia's patience in answering questions and her positive attitude.	Rejoice C Chavira
Piggott	Gloria	Printing Services	Gloria went over and above to ensure we had great signage to support the San Bernardino County Fire Department - OES "Signal for Safety" program.	Chris Grant
Placencia	Jose	District Police	Thank you for your extra patrol on Saturday. I have a Saturday class and I feel much safer knowing you were there to serve and protect.	Anonamous/Student
Powderll	Dwayne	Custodial	He is one of the nicest people I have ever met I wish he could do our building all the time. he does not miss a thing.	Dennis Winters
Rychevic	Susan	Accounting	Susan is a valuable asset to the district. Susan has gone "over and above" to assist when questions arise and always willing to help. Susan is awesome!!	Rejoice C Chavira

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
CRAFTON HILLS COLLEGE				
Avila	Jose	CHC Assessment	For valuable service during SOAR testing.	Anonymous
Barrie	Trinette	Career Center	Trinette provides deep career counseling on a level that every student would benefit from. She helps students stay in school by helping them find part time employment and a future career path with heart. Thanks!	Richard Leon Linfield
Camarena	Armando	Custodial	Armando brings laughter and humor to the job. I appreciate Armando's positive attitude, his story telling, and for always going "over and above" in his daily interactions.	Rejoice Chavira
Chavira	Rejoice	EOP&S	I ask my students every semester to tell me their ability to get their needs met. This time, the AC and the EOP&S staffs received many positive statements about accurate, timely information, and helpful, friendly interactions!	Diane Pfahler
Colvey	Kirsten	Student Services	Kirsten graciously made herself available to join a critical meeting with a potential scholarship donor to answer specific student support questions. Thank you for taking unplanned time to benefit the students and the college.	Michael Strong
Dial	Troy	Counseling	Troy has taken extra steps in nearly every transaction I have undertaken with her. I also have heard from others that she goes above and beyond the scope of her job to ensure quality service for students, faculty, and staff.	Gwendolyn Diponio

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Harris	Kashaunda	EOP&S	I ask my students every semester to tell me their ability to get their needs met. This time, the AC and the EOP&S staffs received many positive statements about accurate, timely information, and helpful, friendly interactions!	Diane Pfahler
Hinds	Colleen	Professional Development, Kinesiology	Colleen's work in Professional Development has created a program with in-depth content incredibly helpful to faculty. She truly knows the issues faculty face. Her graphics and publicity are artistic and compellingly persuasive.	Richard Leon Linfield
Lopez	Richard	Custodial	Thank you for all your help again with the gala! We truly appreciate your assistance with the last minute details. Your friendly attitude and cooperative spirit are noticed and greatly appreciated. Thank you!	Carrie Audet
Nguyen	Ben	Custodial	Thank you so much for your help with our biggest fundraising event of the year! We appreciate your assistance with the last minute requests and all of the other unexpected tasks of the evening. We are grateful for you!	Carrie Audet
Peraza	Zayne	Library	For taking on extra responsibility and for your dedication to making things right in the library.	Dawn Donaldson
Rodriguez	Nati	EOP&S	I ask my students every semester to tell me their ability to get their needs met. This time, the AC and the EOP&S staffs received many positive statements about accurate, timely information, and helpful, friendly interactions!	Diane Pfahler

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Southerland-Amsden	Frances	CHC Assessment	What a great experience I've had with Frances. I am trying to set up my assessments and she has been GREAT! When I emailed, she got back to me quickly and made sure all my questions were answered. THANK YOU	Claire Reyes
Southerland-Amsden	Frances	CHC Assessment	I ask my students every semester to tell me their ability to get their needs met. This time, the AC and the EOP&S staffs received many positive statements about accurate, timely information, and helpful, friendly interactions!	Diane Pfahler
Sternard	Evan	Counseling	Evan is a tireless counselor, always making himself available to students, always ready to make a classroom visit, and always tuned in to student needs as if he were a student himself. He has maturity and breadth of knowledge.	Richard Leon Linfield
Williams	Miriam	CHC Assessment	Good job! You're a great team member and a hard worker!	Dennis Dixon
Williams	Miriam	CHC Assessment	I ask my students every semester to tell me their ability to get their needs met. This time, the AC and the EOP&S staffs received many positive statements about accurate, timely information, and helpful, friendly interactions!	Diane Pfahler

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
SAN BERNARDINO VALLEY COLLEGE				
Angulo	Adam	Maintenance & Operations	Thank you for taking the time to remove the 90 Distinguished Alumni banners. Your hard work is truly appreciated.	Karen Childers
Arciero	Noel	Bookstore	Noel goes above and beyond in helping our students.	Kevin Palkki
Arciero	Noel	Bookstore	Noel is a great person to work with and always greets you with a smile.	Melody Gunter
Bratulin	Paul	Marketing	Thank you for your assistance with the President's Circle Luncheon on March 24, 2017. We appreciate your time!	Karen Childers
Bratulin	Paul	Marketing	Thank you for your assistance with coordinating the Valley Bound Luncheon on march 10, 2017. We appreciate it!	Karen Childers
Cooper	William	Technology Department	Thanks for helping keep our SBVC campus safe.	Nikole De La Cruz
Cooper	William	Applied Technology	Thanks for your assistance restraining the combative subject.	Jose Plasencia
Cramer	Timothy	Technology Department	Thank you for helping keep our SBVC campus safe.	Nikole De La Cruz

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Delgado	Rocio	Financial Aid	She went and extra mile on answering my financial aid questions and motivated my child to continue going to class at SBVC...	Mario B., Visitor
Diaz	Marvellee	Bookstore	Marvellee goes above and beyond in helping our students.	Kevin Palkki
Diaz	Marvellee	Bookstore	Marvellee is a great person to work with and	Melody Gunter
Flaa	Jonathan	Technology Services	Thank you for your assistance with IT/AV setup for the Valley Bound Luncheon on March 10, 2017. We really appreciate your work!	Karen Childers
Gallagher	Debby	President's Office	Thank you for your help on our recent Cabinet Retreat. I can always count on you to assist whenever it's needed. You are appreciated!	Stacey Nikac
Gordin	Ron	Grounds	Thank you for stepping up to serve as acting supervisor of the Maintenance and Grounds department in February and March. You did a great job communicating, coordinating, and keeping things running smoothly!	Scott Stark
Gordin	Ron	Maintenance & Operations	Thank you for going above and beyond in keeping our carts running and looking nice. Your hard work is greatly appreciated.	Karen Childers
Grishow	Kevin	Maintenance & Operations	Thank you for taking the time to remove the 90 Distinguished Alumni banners. Your hard work is truly appreciated.	Karen Childers
Guillen	Ernest	Library and Learning Support Services	For supporting the uplifting of morale in Student Services and on Campus.	Ricky Shabazz, Ed.D.

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Gutierrez	Albert	Custodial	Thank you for your assistance with the President's Circle Luncheon on March 24, 2017. We appreciate your time!	Karen Childers
Gutierrez	Albert	Custodial	Thank you for your assistance with the Valley Bound Luncheon on March 10, 2017. Your hard work is always appreciated.	Karen Childers
Hautreux	Luis	Maintenance & Operations	Thank you for taking the time to remove the 90 Distinguished Alumni banners. Your hard work is truly appreciated.	Karen Childers
Hepburn-Stroud	Lisa	Bookstore	Lisa goes above and beyond in helping our students.	Kevin Palkki
Hepburn-Stroud	Lisa	Bookstore	The Bookstore is lucky to have a person like Lisa working for them	Kristin Karr, Student
Hepburn-Stroud	Lisa	Bookstore	Lisa is a great person to work with and always greets you with a smile.	Melody Gunter
Herrera	Jamie	Counseling	High School Counselor Conference	Anonymous Employee
Hylton	Chris	Maintenance & Operations	Thank you for making the time to remove the 90 Distinguished Alumni banners. Your hard work is truly appreciated.	Karen Childers

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Jenkins	Robert	Facilities, Operations and Maintenance	Thank you for staying on top of the myriad of issues that arise daily on this campus, that, without you would impede our mission---and for providing great customer service while doing it. Your efforts are truly appreciated!	Scott Stark
Jenkins	Bob	Maintenance & Operations	Thank you for being the great leader of a great team!	Karen Childers
Johnson	Heather	First Year Experience	Thank you for your leadership in First Year Experience.	Ricky Shabazz, Ed.D.
Kracher	Gloria	Custodial	Thank you for your hard work with setup at the Valley Bound Luncheon on March 10, 2017. You were a great help!	Karen Childers
Lea	Brandon	Culinary Arts	Thank for your help at the Valley Bound Luncheon on March 10, 2017. Lunch was great as always!	Karen Childers
Lea	Brandon	Culinary Arts	Thank you for your work with the President's Circle Luncheon on March 24, 2017. Lunch was delicious!	Karen Childers
Lopez	Dolores	Bookstore	Dolores goes above and beyond in helping our students.	Kevin Palkki

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Lopez	Dolores	Bookstore	Dolores is a great person to work with and always greets you with a smile.	Melody Gunter
Martinez	Pat	Bookstore	Pat goes above and beyond in helping our students.	Kevin Palkki
Martinez	Pat	Bookstore	Pat is a great person to work with and always greets you with a smile.	Melody Gunter
Mason	Jerry	Custodial Department	Thank you for cleaning our carpets and making our Police Department always look clean!	Nikole De La Cruz
Meyer	Chef Stacy	Culinary Arts	Thank you for catering at the President's Circle Luncheon on March 24, 2017. Lunch was delicious!	Karen Childers
Meyer	Chef Stacy	Culinary Arts	Thank for your help at the Valley Bound Luncheon on March 10, 2017. Lunch was great as always!	Karen Childers
Moncada	Rosita	EOPS/CARE	For supporting the uplifting of morale in Student Services and on Campus.	Ricky Shabazz, Ed.D.
Nguyen	Hai Hanh	Cafeteria	Hai helped a student in a wheelchair who ran into the snack shack when it was closed. The student fell out of her chair but Hai was there to assist her. Life saver	Muriel Armstead-Moore

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Ohigoshi	Jerry	Custodial	Thank you for your assistance with setup for the President's Circle Luncheon on March 24, 2017. We appreciate your time and creative solutions!	Karen Childers
Ohigoshi	Jerry	Custodial	Thank you for your assistance with delivery and setup for the Valley Bound Luncheon on March 10, 2017. We appreciate your hard work.	Karen Childers
Pang	Sonja	Development & Community Relations	Thank you for coordinating a wonderful event. The President's Circle Luncheon on March 24, 2017 was very well planned.	Karen Childers
Pang	Sonja	Development & Community Relations	Thank you for your hard work and successfully planning the Valley Bound Luncheon on March 10, 2017. Great work!	Karen Childers
Pasillas	Karol	Administrative Services	Thank you for your invaluable teamwork in developing our budget and assisting campus-wide staff in doing the same.	Scott Stark
Race	Steve	Technology Services	Thank you for your assistance with IT/AV setup for the President's Circle Luncheon on March 24, 2017. We appreciate your time!	Karen Childers
Race	Steve	Technology Services	Thank you for your assistance with IT/AV setup for the Valley Bound Luncheon on March 10, 2017. We really appreciate your work!	Karen Childers
Rodriguez	Oscar	First Year Experience	For supporting the uplifting of morale in Student Services and on Campus.	Ricky Shabazz, Ed.D.

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Romo	Sylvia	Admissions and Records	For supporting the uplifting of morale in Student Services and on Campus.	Ricky Shabazz, Ed.D.
Sanchez	Phylicia	Development & Community Relations	Thank you for your time and assistance with the President's Circle Luncheon on March 24, 2017.	Karen Childers
Sanchez	Phylicia	Development & Community Relations	Thank you for working out many of the details for the Valley Bound Luncheon on March 10, 2017. Great work!	Karen Childers
Schlinkert	Tamara	Culinary Arts	Thank for your help at the Valley Bound Luncheon on March 10, 2017. Lunch was great as always!	Karen Childers
Schlinkert	Tamara	Culinary Arts	Thank you for your work with the President's Circle Luncheon on March 24, 2017. Lunch was delicious!	Karen Childers
Shafer	Kris	Maintenance & Operations	Thank you for taking the time to remove the 90 Distinguished Alumni banners. Your hard work is truly appreciated.	Karen Childers
Valdemar	Mary	Library and Learning Support Services	For supporting the uplifting of morale in Student Services and on Campus.	Ricky Shabazz, Ed.D.
Vargas	Gino	Maintenance & Operations	Thank you for your hard work with setup at the Valley Bound Luncheon on March 10, 2017. You were a great help!	Karen Childers

Caring Hands Applause Cards - MAY 2017

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Vargas	Gino	Maintenance & Operations	Thank you for taking the time to remove the 90 Distinguished Alumni banners. Your hard work is truly appreciated.	Karen Childers
Vivar	Jorge	Maintenance & Operations	Thank you for taking the time to remove the 90 Distinguished Alumni banners. Your hard work is truly appreciated.	Karen Childers
Walker	George	Technology Department	Thanks for helping keep our SBVC campus safe.	Nikole De La Cruz
Walker	George	Applied Technology	Thanks for helping keep our SBVC campus safe.	Jose Plasencia
Wingson	Carol	Bookstore	Carol goes above and beyond in helping our students.	Kevin Palkki
Wingson	Carol	Bookstore	Carol is a great person to work with and always greets you with a smile.	Melody Gunter

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Lawrence P. Strong, Director of Fiscal Services
DATE: May 11, 2017
SUBJECT: Budget Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The attached Revenue and Expenditure Summary reflects activity for the 2016-17 fiscal year through April 22, 2017. As of that date, SBCCD was 80.8% through the fiscal year and had spent and/or encumbered approximately 70.5% of its budgeted general fund.

ANALYSIS

While revenues and/or expenditures for some funds vary significantly from the percentage of fiscal year elapsed, unless noted below all funds are expected to remain within the 2016-17 budget. The following reasons help explain any sizeable variances occurring in this report.

- Fund 21 Bond Interest and Redemption – Taxes are determined and collected by the County for bond measures; SBCCD does not control this fund.
- Fund 42 Bond Construction – Expenditures are at 90.9%, however, this includes \$12.8 million in encumbrances.
- Fund 72 Child Development – Although this fund's expenditures are currently tracking ahead of the revenues, annual revenues are expected to exceed annual expenses.
- Fund 76 KVCR Educational Foundation – This fund's revenues are at 58.2% of budget and it appears that annual revenues may be less than budgeted. KVCR is preparing a year-end forecast.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

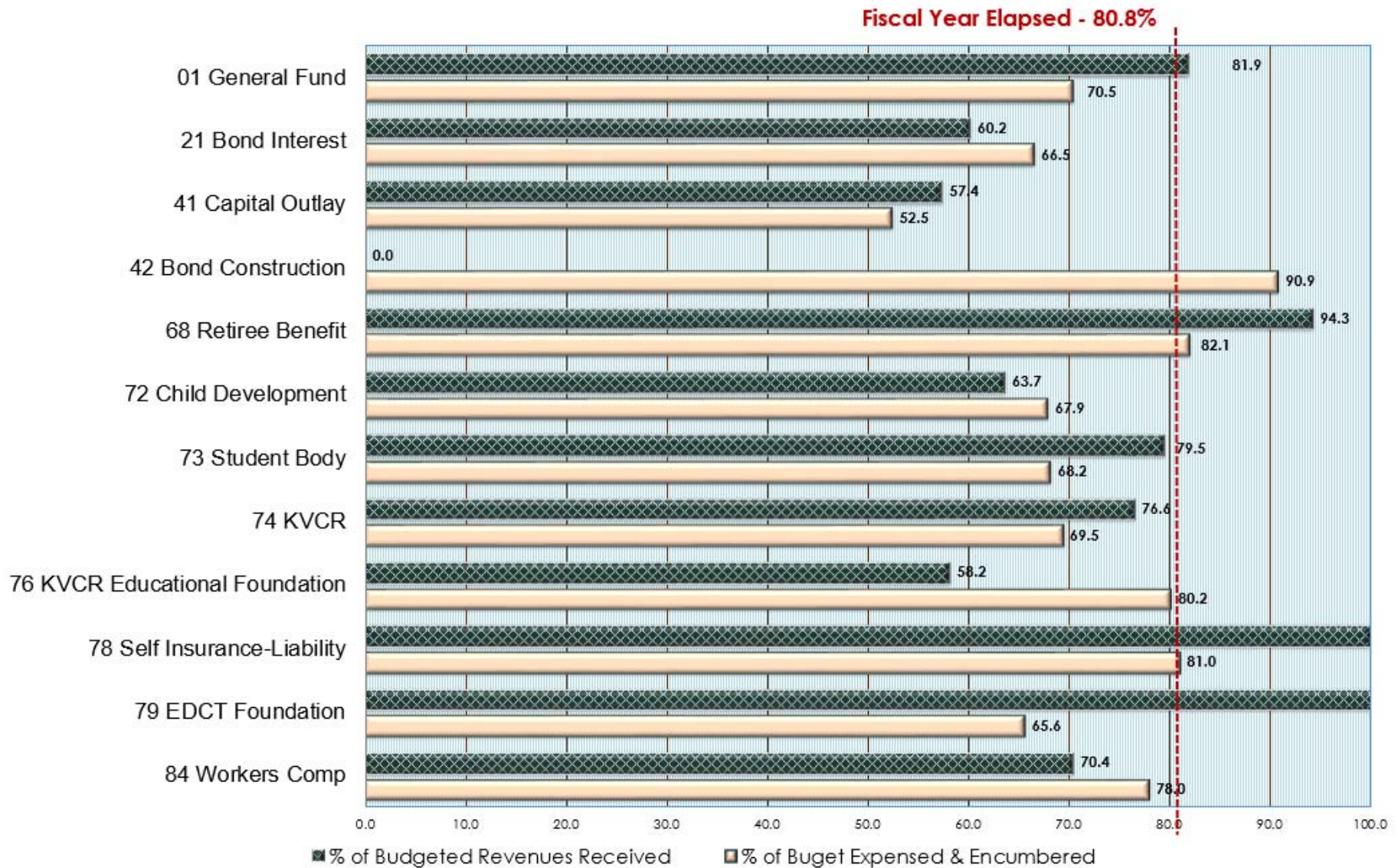
There are no financial implications associated with this board item.



Budget Revenue & Expenditure Summary

Year to Date 4/22/2017
80.8% of Fiscal Year Elapsed

	REVENUES			EXPENDITURES			COMMENTS
	Budget	Received YTD		Budget	Expensed/ Encumbered YTD		
01 General Fund	\$143,024,198	\$ 117,170,114	81.9%	\$145,907,509	\$102,870,152	70.5%	
21 Bond Interest & Redemption	\$ 22,834,910	\$ 13,748,323	60.2%	\$ 29,982,272	\$ 19,952,987	66.5%	<i>Taxes are determined and collected by the County for bond measures; SBCCD does not control this fund.</i>
41 Capital Outlay Projects	\$ 2,243,251	\$ 1,288,051	57.4%	\$ 10,981,789	\$ 5,760,423	52.5%	
42 Bond Construction	\$ -	\$ 134,297	n/a	\$ 40,000,000	\$ 36,348,426	90.9%	<i>Encumbered amount is \$12.8 million.</i>
68 Retiree Benefit	\$ 100,000	\$ 94,300	94.3%	\$ 366,500	\$ 300,858	82.1%	
72 Child Development	\$ 2,998,172	\$ 1,908,508	63.7%	\$ 2,998,172	\$ 2,037,044	67.9%	<i>Annual revenues expected to exceed annual expenses.</i>
73 Student Body Center Fee	\$ 293,352	\$ 233,215	79.5%	\$ 293,352	\$ 200,057	68.2%	
74 KVCR	\$ 6,264,728	\$ 4,795,787	76.6%	\$ 6,226,145	\$ 4,327,350	69.5%	
76 KVCR Educational Foundation	\$ 2,076,553	\$ 1,208,000	58.2%	\$ 2,114,898	\$ 1,695,850	80.2%	<i>Revenues are expected to be less than budget. KVCR is preparing a year-end forecast.</i>
78 Self Insurance-Liability	\$ 553,000	\$ 553,199	100.0%	\$ 675,000	\$ 547,061	81.0%	<i>Annual premiums are paid in July.</i>
79 EDCT Foundation	\$ 228,996	\$ 230,834	100.8%	\$ 287,682	\$ 188,782	65.6%	
84 Workers Compensation	\$ 1,170,000	\$ 824,258	70.4%	\$ 1,170,000	\$ 912,525	78.0%	



Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	3,885,901.77	1,543,731.09	1,543,731.09	39.7	0.00	2,342,170.68	60.2
8600.00 STATE REVENUES	110,544,591.79	83,355,520.02	83,355,520.02	75.4	0.00	27,189,071.77	24.5
8800.00 LOCAL REVENUES	28,421,704.67	26,079,151.94	26,079,151.94	91.7	0.00	2,342,552.73	8.2
8900.00 OTHER FINANCING SOURCES	172,000.00	191,710.56	191,710.56	100.0	0.00	19,710.56-	.0
TOTAL: 8000	143,024,198.23	111,170,113.61	111,170,113.61	77.7	0.00	31,854,084.62	22.2
1100.00 CONTRACT CLASSROOM INST.	17,506,106.68	13,460,545.46	13,460,545.46	76.8	0.00	4,045,561.22	23.1
1200.00 CONTRACT CERT. ADMINISTRATORS	9,453,284.27	6,945,962.50	6,945,962.50	73.4	0.00	2,507,321.77	26.5
1300.00 INSTRUCTORS DAY/HOURLY	13,074,999.33	9,518,406.46	9,518,406.46	72.7	0.00	3,556,592.87	27.2
1400.00 NON-INSTRUCTION HOURLY CERT.	2,213,934.96	1,655,578.25	1,655,578.25	74.7	0.00	558,356.71	25.2
TOTAL: 1000	42,248,325.24	31,580,492.67	31,580,492.67	74.7	0.00	10,667,832.57	25.2
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	20,287,706.67	14,897,568.16	14,897,568.16	73.4	0.00	5,390,138.51	26.5
2200.00 INSTRUCTIONAL AIDS	1,443,630.51	1,123,235.14	1,123,235.14	77.8	0.00	320,395.37	22.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	4,692,979.04	2,998,676.31	2,998,676.31	63.8	0.00	1,694,302.73	36.1
2400.00 INST AIDES-HOURLY- DIR. INSTRU	1,315,827.96	877,313.98	877,313.98	66.6	0.00	438,513.98	33.3
TOTAL: 2000	27,740,144.18	19,896,793.59	19,896,793.59	71.7	0.00	7,843,350.59	28.2
3100.00 CERTIFICATED RETIREMENT	4,834,773.20	3,330,162.36	3,330,162.36	68.8	0.00	1,504,610.84	31.1
3200.00 CLASSIFIED RETIREMENT	2,843,727.76	2,498,120.37	2,498,120.37	87.8	0.00	345,607.39	12.1
3300.00 OASDHI /FICA	2,511,559.87	1,904,349.47	1,904,349.47	75.8	0.00	607,210.40	24.1
3400.00 HEALTH AND WELFARE BENEFITS	10,957,928.11	6,886,452.44	6,886,452.44	62.8	0.00	4,071,475.67	37.1
3500.00 STATE UNEMPLOYMENT INSURANCE	61,263.43	49,726.80	49,726.80	81.1	0.00	11,536.63	18.8
3600.00 WORKERS COMPENSATION INSURANCE	1,000,367.25	750,330.26	750,330.26	75.0	0.00	250,036.99	24.9
3900.00 OTHER BENEFITS	233,184.80	210,276.06	210,276.06	90.1	0.00	22,908.74	9.8
TOTAL: 3000	22,442,804.42	15,629,417.76	15,629,417.76	69.6	0.00	6,813,386.66	30.3
4100.00 TEXTBOOKS	381,174.38	154,688.83	154,688.83	40.5	95,242.60	131,242.95	34.4
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	123,046.62	22,742.23	22,742.23	18.4	29,860.71	70,443.68	57.2
4300.00 INSTRUCTIONAL SUPPLIES	733,532.85	222,039.15	222,039.15	30.2	197,584.30	313,909.40	42.7
4400.00 MEDIA AND SOFTWARE-DISTRICT USE	36,972.78	6,545.80	6,545.80	17.7	2,126.67	28,300.31	76.5
4500.00 NONINSTRUCTIONAL SUPPLIES	1,782,000.06	756,558.58	756,558.58	42.4	480,695.44	544,746.04	30.5
4700.00 FOOD SUPPLIES	343,419.52	141,445.41	141,445.41	41.1	80,877.60	121,096.51	35.2
TOTAL: 4000	3,400,146.21	1,304,020.00	1,304,020.00	38.3	886,387.32	1,209,738.89	35.5
5100.00 PERSON&CONSULTANT SVC-DIST USE	21,951,037.71	12,949,908.38	12,949,908.38	58.9	4,497,190.49	4,503,938.84	20.5
5200.00 TRAVEL & CONFERENCE EXPENSES	1,825,220.39	687,231.28	687,231.28	37.6	318,466.04	819,523.07	44.8
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	391,091.55	271,263.73	271,263.73	69.3	21,545.83	98,281.99	25.1
5400.00 INSURANCES - DISTRICT USE	130,000.00	121,067.00	121,067.00	93.1	0.00	8,933.00	6.8
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	2,969,284.84	2,063,235.44	2,063,235.44	69.4	1,008,857.50	102,808.10-	.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	4,672,395.24	2,777,802.99	2,777,802.99	59.4	697,122.65	1,197,469.60	25.6
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	1,071,350.00	633,422.98	633,422.98	59.1	320,966.61	116,960.41	10.9
5800.00 OTHER OPERATING EXP-DIST. USE	7,511,609.17	1,418,896.21	1,418,896.21	18.8	318,491.00	5,774,221.96	76.8
TOTAL: 5000	40,521,988.90	20,922,828.01	20,922,828.01	51.6	7,182,640.12	12,416,520.77	30.6

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TOTAL: 1000-5999	136,353,408.95	89,333,552.03	89,333,552.03	65.5	8,069,027.44	38,950,829.48	28.5
6100.00 SITES & IMPROVEMENTS-DIST. USE	466,524.28	81,242.79	81,242.79	17.4	19,042.87	366,238.62	78.5
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	1,716,442.97	348,785.59	348,785.59	20.3	318,613.80	1,049,043.58	61.1
6300.00 LIBRARY BOOKS - EXPANSION	130,861.93	87,252.09	87,252.09	66.6	33,505.98	10,103.86	7.7
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	4,290,603.91	1,538,883.24	1,538,883.24	35.8	741,985.17	2,009,735.50	46.8
TOTAL: 6000	6,604,433.09	2,056,163.71	2,056,163.71	31.1	1,113,147.82	3,435,121.56	52.0
TOTAL: 1000-6999	142,957,842.04	91,389,715.74	91,389,715.74	63.9	9,182,175.26	42,385,951.04	29.6
7200.00 INTRAFUND TRANSFERS OUT	160,000.00	160,000.00	160,000.00	100.0	0.00	0.00	.0
7300.00 INTERFUND TRANSFERS	1,070,000.00	1,070,000.00	1,070,000.00	100.0	0.00	0.00	.0
7400.00 OTHER TRANSFERS	148,000.00	0.00	0.00	.0	0.00	148,000.00	100.0
7500.00 OTHER OUTGO-STUDENT FIN AID	56,370.00	26,795.96	26,795.96	47.5	2,015.00	27,559.04	48.8
7600.00 OTHER STUDENT AID	1,515,296.75	895,430.54	895,430.54	59.0	144,020.17	475,846.04	31.4
TOTAL: 7000	2,949,666.75	2,152,226.50	2,152,226.50	72.9	146,035.17	651,405.08	22.0
TOTAL: 1000-7999	145,907,508.79	93,541,942.24	93,541,942.24	64.1	9,328,210.43	43,037,356.12	29.4

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Fund: 01 GENERAL FUND

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SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)		143,024,198.23	111,170,113.61	111,170,113.61	77.7	0.00	31,854,084.62	22.2
TOTAL: 1000-5999		136,353,408.95	89,333,552.03	89,333,552.03	65.5	8,069,027.44	38,950,829.48	28.5
TOTAL: 1000-6999		142,957,842.04	91,389,715.74	91,389,715.74	63.9	9,182,175.26	42,385,951.04	29.6
TOTAL: 1000-7999		145,907,508.79	93,541,942.24	93,541,942.24	64.1	9,328,210.43	43,037,356.12	29.4
TOTAL EXPENSES (1000 - 7999)		145,907,508.79	93,541,942.24	93,541,942.24	64.1	9,328,210.43	43,037,356.12	29.4

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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	213,217.00	941,022.56	941,022.56	100.0	0.00	727,805.56-	.0
8800.00 LOCAL REVENUES	22,621,693.00	12,807,300.36	12,807,300.36	56.6	0.00	9,814,392.64	43.3
TOTAL: 8000	22,834,910.00	13,748,322.92	13,748,322.92	60.2	0.00	9,086,587.08	39.7
7100.00 DEBT RETIREMENT	29,982,271.70	19,952,987.20	19,952,987.20	66.5	0.00	10,029,284.50	33.4
TOTAL: 7000	29,982,271.70	19,952,987.20	19,952,987.20	66.5	0.00	10,029,284.50	33.4
TOTAL: 1000-7999	29,982,271.70	19,952,987.20	19,952,987.20	66.5	0.00	10,029,284.50	33.4

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Fund: 21 BOND INTEREST AND REDEMPTION SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)		22,834,910.00	13,748,322.92	13,748,322.92	60.2	0.00	9,086,587.08	39.7
TOTAL: 1000-5999		0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-6999		0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-7999		29,982,271.70	19,952,987.20	19,952,987.20	66.5	0.00	10,029,284.50	33.4
TOTAL EXPENSES (1000 - 7999)		29,982,271.70	19,952,987.20	19,952,987.20	66.5	0.00	10,029,284.50	33.4

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	883,838.45	319,684.45	319,684.45	36.1	0.00	564,154.00	63.8
8800.00 LOCAL REVENUES	1,359,413.00	968,366.44	968,366.44	71.2	0.00	391,046.56	28.7
TOTAL: 8000	2,243,251.45	1,288,050.89	1,288,050.89	57.4	0.00	955,200.56	42.5
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	102,018.05	90,442.43	90,442.43	88.6	0.00	11,575.62	11.3
TOTAL: 2000	102,018.05	90,442.43	90,442.43	88.6	0.00	11,575.62	11.3
3200.00 CLASSIFIED RETIREMENT	12,833.87	12,560.65	12,560.65	97.8	0.00	273.22	2.1
3300.00 OASDHI/FICA	7,841.10	6,954.83	6,954.83	88.6	0.00	886.27	11.3
3400.00 HEALTH AND WELFARE BENEFITS	12,915.95	11,094.62	11,094.62	85.8	0.00	1,821.33	14.1
3500.00 STATE UNEMPLOYMENT INSURANCE	51.25	45.45	45.45	88.6	0.00	5.80	11.3
3600.00 WORKERS COMPENSATION INSURANCE	1,200.00	1,175.00	1,175.00	97.9	0.00	25.00	2.0
3900.00 OTHER BENEFITS	58.94	33.92	33.92	57.5	0.00	25.02	42.4
TOTAL: 3000	34,901.11	31,864.47	31,864.47	91.2	0.00	3,036.64	8.7
4700.00 FOOD SUPPLIES	5,000.00	604.97	604.97	12.0	52.68	4,342.35	86.8
TOTAL: 4000	5,000.00	604.97	604.97	12.0	52.68	4,342.35	86.8
5100.00 PERSON&CONSULTANT SVC-DIST USE	3,345,025.00	1,279,797.27	1,279,797.27	38.2	1,730,636.96	334,590.77	10.0
5200.00 TRAVEL & CONFERENCE EXPENSES	480.00	470.00	470.00	97.9	0.00	10.00	2.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	356,828.15	87,140.34	87,140.34	24.4	23,674.00	246,013.81	68.9
5800.00 OTHER OPERATING EXP-DIST. USE	133,000.00	0.00	0.00	.0	0.00	133,000.00	100.0
TOTAL: 5000	3,835,333.15	1,367,407.61	1,367,407.61	35.6	1,754,310.96	713,614.58	18.6
TOTAL: 1000-5999	3,977,252.31	1,490,319.48	1,490,319.48	37.4	1,754,363.64	732,569.19	18.4
6100.00 SITES & IMPROVEMENTS-DIST. USE	3,838,134.37	377,076.84	377,076.84	9.8	425,113.40	3,035,944.13	79.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	1,964,426.00	318,398.90	318,398.90	16.2	409,397.87	1,236,629.23	62.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,201,976.00	821,985.07	821,985.07	68.3	163,767.99	216,222.94	17.9
TOTAL: 6000	7,004,536.37	1,517,460.81	1,517,460.81	21.6	998,279.26	4,488,796.30	64.0
TOTAL: 1000-6999	10,981,788.68	3,007,780.29	3,007,780.29	27.3	2,752,642.90	5,221,365.49	47.5

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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)	2,243,251.45	1,288,050.89	1,288,050.89	57.4	0.00	955,200.56	42.5
TOTAL:	1000-5999	3,977,252.31	1,490,319.48	1,490,319.48	37.4	1,754,363.64	732,569.19	18.4
TOTAL:	1000-6999	10,981,788.68	3,007,780.29	3,007,780.29	27.3	2,752,642.90	5,221,365.49	47.5
TOTAL:	1000-7999	10,981,788.68	3,007,780.29	3,007,780.29	27.3	2,752,642.90	5,221,365.49	47.5
TOTAL EXPENSES	(1000 - 7999)	10,981,788.68	3,007,780.29	3,007,780.29	27.3	2,752,642.90	5,221,365.49	47.5

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Fund: 42 REVENUE BOND CONSTRUCTION FU

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	134,296.53	134,296.53	100.0	0.00	134,296.53-	.0
TOTAL: 8000	0.00	134,296.53	134,296.53	100.0	0.00	134,296.53-	.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	0.00	711.63	711.63	100.0	0.00	711.63-	.0
TOTAL: 2000	0.00	711.63	711.63	100.0	0.00	711.63-	.0
4500.00 NONINSTRUCTIONAL SUPPLIES	1,232.47	0.00	0.00	.0	1,232.47	0.00	.0
TOTAL: 4000	1,232.47	0.00	0.00	.0	1,232.47	0.00	.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	726,393.81	310,575.16	310,575.16	42.7	247,014.06	168,804.59	23.2
5400.00 INSURANCES - DISTRICT USE	216,943.42	215,430.42	215,430.42	99.3	0.00	1,513.00	.6
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	39,985.02	38,680.73	38,680.73	96.7	298.12	1,006.17	2.5
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	217,953.70	56,532.95	56,532.95	25.9	75,067.05	86,353.70	39.6
5800.00 OTHER OPERATING EXP-DIST. USE	50,000.00	3,486.27	3,486.27	6.9	17,670.00	28,843.73	57.6
TOTAL: 5000	1,251,275.95	624,705.53	624,705.53	49.9	340,049.23	286,521.19	22.8
TOTAL: 1000-5999	1,252,508.42	625,417.16	625,417.16	49.9	341,281.70	285,809.56	22.8
6100.00 SITES & IMPROVEMENTS-DIST. USE	159,372.78	116,486.78	116,486.78	73.0	8,541.24	34,344.76	21.5
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	36,055,180.79	22,198,351.44	22,198,351.44	61.5	11,359,589.40	2,497,239.95	6.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	2,532,938.01	632,407.53	632,407.53	24.9	1,066,350.18	834,180.30	32.9
TOTAL: 6000	38,747,491.58	22,947,245.75	22,947,245.75	59.2	12,434,480.82	3,365,765.01	8.6
TOTAL: 1000-6999	40,000,000.00	23,572,662.91	23,572,662.91	58.9	12,775,762.52	3,651,574.57	9.1

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SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)		0.00	134,296.53	134,296.53	100.0	0.00	134,296.53-	.0
TOTAL: 1000-5999		1,252,508.42	625,417.16	625,417.16	49.9	341,281.70	285,809.56	22.8
TOTAL: 1000-6999		40,000,000.00	23,572,662.91	23,572,662.91	58.9	12,775,762.52	3,651,574.57	9.1
TOTAL: 1000-7999		40,000,000.00	23,572,662.91	23,572,662.91	58.9	12,775,762.52	3,651,574.57	9.1
TOTAL EXPENSES (1000 - 7999)		40,000,000.00	23,572,662.91	23,572,662.91	58.9	12,775,762.52	3,651,574.57	9.1

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Fund: 51 BOOKSTORE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	349.34	349.34	100.0	0.00	349.34-	.0
TOTAL: 8000	0.00	349.34	349.34	100.0	0.00	349.34-	.0

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Fund: 51 BOOKSTORE FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	349.34	349.34	100.0	0.00	349.34-	.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

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Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	100,000.00	94,300.99	94,300.99	94.3	0.00	5,699.01	5.6
TOTAL: 8000	100,000.00	94,300.99	94,300.99	94.3	0.00	5,699.01	5.6
3300.00 OASDHI /FICA	1,000.00	105.26	105.26	10.5	0.00	894.74	89.4
3400.00 HEALTH AND WELFARE BENEFITS	355,000.00	293,498.82	293,498.82	82.6	0.00	61,501.18	17.3
3500.00 STATE UNEMPLOYMENT INSURANCE	0.00	3.76	3.76	100.0	0.00	3.76-	.0
3900.00 OTHER BENEFITS	10,500.00	7,250.00	7,250.00	69.0	0.00	3,250.00	30.9
TOTAL: 3000	366,500.00	300,857.84	300,857.84	82.0	0.00	65,642.16	17.9
TOTAL: 1000-5999	366,500.00	300,857.84	300,857.84	82.0	0.00	65,642.16	17.9

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Fund: 68 RETIREE BENEFIT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	100,000.00	94,300.99	94,300.99	94.3	0.00	5,699.01	5.6
TOTAL:	1000-5999	366,500.00	300,857.84	300,857.84	82.0	0.00	65,642.16	17.9
TOTAL:	1000-6999	366,500.00	300,857.84	300,857.84	82.0	0.00	65,642.16	17.9
TOTAL:	1000-7999	366,500.00	300,857.84	300,857.84	82.0	0.00	65,642.16	17.9
TOTAL EXPENSES	(1000 - 7999)	366,500.00	300,857.84	300,857.84	82.0	0.00	65,642.16	17.9

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Fund: 69 EMPL LOAD BANKING TRUST FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	0.36	0.36	100.0	0.00	0.36-	.0
TOTAL: 8000	0.00	0.36	0.36	100.0	0.00	0.36-	.0

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Fund: 69 EMPL LOAD BANKING TRUST FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	0.36	0.36	100.0	0.00	0.36-	.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	167,710.00	145,694.16	145,694.16	86.8	0.00	22,015.84	13.1
8600.00 STATE REVENUES	2,622,462.00	1,602,733.61	1,602,733.61	61.1	0.00	1,019,728.39	38.8
8800.00 LOCAL REVENUES	208,000.00	160,080.56	160,080.56	76.9	0.00	47,919.44	23.0
TOTAL: 8000	2,998,172.00	1,908,508.33	1,908,508.33	63.6	0.00	1,089,663.67	36.3
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,304,085.41	874,106.05	874,106.05	67.0	0.00	429,979.36	32.9
2300.00 NON-INSTRUCTION HOURLY CLASS.	541,392.34	305,700.43	305,700.43	56.4	0.00	235,691.91	43.5
TOTAL: 2000	1,845,477.75	1,179,806.48	1,179,806.48	63.9	0.00	665,671.27	36.0
3100.00 CERTIFICATED RETIREMENT	0.00	24,443.50	24,443.50	100.0	0.00	24,443.50	.0
3200.00 CLASSIFIED RETIREMENT	145,718.55	91,571.53	91,571.53	62.8	0.00	54,147.02	37.1
3300.00 OASDHI/FICA	101,125.14	54,493.90	54,493.90	53.8	0.00	46,631.24	46.1
3400.00 HEALTH AND WELFARE BENEFITS	457,070.22	332,665.22	332,665.22	72.7	0.00	124,405.00	27.2
3500.00 STATE UNEMPLOYMENT INSURANCE	650.25	473.45	473.45	72.8	0.00	176.80	27.1
3600.00 WORKERS COMPENSATION INSURANCE	48,875.00	39,625.00	39,625.00	81.0	0.00	9,250.00	18.9
3900.00 OTHER BENEFITS	17,400.74	8,306.76	8,306.76	47.7	0.00	9,093.98	52.2
TOTAL: 3000	770,839.90	551,579.36	551,579.36	71.5	0.00	219,260.54	28.4
4300.00 INSTRUCTIONAL SUPPLIES	94,672.00	41,358.30	41,358.30	43.6	47,620.83	5,692.87	6.0
4500.00 NONINSTRUCTIONAL SUPPLIES	107,802.00	57,515.08	57,515.08	53.3	39,607.38	10,679.54	9.9
4700.00 FOOD SUPPLIES	110,303.32	72,739.70	72,739.70	65.9	33,473.72	4,089.90	3.7
TOTAL: 4000	312,777.32	171,613.08	171,613.08	54.8	120,701.93	20,462.31	6.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	1,160.00	0.00	0.00	.0	245.00	915.00	78.8
5800.00 OTHER OPERATING EXP-DIST. USE	56,217.03	2,298.50	2,298.50	4.0	0.00	53,918.53	95.9
TOTAL: 5000	57,377.03	2,298.50	2,298.50	4.0	245.00	54,833.53	95.5
TOTAL: 1000-5999	2,986,472.00	1,905,297.42	1,905,297.42	63.7	120,946.93	960,227.65	32.1
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	11,700.00	5,228.27	5,228.27	44.6	5,570.68	901.05	7.7
TOTAL: 6000	11,700.00	5,228.27	5,228.27	44.6	5,570.68	901.05	7.7
TOTAL: 1000-6999	2,998,172.00	1,910,525.69	1,910,525.69	63.7	126,517.61	961,128.70	32.0

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Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,998,172.00	1,908,508.33	1,908,508.33	63.6	0.00	1,089,663.67	36.3
TOTAL:	1000-5999	2,986,472.00	1,905,297.42	1,905,297.42	63.7	120,946.93	960,227.65	32.1
TOTAL:	1000-6999	2,998,172.00	1,910,525.69	1,910,525.69	63.7	126,517.61	961,128.70	32.0
TOTAL:	1000-7999	2,998,172.00	1,910,525.69	1,910,525.69	63.7	126,517.61	961,128.70	32.0
TOTAL EXPENSES	(1000 - 7999)	2,998,172.00	1,910,525.69	1,910,525.69	63.7	126,517.61	961,128.70	32.0

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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	233,215.13	233,215.13	79.5	0.00	60,136.87	20.4
TOTAL: 8000	293,352.00	233,215.13	233,215.13	79.5	0.00	60,136.87	20.4
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	99,982.53	77,389.00	77,389.00	77.4	0.00	22,593.53	22.5
2300.00 NON-INSTRUCTION HOURLY CLASS.	54,000.00	44,590.50	44,590.50	82.5	0.00	9,409.50	17.4
TOTAL: 2000	153,982.53	121,979.50	121,979.50	79.2	0.00	32,003.03	20.7
3200.00 CLASSIFIED RETIREMENT	12,477.16	10,747.81	10,747.81	86.1	0.00	1,729.35	13.8
3300.00 OASDHI/FICA	7,648.65	5,750.82	5,750.82	75.1	0.00	1,897.83	24.8
3400.00 HEALTH AND WELFARE BENEFITS	32,289.86	25,054.22	25,054.22	77.5	0.00	7,235.64	22.4
3500.00 STATE UNEMPLOYMENT INSURANCE	49.99	37.66	37.66	75.3	0.00	12.33	24.6
3600.00 WORKERS COMPENSATION INSURANCE	3,000.00	2,250.00	2,250.00	75.0	0.00	750.00	25.0
3900.00 OTHER BENEFITS	147.36	72.72	72.72	49.3	0.00	74.64	50.6
TOTAL: 3000	55,613.02	43,913.23	43,913.23	78.9	0.00	11,699.79	21.0
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	500.00	0.00	0.00	.0	0.00	500.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	14,000.00	5,371.56	5,371.56	38.3	2,480.73	6,147.71	43.9
TOTAL: 4000	14,500.00	5,371.56	5,371.56	37.0	2,480.73	6,647.71	45.8
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	32,000.00	1,811.86	1,811.86	5.6	0.00	30,188.14	94.3
5800.00 OTHER OPERATING EXP-DIST. USE	12,756.45	0.00	0.00	.0	0.00	12,756.45	100.0
TOTAL: 5000	44,756.45	1,811.86	1,811.86	4.0	0.00	42,944.59	95.9
TOTAL: 1000-5999	268,852.00	173,076.15	173,076.15	64.3	2,480.73	93,295.12	34.7
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	24,500.00	24,500.00	24,500.00	100.0	0.00	0.00	.0
TOTAL: 6000	24,500.00	24,500.00	24,500.00	100.0	0.00	0.00	.0
TOTAL: 1000-6999	293,352.00	197,576.15	197,576.15	67.3	2,480.73	93,295.12	31.8

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Fund: 73 STUDENT BODY CENTER FEE FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)		293,352.00	233,215.13	233,215.13	79.5	0.00	60,136.87	20.4
TOTAL: 1000-5999		268,852.00	173,076.15	173,076.15	64.3	2,480.73	93,295.12	34.7
TOTAL: 1000-6999		293,352.00	197,576.15	197,576.15	67.3	2,480.73	93,295.12	31.8
TOTAL: 1000-7999		293,352.00	197,576.15	197,576.15	67.3	2,480.73	93,295.12	31.8
TOTAL EXPENSES (1000 - 7999)		293,352.00	197,576.15	197,576.15	67.3	2,480.73	93,295.12	31.8

Fund: 74 KVC R FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	5,009,397.74	3,540,456.65	3,540,456.65	70.6	0.00	1,468,941.09	29.3
8900.00 OTHER FINANCING SOURCES	1,255,330.00	1,255,330.00	1,255,330.00	100.0	0.00	0.00	.0
TOTAL: 8000	6,264,727.74	4,795,786.65	4,795,786.65	76.5	0.00	1,468,941.09	23.4
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,234,726.70	884,808.81	884,808.81	71.6	0.00	349,917.89	28.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	624,000.00	378,608.78	378,608.78	60.6	0.00	245,391.22	39.3
TOTAL: 2000	1,858,726.70	1,263,417.59	1,263,417.59	67.9	0.00	595,309.11	32.0
3200.00 CLASSIFIED RETIREMENT	165,118.00	157,171.26	157,171.26	95.1	0.00	7,946.74	4.8
3300.00 OASDHI/FICA	101,418.08	90,318.57	90,318.57	89.0	0.00	11,099.51	10.9
3400.00 HEALTH AND WELFARE BENEFITS	303,695.82	176,919.55	176,919.55	58.2	0.00	126,776.27	41.7
3500.00 STATE UNEMPLOYMENT INSURANCE	662.86	630.61	630.61	95.1	0.00	32.25	4.8
3600.00 WORKERS COMPENSATION INSURANCE	28,950.00	19,605.99	19,605.99	67.7	0.00	9,344.01	32.2
3900.00 OTHER BENEFITS	11,322.02	5,206.34	5,206.34	45.9	0.00	6,115.68	54.0
TOTAL: 3000	611,166.78	449,852.32	449,852.32	73.6	0.00	161,314.46	26.3
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	300.00	59.36	59.36	19.7	0.00	240.64	80.2
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	2,500.00	26.20	26.20	1.0	0.00	2,473.80	98.9
4500.00 NONINSTRUCTIONAL SUPPLIES	44,700.00	10,619.72	10,619.72	23.7	16,809.45	17,270.83	38.6
4700.00 FOOD SUPPLIES	10,500.00	423.67	423.67	4.0	2,950.14	7,126.19	67.8
TOTAL: 4000	58,000.00	11,128.95	11,128.95	19.1	19,759.59	27,111.46	46.7
5100.00 PERSON&CONSULTANT SVC-DIST USE	137,079.00	22,611.95	22,611.95	16.4	23,061.09	91,405.96	66.6
5200.00 TRAVEL & CONFERENCE EXPENSES	108,100.00	36,200.66	36,200.66	33.4	40,393.46	31,505.88	29.1
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	75,500.00	30,701.10	30,701.10	40.6	13,482.94	31,315.96	41.4
5400.00 INSURANCES - DISTRICT USE	10,500.00	3,905.00	3,905.00	37.1	0.00	6,595.00	62.8
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	247,867.00	115,411.35	115,411.35	46.5	52,316.65	80,139.00	32.3
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	667,359.00	264,590.31	264,590.31	39.6	75,700.72	327,067.97	49.0
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	64,000.00	5,157.00	5,157.00	8.0	11,675.00	47,168.00	73.7
5800.00 OTHER OPERATING EXP-DIST. USE	1,892,597.74	1,093,135.22	1,093,135.22	57.7	212,361.23	587,101.29	31.0
TOTAL: 5000	3,203,002.74	1,571,712.59	1,571,712.59	49.0	428,991.09	1,202,299.06	37.5
TOTAL: 1000-5999	5,730,896.22	3,296,111.45	3,296,111.45	57.5	448,750.68	1,986,034.09	34.6
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	385,874.00	247,118.74	247,118.74	64.0	225,994.17	87,238.91-	.0
TOTAL: 6000	385,874.00	247,118.74	247,118.74	64.0	225,994.17	87,238.91-	.0
TOTAL: 1000-6999	6,116,770.22	3,543,230.19	3,543,230.19	57.9	674,744.85	1,898,795.18	31.0
7200.00 INTRAFUND TRANSFERS OUT	109,375.00	109,375.00	109,375.00	100.0	0.00	0.00	.0
TOTAL: 7000	109,375.00	109,375.00	109,375.00	100.0	0.00	0.00	.0
TOTAL: 1000-7999	6,226,145.22	3,652,605.19	3,652,605.19	58.6	674,744.85	1,898,795.18	30.4

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TOTAL INCOME	(8000 - 8999)	6,264,727.74	4,795,786.65	4,795,786.65	76.5	0.00	1,468,941.09	23.4
TOTAL:	1000-5999	5,730,896.22	3,296,111.45	3,296,111.45	57.5	448,750.68	1,986,034.09	34.6
TOTAL:	1000-6999	6,116,770.22	3,543,230.19	3,543,230.19	57.9	674,744.85	1,898,795.18	31.0
TOTAL:	1000-7999	6,226,145.22	3,652,605.19	3,652,605.19	58.6	674,744.85	1,898,795.18	30.4
TOTAL EXPENSES	(1000 - 7999)	6,226,145.22	3,652,605.19	3,652,605.19	58.6	674,744.85	1,898,795.18	30.4

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Fund: 76 KVCR EDUCATIONAL FOUNDATION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	2,076,553.44	1,207,999.96	1,207,999.96	58.1	0.00	868,553.48	41.8
TOTAL: 8000	2,076,553.44	1,207,999.96	1,207,999.96	58.1	0.00	868,553.48	41.8
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	183,177.57	139,247.40	139,247.40	76.0	0.00	43,930.17	23.9
2300.00 NON-INSTRUCTION HOURLY CLASS.	181,716.14	96,920.80	96,920.80	53.3	0.00	84,795.34	46.6
TOTAL: 2000	364,893.71	236,168.20	236,168.20	64.7	0.00	128,725.51	35.2
3200.00 CLASSIFIED RETIREMENT	22,886.49	31,614.87	31,614.87	100.0	0.00	8,728.38-	.0
3300.00 OASDHI/FICA	13,990.13	17,366.58	17,366.58	100.0	0.00	3,376.45-	.0
3400.00 HEALTH AND WELFARE BENEFITS	54,854.78	23,353.95	23,353.95	42.5	0.00	31,500.83	57.4
3500.00 STATE UNEMPLOYMENT INSURANCE	91.44	117.43	117.43	100.0	0.00	25.99-	.0
3600.00 WORKERS COMPENSATION INSURANCE	3,375.00	2,513.75	2,513.75	74.4	0.00	861.25	25.5
3900.00 OTHER BENEFITS	915.78	112.25	112.25	12.2	0.00	803.53	87.7
TOTAL: 3000	96,113.62	75,078.83	75,078.83	78.1	0.00	21,034.79	21.8
4500.00 NONINSTRUCTIONAL SUPPLIES	21,000.00	4,246.31	4,246.31	20.2	3,627.60	13,126.09	62.5
4700.00 FOOD SUPPLIES	4,200.00	507.70	507.70	12.0	1,352.72	2,339.58	55.7
TOTAL: 4000	25,200.00	4,754.01	4,754.01	18.8	4,980.32	15,465.67	61.3
5100.00 PERSON&CONSULTANT SVC-DIST USE	279,423.00	86,151.76	86,151.76	30.8	64,115.32	129,155.92	46.2
5200.00 TRAVEL & CONFERENCE EXPENSES	6,850.00	420.10	420.10	6.1	491.10	5,938.80	86.6
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	53,500.00	29,756.68	29,756.68	55.6	0.00	23,743.32	44.3
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	0.00	160.00-	160.00-	.0	0.00	160.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	25,500.00	17,688.12	17,688.12	69.3	436.65	7,375.23	28.9
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	16,883.00	5,828.00	5,828.00	34.5	0.00	11,055.00	65.4
5800.00 OTHER OPERATING EXP-DIST. USE	349,429.30	190,553.77	190,553.77	54.5	90,338.61	68,536.92	19.6
TOTAL: 5000	731,585.30	330,238.43	330,238.43	45.1	155,381.68	245,965.19	33.6
TOTAL: 1000-5999	1,217,792.63	646,239.47	646,239.47	53.0	160,362.00	411,191.16	33.7
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	15,335.00	7,478.21	7,478.21	48.7	0.00	7,856.79	51.2
TOTAL: 6000	15,335.00	7,478.21	7,478.21	48.7	0.00	7,856.79	51.2
TOTAL: 1000-6999	1,233,127.63	653,717.68	653,717.68	53.0	160,362.00	419,047.95	33.9
7300.00 INTERFUND TRANSFERS	881,770.01	881,770.01	881,770.01	100.0	0.00	0.00	.0
TOTAL: 7000	881,770.01	881,770.01	881,770.01	100.0	0.00	0.00	.0
TOTAL: 1000-7999	2,114,897.64	1,535,487.69	1,535,487.69	72.6	160,362.00	419,047.95	19.8

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Fund: 76 KVCRC EDUCATIONAL FOUNDATION SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDING/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,076,553.44	1,207,999.96	1,207,999.96	58.1	0.00	868,553.48	41.8
TOTAL:	1000-5999	1,217,792.63	646,239.47	646,239.47	53.0	160,362.00	411,191.16	33.7
TOTAL:	1000-6999	1,233,127.63	653,717.68	653,717.68	53.0	160,362.00	419,047.95	33.9
TOTAL:	1000-7999	2,114,897.64	1,535,487.69	1,535,487.69	72.6	160,362.00	419,047.95	19.8
TOTAL EXPENSES	(1000 - 7999)	2,114,897.64	1,535,487.69	1,535,487.69	72.6	160,362.00	419,047.95	19.8

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Fund: 78 SELF INSURANCE-LI ABIL I TY&PRO

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	3,000.00	3,198.76	3,198.76	100.0	0.00	198.76-	.0
8900.00 OTHER FINANCING SOURCES	550,000.00	550,000.00	550,000.00	100.0	0.00	0.00	.0
TOTAL: 8000	553,000.00	553,198.76	553,198.76	100.0	0.00	198.76-	.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	15,000.00	4,359.91	4,359.91	29.0	6,040.11	4,599.98	30.6
5400.00 INSURANCES - DISTRICT USE	410,000.00	451,641.00	451,641.00	100.0	0.00	41,641.00-	.0
5800.00 OTHER OPERATING EXP-DIST. USE	250,000.00	33,438.33	33,438.33	13.3	51,581.67	164,980.00	65.9
TOTAL: 5000	675,000.00	489,439.24	489,439.24	72.5	57,621.78	127,938.98	18.9
TOTAL: 1000-5999	675,000.00	489,439.24	489,439.24	72.5	57,621.78	127,938.98	18.9

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Fund: 78 SELF INSURANCE-LI ABILITY&PRO SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	553,000.00	553,198.76	553,198.76	100.0	0.00	198.76-	.0
TOTAL:	1000-5999	675,000.00	489,439.24	489,439.24	72.5	57,621.78	127,938.98	18.9
TOTAL:	1000-6999	675,000.00	489,439.24	489,439.24	72.5	57,621.78	127,938.98	18.9
TOTAL:	1000-7999	675,000.00	489,439.24	489,439.24	72.5	57,621.78	127,938.98	18.9
TOTAL EXPENSES	(1000 - 7999)	675,000.00	489,439.24	489,439.24	72.5	57,621.78	127,938.98	18.9

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Fund: 79 EDCT FOUNDATION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	28,996.00	50,834.46	50,834.46	100.0	0.00	21,838.46-	.0
8900.00 OTHER FINANCING SOURCES	200,000.00	180,000.00	180,000.00	90.0	0.00	20,000.00	10.0
TOTAL: 8000	228,996.00	230,834.46	230,834.46	100.0	0.00	1,838.46-	.0
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	127,423.71	76,857.24	76,857.24	60.3	0.00	50,566.47	39.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	8,996.00	0.00	0.00	.0	0.00	8,996.00	100.0
TOTAL: 2000	136,419.71	76,857.24	76,857.24	56.3	0.00	59,562.47	43.6
3200.00 CLASSIFIED RETIREMENT	12,570.40	10,673.97	10,673.97	84.9	0.00	1,896.43	15.0
3300.00 OASDHI/FICA	7,644.16	5,761.04	5,761.04	75.3	0.00	1,883.12	24.6
3400.00 HEALTH AND WELFARE BENEFITS	21,144.93	11,887.11	11,887.11	56.2	0.00	9,257.82	43.7
3500.00 STATE UNEMPLOYMENT INSURANCE	49.96	37.65	37.65	75.3	0.00	12.31	24.6
3600.00 WORKERS COMPENSATION INSURANCE	1,500.00	1,125.00	1,125.00	75.0	0.00	375.00	25.0
3900.00 OTHER BENEFITS	73.68	36.36	36.36	49.3	0.00	37.32	50.6
TOTAL: 3000	42,983.13	29,521.13	29,521.13	68.6	0.00	13,462.00	31.3
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	500.00	0.00	0.00	.0	0.00	500.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	8,000.00	2,111.13	2,111.13	26.3	1,376.56	4,512.31	56.4
4700.00 FOOD SUPPLIES	6,000.00	1,368.91	1,368.91	22.8	3,388.00	1,243.09	20.7
TOTAL: 4000	14,500.00	3,480.04	3,480.04	24.0	4,764.56	6,255.40	43.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	7,000.00	0.00	0.00	.0	0.00	7,000.00	100.0
5200.00 TRAVEL & CONFERENCE EXPENSES	14,750.00	5,188.53	5,188.53	35.1	7,458.18	2,103.29	14.2
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	4,000.00	50.00	50.00	1.2	0.00	3,950.00	98.7
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	3,600.00	342.09	342.09	9.5	3,257.91	0.00	.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	18,360.00	500.00	500.00	2.7	30,424.50	12,564.50-	.0
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	10,000.00	5,425.00	5,425.00	54.2	575.00	4,000.00	40.0
5800.00 OTHER OPERATING EXP-DIST. USE	9,469.00	1,674.94	1,674.94	17.6	0.00	7,794.06	82.3
TOTAL: 5000	67,179.00	13,180.56	13,180.56	19.6	41,715.59	12,282.85	18.2
TOTAL: 1000-5999	261,081.84	123,038.97	123,038.97	47.1	46,480.15	91,562.72	35.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	26,600.00	16,638.37	16,638.37	62.5	2,624.52	7,337.11	27.5
TOTAL: 6000	26,600.00	16,638.37	16,638.37	62.5	2,624.52	7,337.11	27.5
TOTAL: 1000-6999	287,681.84	139,677.34	139,677.34	48.5	49,104.67	98,899.83	34.3

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Fund: 79 EDCT FOUNDATION

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	228,996.00	230,834.46	230,834.46	100.0	0.00	1,838.46-	.0
TOTAL:	1000-5999	261,081.84	123,038.97	123,038.97	47.1	46,480.15	91,562.72	35.0
TOTAL:	1000-6999	287,681.84	139,677.34	139,677.34	48.5	49,104.67	98,899.83	34.3
TOTAL:	1000-7999	287,681.84	139,677.34	139,677.34	48.5	49,104.67	98,899.83	34.3
TOTAL EXPENSES	(1000 - 7999)	287,681.84	139,677.34	139,677.34	48.5	49,104.67	98,899.83	34.3

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Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,170,000.00	824,257.62	824,257.62	70.4	0.00	345,742.38	29.5
TOTAL: 8000	1,170,000.00	824,257.62	824,257.62	70.4	0.00	345,742.38	29.5
5100.00 PERSON&CONSULTANT SVC-DIST USE	300,000.00	194,576.88	194,576.88	64.8	49,683.12	55,740.00	18.5
5400.00 INSURANCES - DISTRICT USE	190,000.00	164,022.00	164,022.00	86.3	29,251.00	3,273.00-	.0
5800.00 OTHER OPERATING EXP-DIST. USE	680,000.00	458,631.74	458,631.74	67.4	16,359.91	205,008.35	30.1
TOTAL: 5000	1,170,000.00	817,230.62	817,230.62	69.8	95,294.03	257,475.35	22.0
TOTAL: 1000-5999	1,170,000.00	817,230.62	817,230.62	69.8	95,294.03	257,475.35	22.0

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Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,170,000.00	824,257.62	824,257.62	70.4	0.00	345,742.38	29.5
TOTAL:	1000-5999	1,170,000.00	817,230.62	817,230.62	69.8	95,294.03	257,475.35	22.0
TOTAL:	1000-6999	1,170,000.00	817,230.62	817,230.62	69.8	95,294.03	257,475.35	22.0
TOTAL:	1000-7999	1,170,000.00	817,230.62	817,230.62	69.8	95,294.03	257,475.35	22.0
TOTAL EXPENSES	(1000 - 7999)	1,170,000.00	817,230.62	817,230.62	69.8	95,294.03	257,475.35	22.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	30,000.00	25,367.55	25,367.55	84.5	0.00	4,632.45	15.4
8600.00 STATE REVENUES	34,719,158.00	27,625,008.75	27,625,008.75	79.5	0.00	7,094,149.25	20.4
8800.00 LOCAL REVENUES	16,487,965.16	9,103,710.81	9,103,710.81	55.2	0.00	7,384,254.35	44.7
TOTAL: 8000	51,237,123.16	36,754,087.11	36,754,087.11	71.7	0.00	14,483,036.05	28.2
1100.00 CONTRACT CLASSROOM INST.	11,849,820.63	9,296,023.58	9,296,023.58	78.4	0.00	2,553,797.05	21.5
1200.00 CONTRACT CERT. ADMINISTRATORS	3,905,338.17	2,648,205.08	2,648,205.08	67.8	0.00	1,257,133.09	32.1
1300.00 INSTRUCTORS DAY/HOURLY	8,663,216.00	6,521,106.67	6,521,106.67	75.2	0.00	2,142,109.33	24.7
1400.00 NON-INSTRUCTION HOURLY CERT.	315,634.00	216,128.00	216,128.00	68.4	0.00	99,506.00	31.5
TOTAL: 1000	24,734,008.80	18,681,463.33	18,681,463.33	75.5	0.00	6,052,545.47	24.4
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	6,737,414.58	4,994,211.86	4,994,211.86	74.1	0.00	1,743,202.72	25.8
2200.00 INSTRUCTIONAL AIDS	843,061.44	651,380.03	651,380.03	77.2	0.00	191,681.41	22.7
2300.00 NON-INSTRUCTION HOURLY CLASS.	739,640.34	463,687.55	463,687.55	62.6	0.00	275,952.79	37.3
2400.00 INST AIDES-HOURLY- DIR. INSTRU	367,692.00	169,136.93	169,136.93	45.9	0.00	198,555.07	54.0
TOTAL: 2000	8,687,808.36	6,278,416.37	6,278,416.37	72.2	0.00	2,409,391.99	27.7
3100.00 CERTIFICATED RETIREMENT	2,999,414.93	2,018,092.13	2,018,092.13	67.2	0.00	981,322.80	32.7
3200.00 CLASSIFIED RETIREMENT	966,107.92	915,672.96	915,672.96	94.7	0.00	50,434.96	5.2
3300.00 OASDHI/FICA	1,014,890.64	793,583.52	793,583.52	78.1	0.00	221,307.12	21.8
3400.00 HEALTH AND WELFARE BENEFITS	4,805,128.37	3,308,028.68	3,308,028.68	68.8	0.00	1,497,099.69	31.1
3500.00 STATE UNEMPLOYMENT INSURANCE	15,555.43	12,498.18	12,498.18	80.3	0.00	3,057.25	19.6
3600.00 WORKERS COMPENSATION INSURANCE	475,615.50	356,510.05	356,510.05	74.9	0.00	119,105.45	25.0
3900.00 OTHER BENEFITS	109,462.22	92,893.28	92,893.28	84.8	0.00	16,568.94	15.1
TOTAL: 3000	10,386,175.01	7,497,278.80	7,497,278.80	72.1	0.00	2,888,896.21	27.8
4100.00 TEXTBOOKS	6,459.00	133.96	133.96	2.0	366.04	5,959.00	92.2
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	3,952.83	672.05	672.05	17.0	1,160.00	2,120.78	53.6
4300.00 INSTRUCTIONAL SUPPLIES	44,885.52	6,997.58	6,997.58	15.5	13,344.25	24,543.69	54.6
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	6,446.00	285.35	285.35	4.4	634.88	5,525.77	85.7
4500.00 NONINSTRUCTIONAL SUPPLIES	544,227.02	299,795.95	299,795.95	55.0	136,126.10	108,304.97	19.9
4700.00 FOOD SUPPLIES	43,864.82	17,264.53	17,264.53	39.3	12,231.43	14,368.86	32.7
TOTAL: 4000	649,835.19	325,149.42	325,149.42	50.0	163,862.70	160,823.07	24.7
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,353,167.00	733,515.25	733,515.25	54.2	571,329.11	48,322.64	3.5
5200.00 TRAVEL & CONFERENCE EXPENSES	182,550.17	78,587.37	78,587.37	43.0	45,424.23	58,538.57	32.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	97,934.53	65,117.97	65,117.97	66.4	5,656.94	27,159.62	27.7
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	1,909,508.00	1,347,643.56	1,347,643.56	70.5	671,264.72	109,400.28	.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	1,021,630.90	543,293.43	543,293.43	53.1	324,808.21	153,529.26	15.0
5800.00 OTHER OPERATING EXP-DIST. USE	827,549.25	395,738.28	395,738.28	47.8	105,931.41	325,879.56	39.3
TOTAL: 5000	5,392,339.85	3,163,895.86	3,163,895.86	58.6	1,724,414.62	504,029.37	9.3
TOTAL: 1000-5999	49,850,167.21	35,946,203.78	35,946,203.78	72.1	1,888,277.32	12,015,686.11	24.1
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	123,448.00	51,951.92	51,951.92	42.0	63,644.80	7,851.28	6.3

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Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDING/ ENCUMBERED	UNENCUMBERED BALANCE	%
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	534,866.71	275,920.04	275,920.04	51.5	184,417.37	74,529.30	13.9
TOTAL: 6000	658,314.71	327,871.96	327,871.96	49.8	248,062.17	82,380.58	12.5
TOTAL: 1000-6999	50,508,481.92	36,274,075.74	36,274,075.74	71.8	2,136,339.49	12,098,066.69	23.9
7600.00 OTHER STUDENT AID	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
TOTAL: 7000	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
TOTAL: 1000-7999	50,509,481.92	36,274,075.74	36,274,075.74	71.8	2,136,339.49	12,099,066.69	23.9

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Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME (8000 - 8999)		51,237,123.16	36,754,087.11	36,754,087.11	71.7	0.00	14,483,036.05	28.2
TOTAL: 1000-5999		49,850,167.21	35,946,203.78	35,946,203.78	72.1	1,888,277.32	12,015,686.11	24.1
TOTAL: 1000-6999		50,508,481.92	36,274,075.74	36,274,075.74	71.8	2,136,339.49	12,098,066.69	23.9
TOTAL: 1000-7999		50,509,481.92	36,274,075.74	36,274,075.74	71.8	2,136,339.49	12,099,066.69	23.9
TOTAL EXPENSES (1000 - 7999)		50,509,481.92	36,274,075.74	36,274,075.74	71.8	2,136,339.49	12,099,066.69	23.9

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2016 TO 06/30/2017

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Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
6100.00 SITES & IMPROVEMENTS-DIST. USE	355,850.00	750.00	750.00	.2	95,983.25	259,116.75	72.8
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	490,899.00	283,047.14	283,047.14	57.6	62,444.14	145,407.72	29.6
TOTAL: 6000	846,749.00	283,797.14	283,797.14	33.5	158,427.39	404,524.47	47.7
TOTAL: 1000-6999	846,749.00	283,797.14	283,797.14	33.5	158,427.39	404,524.47	47.7

BDX110
 SBVC UNRESTRICTED
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BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2016 TO 06/30/2017

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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		846,749.00	283,797.14	283,797.14	33.5	158,427.39	404,524.47	47.7
TOTAL: 1000-7999		846,749.00	283,797.14	283,797.14	33.5	158,427.39	404,524.47	47.7
TOTAL EXPENSES (1000 - 7999)		846,749.00	283,797.14	283,797.14	33.5	158,427.39	404,524.47	47.7

BDX110
 SBVC UNRESTRICTED
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BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2016 TO 06/30/2017

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Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDING/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	1,157.93	1,157.93	100.0	0.00	1,157.93-	.0
TOTAL: 8000	0.00	1,157.93	1,157.93	100.0	0.00	1,157.93-	.0

BDX110
 SBVC UNRESTRICTED
 72 San Bernardino Community Col

BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2016 TO 06/30/2017

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Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	1,157.93	1,157.93	100.0	0.00	1,157.93-	.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: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	1,500.00	6,158.75	6,158.75	100.0	0.00	4,658.75-	.0
8600.00 STATE REVENUES	17,834,196.00	14,106,709.91	14,106,709.91	79.0	0.00	3,727,486.09	20.9
8800.00 LOCAL REVENUES	8,198,795.00	4,306,899.76	4,306,899.76	52.5	0.00	3,891,895.24	47.4
TOTAL: 8000	26,034,491.00	18,419,768.42	18,419,768.42	70.7	0.00	7,614,722.58	29.2
1100.00 CONTRACT CLASSROOM INST.	5,048,612.41	4,026,600.16	4,026,600.16	79.7	0.00	1,022,012.25	20.2
1200.00 CONTRACT CERT. ADMINISTRATORS	2,623,390.57	1,897,293.95	1,897,293.95	72.3	0.00	726,096.62	27.6
1300.00 INSTRUCTORS DAY/HOURLY	4,258,744.50	2,995,198.15	2,995,198.15	70.3	0.00	1,263,546.35	29.6
1400.00 NON-INSTRUCTION HOURLY CERT.	326,033.00	269,036.25	269,036.25	82.5	0.00	56,996.75	17.4
TOTAL: 1000	12,256,780.48	9,188,128.51	9,188,128.51	74.9	0.00	3,068,651.97	25.0
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	3,722,461.94	3,048,379.30	3,048,379.30	81.8	0.00	674,082.64	18.1
2200.00 INSTRUCTIONAL AIDS	586,135.55	468,649.43	468,649.43	79.9	0.00	117,486.12	20.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	303,734.60	211,535.69	211,535.69	69.6	0.00	92,198.91	30.3
2400.00 INST AIDES-HOURLY- DIR. INSTRU	401,373.00	240,303.15	240,303.15	59.8	0.00	161,069.85	40.1
TOTAL: 2000	5,013,705.09	3,968,867.57	3,968,867.57	79.1	0.00	1,044,837.52	20.8
3100.00 CERTIFICATED RETIREMENT	1,407,819.87	1,004,563.21	1,004,563.21	71.3	0.00	403,256.66	28.6
3200.00 CLASSIFIED RETIREMENT	584,947.70	539,189.30	539,189.30	92.1	0.00	45,758.40	7.8
3300.00 OASDHI/FICA	590,362.26	437,797.39	437,797.39	74.1	0.00	152,564.87	25.8
3400.00 HEALTH AND WELFARE BENEFITS	2,556,071.51	1,641,344.46	1,641,344.46	64.2	0.00	914,727.05	35.7
3500.00 STATE UNEMPLOYMENT INSURANCE	7,873.70	6,524.90	6,524.90	82.8	0.00	1,348.80	17.1
3600.00 WORKERS COMPENSATION INSURANCE	237,038.75	184,821.91	184,821.91	77.9	0.00	52,216.84	22.0
3900.00 OTHER BENEFITS	45,413.33	52,923.92	52,923.92	100.0	0.00	7,510.59-	.0
TOTAL: 3000	5,429,527.12	3,867,165.09	3,867,165.09	71.2	0.00	1,562,362.03	28.7
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	4,277.79	3,001.32	3,001.32	70.1	728.62	547.85	12.8
4300.00 INSTRUCTIONAL SUPPLIES	52,874.48	31,476.70	31,476.70	59.5	11,554.34	9,843.44	18.6
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	2,125.00	930.96	930.96	43.8	16.11	1,177.93	55.4
4500.00 NONINSTRUCTIONAL SUPPLIES	168,600.00	93,337.07	93,337.07	55.3	49,115.04	26,147.89	15.5
4700.00 FOOD SUPPLIES	8,100.00	1,356.59	1,356.59	16.7	3,788.24	2,955.17	36.4
TOTAL: 4000	235,977.27	130,102.64	130,102.64	55.1	65,202.35	40,672.28	17.2
5100.00 PERSON&CONSULTANT SVC-DIST USE	95,559.00	34,803.48	34,803.48	36.4	33,713.52	27,042.00	28.2
5200.00 TRAVEL & CONFERENCE EXPENSES	115,931.87	46,598.93	46,598.93	40.1	22,845.81	46,487.13	40.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	65,515.00	49,897.76	49,897.76	76.1	1,079.88	14,537.36	22.1
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	784,470.00	524,379.06	524,379.06	66.8	266,192.26	6,101.32-	.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	461,700.32	290,335.69	290,335.69	62.8	112,128.00	59,236.63	12.8
5800.00 OTHER OPERATING EXP-DIST. USE	139,021.25	48,583.34	48,583.34	34.9	33,110.07	57,327.84	41.2
TOTAL: 5000	1,662,197.44	994,598.26	994,598.26	59.8	469,069.54	198,529.64	11.9
TOTAL: 1000-5999	24,598,187.40	18,148,862.07	18,148,862.07	73.7	534,271.89	5,915,053.44	24.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	11,939.00	0.00	0.00	.0	11,938.75	0.25	.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	77,364.64	45,986.42	45,986.42	59.4	7,707.68	23,670.54	30.5

BDX110
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BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2016 TO 06/30/2017

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Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 6000	89,303.64	45,986.42	45,986.42	51.4	19,646.43	23,670.79	26.5
TOTAL: 1000-6999	24,687,491.04	18,194,848.49	18,194,848.49	73.7	553,918.32	5,938,724.23	24.0
7600.00 OTHER STUDENT AID	129,544.00	0.00	0.00	.0	0.00	129,544.00	100.0
TOTAL: 7000	129,544.00	0.00	0.00	.0	0.00	129,544.00	100.0
TOTAL: 1000-7999	24,817,035.04	18,194,848.49	18,194,848.49	73.3	553,918.32	6,068,268.23	24.4

BDX110
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BEST NET CONSORTIUM
BUDGET SUMMARY REPORT
07/01/2016 TO 06/30/2017

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Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	26,034,491.00	18,419,768.42	18,419,768.42	70.7	0.00	7,614,722.58	29.2
TOTAL:	1000-5999	24,598,187.40	18,148,862.07	18,148,862.07	73.7	534,271.89	5,915,053.44	24.0
TOTAL:	1000-6999	24,687,491.04	18,194,848.49	18,194,848.49	73.7	553,918.32	5,938,724.23	24.0
TOTAL:	1000-7999	24,817,035.04	18,194,848.49	18,194,848.49	73.3	553,918.32	6,068,268.23	24.4
TOTAL EXPENSES	(1000 - 7999)	24,817,035.04	18,194,848.49	18,194,848.49	73.3	553,918.32	6,068,268.23	24.4

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDING/ ENCUMBERED	UNENCUMBERED BALANCE	%
5100.00 PERSON&CONSULTANT SVC-DIST USE	50,000.00	0.00	0.00	.0	25,000.00	25,000.00	50.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	0.00	2,012.76-	2,012.76-	.0	0.00	2,012.76	100.0
TOTAL: 5000	50,000.00	2,012.76-	2,012.76-	.0	25,000.00	27,012.76	100.0
TOTAL: 1000-5999	50,000.00	2,012.76-	2,012.76-	.0	25,000.00	27,012.76	100.0
6100.00 SITES & IMPROVEMENTS-DIST. USE	562,599.92	209,197.50	209,197.50	37.1	329,130.15	24,272.27	4.3
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	259,276.00	15,276.77	15,276.77	5.8	172,710.88	71,288.35	27.4
TOTAL: 6000	821,875.92	224,474.27	224,474.27	27.3	501,841.03	95,560.62	11.6
TOTAL: 1000-6999	871,875.92	222,461.51	222,461.51	25.5	526,841.03	122,573.38	14.0

BDX110
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BEST NET CONSORTIUM
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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		50,000.00	2,012.76-	2,012.76-	.0	25,000.00	27,012.76	100.0
TOTAL: 1000-6999		871,875.92	222,461.51	222,461.51	25.5	526,841.03	122,573.38	14.0
TOTAL: 1000-7999		871,875.92	222,461.51	222,461.51	25.5	526,841.03	122,573.38	14.0
TOTAL EXPENSES (1000 - 7999)		871,875.92	222,461.51	222,461.51	25.5	526,841.03	122,573.38	14.0

BDX110
 CHC UNRESTRICTED
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BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
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Fund: 51 BOOKSTORE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	349.34	349.34	100.0	0.00	349.34-	.0
TOTAL: 8000	0.00	349.34	349.34	100.0	0.00	349.34-	.0

BDX110
 CHC UNRESTRICTED
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 BUDGET SUMMARY REPORT
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Fund: 51 BOOKSTORE FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	349.34	349.34	100.0	0.00	349.34-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

BDX110
 CHC UNRESTRICTED
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BEST NET CONSORTIUM
 BUDGET SUMMARY REPORT
 07/01/2016 TO 06/30/2017

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Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	723.71	723.71	100.0	0.00	723.71-	.0
TOTAL: 8000	0.00	723.71	723.71	100.0	0.00	723.71-	.0

BDX110
 CHC UNRESTRICTED
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 BUDGET SUMMARY REPORT
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Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/ CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	723.71	723.71	100.0	0.00	723.71-	.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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Steven Sutorus, Business Manager

DATE: May 11, 2017

SUBJECT: CCFS-320 Apportionment Attendance Report for FY 2017 Period 2

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The CCFS-320 Apportionment Attendance Report for FY 2017 Period 2 has been submitted to the State Chancellor's Office.

ANALYSIS

The Period 2 report includes preliminary figures for the period July 1, 2016 – April 15, 2017 and uses annualizers to forecast fiscal year end data. The chart below summarizes the District's status as of P2 and provides comparison data.

Comparison – FY16 Annual vs FY17 P2					
FY16 at Year End			FY17 at P2		
				# Change	% Change
CHC	4,843		CHC	4,854	11
SBVC	10,500		SBVC	10,914	414
Total	15,343		Total	15,768	425

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications.

2016-2017 APPORTIONMENT ATTENDANCE REPORT

Period: P2

District: San Bernardino

CERTIFICATION

I, the District Chief Executive Officer, hereby certify that, to the best of my knowledge and belief (1) this report is true and correct, and (2) all data have been reported and compiled in accordance with provisions of the Education Code and Title 5 regulations adopted by the Board of Governors and instructions on this form.

I further certify that I have determined through consultation with staff directly responsible that (1) FTES reported on this form for State apportionments includes only courses which had received individual prior approval or were part of programs with prior approval by the governing board of the district and the Chancellor's Office; (2) no attendance has been reported for: (a) courses which do not fully comply with Title 5 Section 58051.5 relative to open enrollment and participation by any person who is otherwise qualified and eligible for admission to the college, except for inmate education courses maintained pursuant to Title 5 Section 58051.6, or (b) courses excluded from State apportionments by Education Code Section 8538 or, (c) indentured apprentices in courses of related and supplemental instruction maintained pursuant to Section 3074 of the Labor Code; and (3) all FTES eligible for State support have been reported whether or not funding is available.

The original signature of the district Chief Executive Officer is required.

Chief Executive Officer: Bruce Baron

Signature: 

Signature Date: 4/20/17

Electronic Certification Date: Wednesday, April 19, 2017

District Contact Person: Steven Sutorus

Title: Business Manager

Phone: (909) 382-4031

EMail: ssutorus@sbccd.edu

Please return completed form to:

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE
FISCAL SERVICES UNIT
1102 Q STREET, 4th Floor
SACRAMENTO, CA 95811-6511

2016-2017 APPORTIONMENT ATTENDANCE REPORT

Period: P2

District: San Bernardino

PART I. FULL-TIME EQUIVALENT STUDENTS

State Residents (and Nonresidents Attending Noncredit Courses)	
Attendance FTES	Factored FTES

Summer Intersession (Summer 2016 Only)

1. Noncredit (Parts IV.A.1 + VII.A.3)	0.00	0.00
2. Credit (Parts III.A.1 + VI.A.1)	685.36	685.36

Summer Intersession Courses (Summer 2017 Prior to July 1, 2017)

1. Noncredit (Parts IV.B.1 + VII.B.3)	0.00	0.00
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	0.00	0.00

Primary Terms (Exclusive of Summer Intersession)

1. Census Procedure Courses

(a) Weekly Census Contact Hours (Part II)	9,149.72	9,149.72
(b) Daily Census Contact Hours (Part III)	2,250.24	2,271.83

2. Actual Hours of Attendance Procedure Courses

(a) Noncredit (Part IV.C)	89.18	89.18
(b) Credit (Part IV.D)	1,220.86	1,226.64

3. Alternative Attendance Accounting Procedure Courses

(a) Weekly Census Procedure Courses (Part V)(Credit)	995.10	995.10
(b) Daily Census Procedure Courses (Part V)(Credit)	1,347.49	1,350.50
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00

Total FTES

Total Credit FTES	15,648.77	15,679.15
Total Noncredit FTES	89.18	89.18
Total FTES	15,737.95	15,768.33

Supplemental Information	FTES
Inservice Training Courses	0.00
Basic Skills Courses and Immigrant Education (Noncredit)	0.00
Basic Skills Courses and Immigrant Education (Credit)	1,090.56

2016-2017 APPORTIONMENT ATTENDANCE REPORT

Period: P2

District: San Bernardino

PART I. FULL-TIME EQUIVALENT STUDENTS

	Nonresidents	
	Attendance FTES	Factored FTES
Summer Intersession (Summer 2016 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3)	0.00	0.00
2. Credit (Parts III.A.1 + VI.A.1)	0.18	0.18
Summer Intersession Courses (Summer 2017 Prior to July 1, 2017)		
1. Noncredit (Parts IV.B.1 + VII.B.3)	0.00	0.00
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	0.00	0.00
Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II)	60.50	60.50
(b) Daily Census Contact Hours (Part III)	24.70	24.93
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C)	1.35	1.35
(b) Credit (Part IV.D)	2.59	2.60
3. Alternative Attendance Accounting Procedure Courses		
(a) Weekly Census Procedure Courses (Part V)(Credit)	5.20	5.20
(b) Daily Census Procedure Courses (Part V)(Credit)	12.52	12.55
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00
Total FTES		
Total Credit FTES	105.69	105.96
Total Noncredit FTES	1.35	1.35
Total FTES	107.04	107.31

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Hussain Agah, Director, Facilities Planning & Construction

DATE: May 11, 2017

SUBJECT: Cenergistic Cumulative Energy Report

RECOMMENDATION

This item is for information only and no action is required.

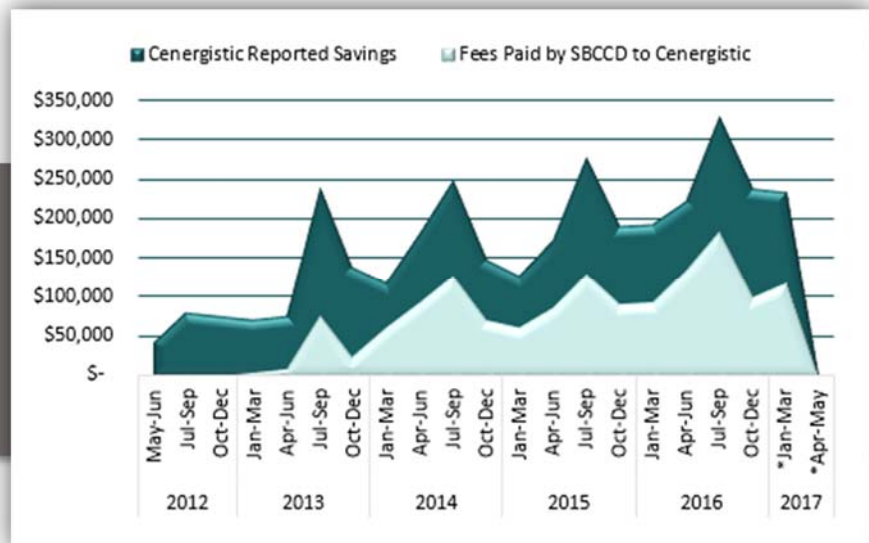
OVERVIEW

At its May 17, 2012 meeting, SBCCD approved a contract to implement a comprehensive energy savings program. For the first year of the contract, SBCCD agreed to pay 45% of program savings and act as employer for the program energy specialist. The contract was amended in January 2014 to stipulate that the energy specialist would be employed by Cenergistic rather than SBCCD, and the percentage cost of savings was raised to its current value of 50%.

ANALYSIS

The attached report illustrates cumulative energy savings identified by Cenergistic. To date, SBCCD has incurred \$1,464,566* in fees, which is about 42.7% of the total reported savings of \$3,433,903.

*Payment amounts for Jan-May 2017 are estimated at 50% of the reported savings to date.



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
Cumulative Cost Savings
May 2017

Expected Energy Cost	\$15,047,881
Actual Energy Cost	\$11,497,825
Program Savings	\$3,550,056
Percent Savings	23.6%
Other Savings	-\$116,153
Total Savings	\$3,433,903


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

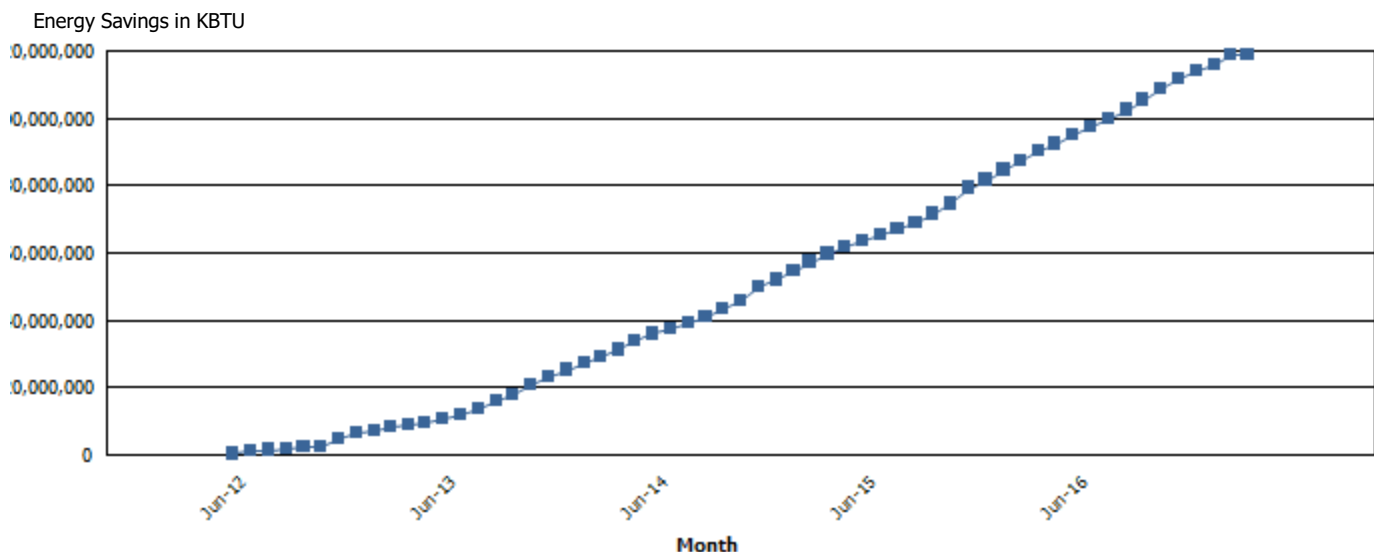
Actual utility costs for electricity, gas, water, sewer, etc. obtained directly from bills.

Other Savings

Additional documented savings attributable to Program activities but not the direct result of usage reductions, such as rebates, refunds, tariff changes, etc.

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%.

Cumulative Energy Savings

Cumulative Greenhouse Gas Reduction

Energy Reduction Impact: 118,651,349 KBTU 7,468 equiv. metric tons of CO₂

This is equivalent to the following:

Passenger cars not driven for one year:	1,556
Tree seedlings grown for 10 years:	191,474

Requested by: Mendter

Version:

Report Version: 16

Filters: Billing Period Between 201206\201704;One Page per Building (Y/N) Equals 0;Topmost Place Name Equals San Bernardino CC - CA

04/18/2017 12:57:16AM

Page 1 of 1

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Wei Zhou, President, CHC
PREPARED BY: Mike Strong, Vice President, Administrative Services, CHC
DATE: May 11, 2017
SUBJECT: CHC Integrated Pest Control Program

RECOMMENDATION

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

OVERVIEW

Crafton Hills College's new buildings have received Silver, Gold and Platinum LEED ratings. The CHC Integrated Pest Control Program defines an effective and environmentally sensitive approach to pest management. This plan will help support the many species that live on or around the CHC campus. They are considered as a vital part of our campus environment and help us naturally reduce pests. This approach also reduces the use of chemical pesticides to eliminate infestation. Pesticides will only be used as an alternative when nonchemical strategies have failed. Crafton Council has approved this plan.

ANALYSIS

LEED, or Leadership in Energy and Environmental Design, is changing the way we think about how buildings and communities are planned, constructed, maintained and operated,. Projects pursuing LEED certification earn points across several areas that address sustainability issues. Based on the number of points achieved, a project then receives one of four LEED rating levels: Certified, Silver, Gold or Platinum. Adopting this Integrated Pest Control Program adds points to obtaining LEED certificates.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.



San Bernardino Community College District

CRAFTON HILLS COLLEGE – SUSTAINABILITY INITIATIVE

Integrated Pest Control Program

February 2017

In accordance with the sustainability goals outlined by the San Bernardino Community College District Sustainability Plan, a defined integrated pest management (IPM) program has been implemented at the Crafton Hills College campus. This program is in alignment with the overall intent to manage the Facility operations with sustainability as a major focus. This Integrated Pest Management program is intended to enhance the long term economic viability, the social environment experienced of the occupants, and the natural environment of the Crafton Hills College (CHC) campus and the surrounding areas.

Integrated Pest Management is an effective and environmentally sensitive approach to pest management that relies on a combination of common sense practices. IPM uses current, comprehensive information on the life cycles of pests and their interaction with the environment. This information, in combination available pest control methods, is used to manage all pests whether it being insect, fungal, herbaceous, or animal, by the most economic means, and with the least hazard to people, property, and the natural environment.

The campus at CHC and its grounds are a vital element of the CHC experience. The natural environment blends well into the campus interior and enhances the experience of occupants and visitors to the area around the entire campus. Many species make the CHC campus home and they are considered as a campus asset. Protection and maintenance of the varied natural inhabitants is a significant consideration by the CHC facility operators. IPM helps protect these valuable species and reduces the risk to the natural inhabitants. Strategies include reducing lethal methods of pest control and reducing the introduction of chemical pesticides into the environment. IPM also includes some responsibility by the campus occupants. Occupant behavior can highly influence the risks of an infestation. If the occupant gives some consideration as to how their behaviors can influence the attraction of pests into their environment, it is very likely that the risk of an infestation will be greatly reduced. This reduced attraction also reduces the potential for a chemical pesticide to be required to eliminate an infestation in their own interior environment.

IPM is not a single pest control method but, rather a series of pest management evaluations, decisions, and controls. In practicing IPM the CHC facility operators are aware of the potentials for a pest infestation and follow a four tiered approach. The four steps include:

Campus staff are responsible for maintaining grounds for weed and rodent control. Dewey Pest Control is responsible for pest control in the interior of buildings.

Set Action Thresholds

Before taking any pest control action, establish a point at which pest populations or environmental conditions indicate that pest control actions must be taken. Sighting of a single pest does not indicate that action must be taken.

Monitor and Identify Pests

Constant monitoring and accurate identification of pests reduces the potential for pesticides to be used for control. This also ensures that the pesticide selected will be effective and limited.

Prevention

As the first line of pest control, prevention is the first step to effectively and efficiently manage the green space, lawn or indoor space to prevent pests from becoming a threat. Control methods of selecting pest resistant varieties, planting pest free rootstock, precise application timing, occupant behavior modification, and proper irrigation management are very effective and cost efficient while presenting little or no risk to people or the environment.

Control

Once monitoring, identification and action thresholds indicate that pest control is required, and prevention methods are no longer effective or available the IPM program shall evaluate the proper control method for both effectiveness and risk. Effective, less risky pest controls are chosen first, such as pheromones to disrupt mating or mechanical control such as trapping or weeding. If these methods indicate that less risky controls are not effective then additional pest control methods will be employed. These include targeted spraying of pest specific pesticides. Broadcast spraying of non-specific pesticides is a last resort.

CHC IPM Facility Pest Control Strategies

Use pesticides only as an alternative when nonchemical strategies (closing access to food sources, improving sanitation) have failed.

Rely on baits more extensively than spraying or aerosols.

Use sprays when necessary, primarily on crevices or inaccessible areas rather than on surfaces.

Focus on exclusion and trapping “undesirable” intruders, such as rodents and birds rather than exterminating them.

Addressing leaks and wet spots. Some pests, such as termites, ants, cockroaches, molds, are attracted to or require moisture.

Eliminating food sources by cleaning up all food residues and sealing food storage containers.

Remove trash more frequently. Use the correct waste receptacles.

Sealing access to buildings, such as un-caulked cracks in walls or foundations (the most common access point for ants).

Create barriers. Install grates or screens to prevent access to building attics or exterior elements.

Remove safe harbors. Routine removal of clutter or accumulated materials.

Non chemical responses, such as routine vacuuming to remove spider webs or disrupt habitats.

Prompt action. This reduces the probability of the infestation spreading. It may be appropriate to spray into cracks for pests while they are active or indoors.

Eliminate the use of all restricted pesticides on the CHC campus. The use of less persistent chemicals or a substitute shall be used whenever possible.

Campus Notifications

Where pesticide applications are unavoidable, the campus community will be notified no less than 72 hours before application using the campus wide e-mail notification system.

Notifications will state the location of the application and time / date, along with pesticide produce name, active ingredient, produce label and signal work such as “caution” or “danger”.

Director of Campus Facilities Larry Cook shall be listed as point of contact for any inquiries.

Where emergency conditions necessitate the application of pesticides prior to sending out advance notifications, a follow up notification will be distributed within 24 hours of the application using either the campus e-mail notification system or the campus Informacast system which utilizes phone texts to registered students or occupants.

Notifications will not be required where a “least-toxic” pesticide is used. A “least-toxic” pesticide product is one that meets the City of San Francisco’s Reduce Risk Pesticide List – complying with the Tier 3 Hazard Criteria.

Emergency conditions will be considered to exist for pesticide application when one or more of the following applies:

- The situation is urgent and non-routine*
- The situation is likely to negatively impact public health*
- Application is needed to control the introduction or spread of an invasive pest species not previously known to occur on the campus*
- Application is required to avoid a significant economic loss to the campus*

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: May 11, 2017
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 March (See attached)

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
CLERY ACT CRIMES
March 2017

<u>Case#</u>	<u>Reported</u>	<u>Reportable Clery Crimes</u>	<u>Location</u>	<u>Disposition</u>
<u>ON CAMPUS:</u>				
CRAFTON				
17-080	3/8/17	Grand Theft Auto	Lot I	Report Taken
DISTRICT				
NO INCIDENTS TO REPORT				
Valley				
17-100	3/25/17	Under the Influence	Aud	Subject Arrested
17-103	3/27/17	Domestic Violence	Lot 3	Subject Arrested
<u>PUBLIC PROPERTY:</u>				
CRAFTON				
NO INCIDENTS TO REPORT				
DISTRICT				
NO INCIDENTS TO REPORT				
VALLEY				
17-077	3/07/17	Poss. of Methamphetamines	Grant Ave	Report Taken

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Amalia Perez, Director, Human Resources

DATE: May 11, 2017

SUBJECT: Information Item: CSEA MOU

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 the attached MOUs.

ANALYSIS

The Memorandums of Understanding constitutes the full and complete Agreement. The MOUs pend CSEA ratification.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

MEMORANDUM OF UNDERSTANDING
By And Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its
SAN BERNARDINO CCD CHAPTER #291
March 31, 2017

Terms and Conditions: The San Bernardino Community College District, (hereinafter, "District") and the California School Employees Association and its San Bernardino CCD chapter 291(hereinafter, "Association.") agree as follows:


1. In accordance with Article 16: PERSONNEL, specifically article 16.3 REQUEST FOR RECLASSIFICATION, it has been determined the following bargaining unit members shall be reclassified.
2. Effective January 31, 2017, bargaining unit member Melissa Heredia, Secretary II, Range 33 & Step E/ 8 hour/ 261 day work year in the Mathematics, Business & Computer Technology Department at San Bernardino Valley College will be reclassified to the classification of Administrative Secretary, Range 37 & Step E/ 8 hour/ 261 day work year.
3. Further, the District and the Association agree to approve the Out-of-Class compensation for Melissa Heredia, Secretary II, for the performance of Out-of-Class duties which fall under the job description of Administrative Secretary, under the following stipulations:
 - a) The length of the compensation shall be for the duration of the Out-Of-Class duties preformed between January 1, 2014 to March 31, 2017.
 - b) The Employee will be compensated according to Article 7.9 at the rate of five percent (5%) salary increase.
4. Effective December 9, 2016, bargaining unit member Raina Okray, Clerical Assistant II, Range 25 & Step E/ 8 hour/ 261 day work year in the Counseling Department at San Bernardino Valley College will be reclassified to the classification of Secretary II, Range 33 & Step C / 8 hour/ 261 day work year.
5. Effective August 29, 2016, bargaining unit member Rebecca Pompa, Clerical Assistant II, 25 Range & Step E/ 8 hour/ 261 day work year in the Facilities Use/ Administrative Services Department at Crafton Hills College will be reclassified to the classification of Secretary II, Range 33 & Step C / 8 hour/ 261 day work year.
6. Further, the District and the Association agree to approve the Out-of-Class compensation for Rebecca Pompa, Clerical Assistant II, for the performance of Out-of-Class duties which fall under the job description of Secretary II, under the following stipulations:
 - a) The length of the compensation shall be for the duration of the Out-Of-Class duties preformed between September 1, 2015 to March 31, 2017.
 - b) The Employee will be compensated according to Article 7.9 at the rate of five percent (5%) salary increase.

MEMORANDUM OF UNDERSTANDING
By And Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its
SAN BERNARDINO CCD CHAPTER #291
March 31, 2017

36 This Agreement is subject to the procedures required by CSEA Policy 610.

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38 For the District

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41 Bruce Baron, Chancellor
42 Amalia Perez
43 HR Director

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For the Association



Grayling Eaton, Chief Negotiator



Kevin Palkki, CSEA Team Member



Stacy Garcia, CSEA Team Member



Ginger Sutphin, CSEA Team Member



Fermin Ramirez, CSEA Team Member



Natalie Dorado, Labor Relations Representative

MEMORANDUM OF UNDERSTANDING
By And Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its
SAN BERNARDINO CCD CHAPTER #291

April 17, 2017

Terms and Conditions: This Memorandum of Understanding (MOU) is entered into on this 17th day of April, 2017, by and between the San Bernardino Community College District (hereinafter, "District"), and the California School Employees Association (CSEA) and its Chapter 291 (hereinafter, "Association").

The District and Association agree to modify the work schedule for unit member Gloria Kracher, per Article 6.2 – Workweek / Workday. This MOU will constitute the 21 day notice as specified in the agreement. The temporary work schedule beginning on June 5th through July 28th, 2017, will be as follows:

Tuesday-Thursday

Shift Start Time: 7:00 a.m.

Shift Ending Time: 5:30p.m.

Friday

Shift Start Time: 10:00 a.m.

Shift Ending Time: 8:30 p.m.

July 4, 2017: Paid Holiday

Ms. Kracher will receive ten (10) hour so if holiday pay for Tuesday, July 4, 2017 and will work three (3) ten (10) hour days during that workweek.

Effective July 31, 2017, Ms. Kracher will return to her regular work schedule of Monday through Friday, 8:00 a.m. to 4:30 p.m.

This Agreement is subject to the procedures required by CSEA Policy 610 and the District.

For the District:



Amalia Perez
SBCCD

For CSEA Chapter 291:

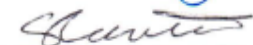


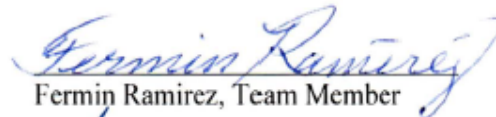
Grayling Eaton, Chapter President
Chief Negotiator

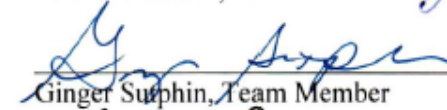
MEMORANDUM OF UNDERSTANDING
By And Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its
SAN BERNARDINO CCD CHAPTER #291

April 17, 2017


Kevin Palkki, Team Member


Stacy Garcia, Team Member


Fermin Ramirez, Team Member


Ginger Surphin, Team Member


Natalie Dorado
CSEA Labor Relations Representative

Memorandum of Understanding

By and Between

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

And

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

and its San Bernardino CCD Chapter 291

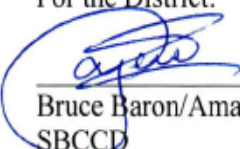
April 17, 2017

Terms and Conditions: This Memorandum of Understanding is entered by and between the San Bernardino Community College District (hereinafter "District") and the California School Employees Association and its San Bernardino CCD chapter 291, (hereinafter "Association"), collectively ("the parties").

1. In accordance with Article 16: PERSONNEL, specifically article 16.3 REQUEST FOR RECLASSIFICATION, it has been determined the following bargaining unit member shall be reclassified.
2. Effective, February 1, 2017, the District and the Association agree to the reclassification of bargaining unit member, Norma Alejandra Campos, Student Services Technician II at San Bernardino Valley College, 4.75 hours per day (19 hours per week)/four (4) day work week/12 month work year to Student Services Technician II at San Bernardino Valley College, 8 hours per day/5 days per week/12 month work year.
3. In accordance with Article 6: Hours of Work & Overtime, Norma Alejandra Campos' schedule shall be Monday thru Thursday 9:30 am to 6:30 pm and Friday 9:00 am to 6:00 pm. Any changes to this schedule shall be negotiated in accordance with Article 6.2.

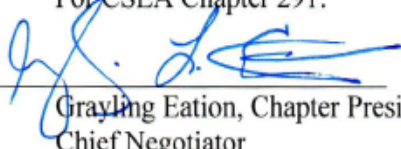
This Agreement is subject to the procedures required by CSEA Policy 610.

For the District:



Bruce Baron/Amalia Perez
SBCCD

For CSEA Chapter 291:



Grayling Eaton, Chapter President
Chief Negotiator



Kevin Palkki, Team Member

Memorandum of Understanding

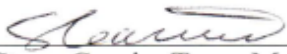
By and Between

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

And

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
and its San Bernardino CCD Chapter 291

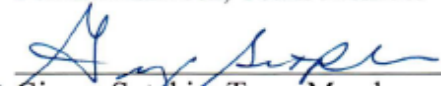
April 17, 2017



Stacy Garcia, Team Member



Fermin Ramirez, Team Member



Ginger Sutphin, Team Member



Natalie Dorado
CSEA Labor Relations Representative

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Amalia Perez, Director, Human Resources

DATE: May 11, 2017

SUBJECT: Informational Item: CTA MOUs

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District and San Bernardino Community College Teachers Association met and entered into Memorandums of Understanding.

ANALYSIS

The attached Memorandums of Understanding constitute the full and complete Agreements between the District and the Association.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE TEACHER ASSOCIATION
And
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Hourly Sick Leave Earned

WHEREAS: The Association and the District agree that the Hourly Sick Leave Earned document dated August 27, 1991 is still in effect regarding hourly sick leave; and

WHEREAS: It is not known why the document no longer appears in the Collective Bargaining Agreement (CBA); and

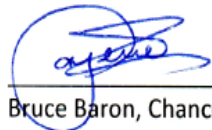
WHEREAS: There has been no lapse of use of the document,

THEREFORE, BE IT AGREED THAT:

The Hourly Sick Leave Earned document is still in effect and shall be incorporated into the successor CBA as an appendix.

This memorandum is hereby executed by representatives of the District and the Association on 31st day of March 2017.

For the District



Bruce Baron, Chancellor
Amalia Perez, Director, HR
SBCCD

For the Association



Dr. Sheri Lillard, Association President
SBCCDTA-CTA-NEA

HOURLY SICK LEAVE EARNED

HOURS WORKED	HOURS EARNED FOR SICK LEAVE
1 - 7	0.00
8 - 15	0.50
16 - 23	1.00
24 - 31	1.50
32 - 39	2.00
40 - 47	2.50
48 - 55	3.00
56 - 63	3.50
64 - 71	4.00
72 - 79	4.50
80 - 87	5.00
88 - 95	5.50
96 - 103	6.00
104 - 111	6.50
112 - 119	7.00
120 - 127	7.50
128 - 135	8.00

SICK LEAVE FOR HOURLY CERTIFICATED PERSONNEL

HOURLY CERTIFICATED EMPLOYEES EARN SICK LEAVE BENEFITS APPLICABLE TO HOURLY ASSIGNMENTS ONLY ON THE BASIS OF ONE WEEK'S CONTACT HOURS PER REGULAR SEMESTER FOR EACH ASSIGNED CLASS. IF THE INSTRUCTOR TEACHES OTHER THAN A REGULAR SEMESTER, THE SICK LEAVE ENTITLEMENT IS BASED UPON THE TOTAL CLASS CONTACT HOURS DIVIDED BY 15. AT THE BEGINNING OF EACH SEMESTER, THE AMOUNT DUE EACH EMPLOYEE SHOULD BE ADVANCED AND ANY AMOUNT OF EARNED SICK LEAVE NOT USED MAY BE ACCRUED FROM YEAR TO YEAR.

NON-TEACHING CERTIFICATED EMPLOYEES ARE COVERED UNDER THIS POLICY

Memorandum of Understanding
To
San Bernardino Community College District Teachers Association
From
San Bernardino Community College District
Coaches and Assistant Coaches
April 14, 2017

Whereas: Article 13–Workload has not adequately addressed or described the workload of coaches; and

Whereas: Coaches are faculty members and the only reference to coaches is in Appendix A–3, which was last updated in 2006; and

Whereas: The Association and the District both acknowledge the need to address the inequity in coach and assistant coach stipends, lack of reassigned time, and resources; and

Whereas: The Association and District acknowledge the requirement to adhere to Title IX,

IT IS THEREFORE AGREED THAT:

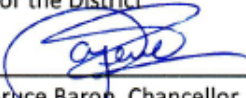
ARTICLE 13: Workload

A. The following additional duties for Coaches and Assistant Coaches are beyond those outlined in Article 13:

1. Perform additional working hours, which may include the breaks (spring, summer and winter), weekends, and evenings.
2. Take and pass the California Community College Athletic Association (CCCCAA) exam.
3. Make recommendations for the hiring of assistant coach(es).
4. Organize and execute an aggressive scouting and recruiting program of local and regional high school student athletes and out-of-state student athletes; actively participate and support high school visitations; establish individual contacts with athletes and parent/ guardians; follow-up correspondence/emails; lead campus tours for prospective student athletes.
5. Scout opponent teams.
6. Direct current and prospective student athletes to the appropriate resource to ensure their success (i.e. admissions office, financial aid office, tutoring centers, athletic counselor).
7. Monitor that student-athletes get grade checks completed by professors and turned in to the coaches in a timely manner.
8. Assist in maintaining accurate records of any required physical exam documentation and injury records for the student-athletes.
9. Assist the Athletic Trainer in the monitoring player injuries and rehabilitation.
10. Maintain contact with 4 year schools about current student athletes.
11. Resolve student-athlete issues including providing encouragement and support for student athletes, administer appropriate discipline and, if necessary dismiss players for misconduct
12. Submit requests for transportation, meals, and lodging for trips.
13. Conduct sports clinics, camps, tournaments, races and/or charity games.
14. Coach practices and both traditional and non-traditional games.
15. Attend and participate in conference meetings for both regional and state conferences, and playoffs.

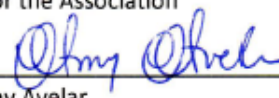
16. Attend and participate in local coaches' meetings, staff and conference meetings, state coaches' meetings, and coaching clinics; maintain membership and participate in meetings at the local and state coaches' associations.
 17. Provide the Sports Information Specialist the statistics for all tournaments and other off-site contests.
 18. Give input on the performance of each referee after each game for the referee evaluation.
 19. Provide leadership in articulating the athletic program to the Governing Board, administration, community, fellow faculty, and students.
 20. Provide the necessary documentation for the reimbursement of out-of-pocket expenses.
 21. Present timely home-game schedules and venue needs to the appropriate manager, for subsequent submission by the manager to Maintenance & Operations.
 22. Make recommendations for the order of uniforms and equipment each year.
- B. It is agreed that compensation for the above work shall be as follows:
- a) All full-time Head Coaches shall receive 0.68 reassigned time.
 - b) Stipend for Head Coach for all sports shall be seven-thousand dollars (\$7,000.00), retroactive to July 1, 2016.
 - c) Stipend for Assistant Coach for all sports shall be five-thousand dollars (\$5,000.00), retroactive to July 1, 2016.
 - d) Full-time faculty who are coaches or assistant coaches shall be compensated, in the event that a team makes playoffs, a stipend of six-hundred dollars (\$600.00) per week (not to exceed three (3) weeks) after the regular season has officially concluded.
 - e) Adjunct faculty coaches shall be compensated, in the event that a team makes playoffs, at the hourly non-instructional rate, not to exceed three (3) weeks after the regular season has officially concluded.
 - f) With the concurrence of the individuals involved, head coaching responsibility may be shared by more than one individual. The head coaching reassigned time and stipend shall be divided equally.
 - g) With the concurrence of the individuals involved, assistant coaching responsibility may be shared by more than one individual. The assistant coaching stipend shall be divided equally.
 - h) Coaches and assistant coaches shall receive mileage reimbursement as indicated in Article 19 and in accordance with District policy and procedures.
 - i) Travel meal funds for the coach(es), assistant coach(es), and team shall be provided. In the event that the funds are insufficient, the faculty member shall be reimbursed for out-of-pocket expenses in accordance with District policy and procedures.
 - j) Appendix A-3 (page 82) shall be stricken.
 - k) The compensation for the Coaches and Assistant Coaches will be evaluated during the 2017 Compensation Study. Both the Association and the District will negotiate the compensation within forty-five (45) days of completion of the 2017 Compensation Study.
- C. The training or practice site(s), to be in compliance with Title IX, shall be on a rotational schedule for off-site training or practices and be mutually agreed upon by the head coaches and the appropriate administrator.

For the District



Bruce Baron, Chancellor
Amalia Perez, Director, Human Resources
SBCCD

For the Association



Amy Avelar
SBCCDTA-CTA-NEA

April 14, 2017

**Memorandum of Understanding
To
San Bernardino Community College District Teachers Association
From
San Bernardino Community College District**

April 14, 2017

WHEREAS: The Memorandum of Understanding (hereinafter, MOU) between the San Bernardino Community College District (hereinafter, District) and the San Bernardino Community College District Teachers Association (hereinafter, Association) regarding faculty coordinators.

Whereas faculty coordinators play an instrumental role in accomplishing very specific duties for the colleges that require the faculty member's expertise; and

Whereas the Association and the District both acknowledge the need for consistent, generalized description of duties and tasks in order to compensate faculty coordinators fairly; and


Whereas the Association and District agree that definitions of coordinator and faculty lead are necessary;

It is therefore agreed that:

- A. The position of faculty coordinator is a position that is equivalent to a one (1) full- time equivalence. The District agrees to update the Association when a faculty coordinator position is developed by either the Colleges or the District.
- B. The following are Faculty Coordinator duties:
 - 1. Collaborates with campus departments to ensure that the college catalog is current and accurate in the areas of interest to the coordinated area.
 - 2. Leads, coordinates and facilitates the preparation of area planning documents in consultation with employees in the coordinated area.
 - 3. Recommends to the appropriate administrator, the coordinated area's preliminary budget and purchase orders for materials, supplies, and other activities. May recommend the scheduling of the coordinated area.
 - 4. Coordinates the use of the coordinated area's facilities, submits requests to the appropriate administrator for the purchase, maintenance, and repair of equipment.
 - 5. May identify and recommends candidates for the recruitment and employment in the coordinated area (tutors, etc.) as appropriate.
 - 6. Maintains regular and effective modes of communication with administration, faculty, staff, students, and the community on areas of interest to the coordinated area.
 - 7. Regularly initiates, schedules, attends and participates in meetings to facilitate effective coordination and provide expertise related to the coordinated area.
 - 8. Attempt to initially resolve concerns within the coordinated area at the informal level.
 - 9. Coordinates with the Vice President, Dean or Associate Dean in convening advisory board meetings as appropriate.


10. Attends conferences or other off- campus events in order to stay current on issues, past practices, and other items related to effectively leading activities in, or related to, the coordinated area as funding permits.
 11. Provides leadership and sets priorities for the daily operations within the coordinated area.
 12. Serves as the person primarily responsible for developing activities, training and workshops related to the coordinated area.
 13. Serves on campus and District committees.
 14. Other duties as assigned in accordance with Title 5, California Education Code and Government Code and the Collective Bargaining Agreement between SBCCD and SBCCDTA Article 13, Sections A2 and B7.
- C. It is agreed that compensation for the above work shall be based on the faculty member's placement on the current full-time salary schedule.
- D. The role of faculty coordinator has additional duties beyond the 14 duties listed above, those duties are extra work and are similar to the duties of faculty chairs. Until a similar compensation plan is developed, coordinators shall receive four hundred dollars (\$400.00) per month compensation for their duties, retroactive to July 1, 2016. The compensation for the Faculty Coordinators will be evaluated during the 2017 Compensation Study. Both the Association and the District will negotiate the compensation for Faculty Coordinators within forty-five (45) days of completion of the 2017 Compensation Study.
- E. Appendix A-5 Coordinator Compensation shall be stricken.
- F. Due to the nature of the work coordinators do, the District agrees to proactively apply Article 24: Miscellaneous Provisions: "The District recognizes that support should be given to bargaining unit members in terms of necessary clerical assistance...". The District acknowledges that coordinators shall be invited to training on any new or changes to state/federal/grant mandates, software, etc. that affects their areas directly.
- G. The position of faculty lead is defined as a short-term or temporary assignment(s), filled by faculty members because the work is faculty purview work, in an effort to complete the special project(s) or assignment(s) based on District need. This definition shall also apply to current, less-than 1.0, faculty coordinators. Appendix I (MOU- Special Assignment and Grant Participation) will be utilized. The MOU shall be reviewed through the negotiations process and modified as necessary.

For the District



Bruce Baron, Chancellor
Amalia Perez, Director, Human Resources
SBCCD

For the Association



Amy Avelar
SBCCDTA-CTA-NEA

April 14, 2017

Memorandum of Understanding
To
San Bernardino Community College District Teachers Association
From
San Bernardino Community College District

VIDEO and AUDIO Recording Equipment

April 14, 2017

WHEREAS: Article 20 -SAFETY CONDITIONS OF EMPLOYMENT of the collective bargaining agreement provides that "The District shall furnish a place of employment which is safe for members of the bargaining unit." And

WHEREAS: The District Board Policy 3500 - CAMPUS SAFETY stipulates that "The board is committed to a safe and secure District work and learning environment." And

WHEREAS: The Association recognizes the need to protect the property and equipment of the District throughout the campuses from damage, theft, or destruction. And

WHEREAS: The Association recognizes that video and/or audio recording equipment can be an effective deterrent to criminal activity on the District property. And

WHEREAS: The Association acknowledges that one way for the District to protect property, equipment and personnel is through the installation and monitoring of video and/or audio recording equipment,

IT IS THEREFORE AGREED THAT:

1. Video and/or audio recording equipment may be installed in locations where there is no reasonable expectation of privacy such as in hallways, parking lots, front offices and lobbies where students and employees come and go, storage areas, warehouses, outdoor areas and other places in public view. Video equipment installed in buildings near unit members' work and office areas and classrooms shall be pointed into hallways and doorways whenever feasible. Video equipment installed in storage areas, warehouses and other areas needing enhanced security may be pointed in areas other than hallways and doorways, and the Association shall be notified prior to installation.
2. Video and/or audio recording equipment shall not be installed in classrooms and labs of instructional faculty or in the work areas of non-instructional faculty, with the exception that such equipment may be installed in the entries and lobbies of such areas, for example, in the lobbies of Learning Resource Centers.
3. Video and/or audio recording equipment shall not be installed in any locations where there is a reasonable expectation of privacy in accordance with applicable laws; e.g., restrooms, locker rooms, break rooms, faculty offices.
4. The District shall post signs to notify students and staff of the presence of video and/or audio recording equipment in the exterior locations and in hallways.
5. The District shall provide the Association a semi-annual report, upon request, of the number and location of all video and/or recording equipment.
6. All viewing of video images and/or listening to audio (live or recorded) shall only be conducted by the

April 14, 2017

District's Sergeant(s), the District's Chief of Police, and/or the Chancellor of the District or designee. All video monitors shall be positioned in a location that will not permit students to view images of other students.

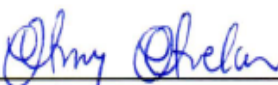
7. When incidents are suspected to have occurred that may be revealed on the video and/or audio recordings, only the Chancellor or designee, the District's Police Chief and/or non-CSEA law enforcement may review the video and/or audio records. Examples of such incidents include but are not limited to incidents involving criminal activity, personal injury, property damage, theft, trespassing, and physical altercations between persons.
8. The District shall not use video/audio recordings as part of progressive discipline and/or in connection with the evaluation of an Association bargaining unit member's performance, however, such video/audio recordings may be relied upon in disciplinary proceedings involving criminal conduct and/or misconduct that results in unwarranted property damage, theft, personal injury, or physical altercations with others.

For the District:



Bruce Baron/Amalia Perez
SBCCD

For the Association:



Amy Avelar
SBCCDTA

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE TEACHER ASSOCIATION
And
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Dual/ Concurrent Enrollment Course Staffing

WHEREAS: The Association and the District agree that finding opportunities for qualified high school students to begin working towards their college and career post secondary degrees; and

WHEREAS: The Association and the District agree that working together can produce better results for the students who engage in these opportunities; and

WHEREAS: Assembly Bill 288 of 2015 and Senate Bill 388 from 2003 enables the Association and the District to build a truly collaborative approach to providing these opportunities to the best interest to both faculty and District alike; and

WHEREAS: Careful implementation of Assembly Bill 288 of 2015 and Senate Bill 388 from 2003 affords the District the opportunity to expand FTEs with the related resources; and

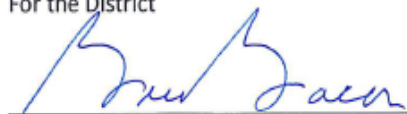
WHEREAS: Assembly Bill 288 of 2015 and Senate Bill 388 from 2003 provides protections of Collective Bargaining Agreement (CBA) and the Association protections therein,

THEREFORE, BE IT AGREED THAT:

1. The instructional work in these courses offered to partner high school students shall solely be the work of the Faculty represented in the San Bernardino Community College District Teachers Association Collective Bargaining Agreement.
2. Before a dual enrollment course is filled or offered:
 - a. The opportunity to teach these courses shall first be offered to full time Faculty in the Association.
 - b. Any full-time Faculty member who accepts the offer to teach these courses shall have the right to teach these courses as part of their regular load or as overload assignment in accordance with the CBA.
 - c. Following the decision of the full-time Faculty member not to desire the assignment, the opportunity to teach these courses shall be offered to current Adjunct Faculty who meet the minimum qualifications.
 - d. Following the decision of the Adjunct Faculty not to desire the assignment, the opportunity to teach these class assignments shall then be offered to a qualified Adjunct Faculty in the discipline's pool. Qualified high school faculty are encouraged to apply for Adjunct positions through the SBCCD website.
3. Evaluations procedures shall remain in accordance with the CBA.
4. The District shall provide training to all Faculty who teach these courses in accordance with the Child Abuse Neglect and Reporting Act.
5. Faculty shall receive mileage reimbursement for any activity related to dual enrollment as indicated in Article 19.

This agreement shall remain in full force and effect beginning this 11 day of April 2017.

For the District



Bruce Baron, Chancellor
SBCCD

For the Association



Dr. Sheri Lillard, Association President
SBCCDTA-CTA-NEA

MEMORANDUM OF UNDERSTANDING
By and Between
San Bernardino Community College District
And
San Bernardino Community College District Teachers Association

WHEREAS: The Memorandum of Understanding (hereinafter, MOU) between the San Bernardino Community College District (hereinafter, District) and the San Bernardino Community College District Teachers Association (hereinafter, Association) regarding Special Assignment and Grant Participation will sunset June 30, 2017; and

WHEREAS: The Association and District mutually developed procedures which outline the process to be followed when a faculty member accepts work that is outside the normal contract workload through the Special Assignment and Grant Participation MOU (Appendix I);

IT IS THEREFORE AGREED THAT:

G. F. Duration of Agreement: The duration of the agreement of the memorandum of understanding shall be extended through June 30, 2018.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter, MOU) is between the San Bernardino Community College District (hereinafter, District) and the San Bernardino Community College District Teachers Association (hereinafter, Association).

WHEREAS: The Association and District agree that the Association is the exclusive representative of all academic regular, contract, and hourly instructors, counselors, librarians, college nurses, and all department heads in accordance with the Educational Employment Relations Act (EERA) and Article 2 - UNIT DESCRIPTION / RECOGNITION of the Agreement between the District and the Association, and therefore has the legal duty and responsibility to represent and negotiate for all bargaining unit members; and

WHEREAS: The Association and District agree that useful and necessary work to increase the educational opportunities for students of the College may involve assigning faculty work that is outside the contract teaching load; and

WHEREAS: The Association and District agree that such work can have a direct impact on hours, wages and working conditions of bargaining unit members of the Association, and the Academic Senate's purview is the academic component of such work; and

WHEREAS: The Association and District wish to protect those bargaining unit members currently performing work outside the contract as of the April 9, 2015 Board of Trustees meeting; and

WHEREAS: The Association and District mutually agreed to develop procedures which outline the process to be followed when a faculty member accepts work that is outside the normal contract workload;

IT IS THEREFORE AGREED THAT:

A .Special Projects

Special Project. For purposes of this section, a special project is defined as any District directed/provided work outside the contract that impacts the Association bargaining unit members' hours, wages and working conditions. For the purposes of this section, the term workload shall be as defined in Article 13, Section B-1.

For special projects beyond the assigned workload, that require time up to and including 54 non-instructional hours per semester, the District shall notify the Association of the duties involved in the project prior to initiating the workload. For special projects that exceed 54 non-instructional hours per semester, the Association and the District shall follow these steps:

1. Prior to initiating any defined workload outside the contract, a description of the duties shall be provided to the President of the Association for analysis and review.
2. The Association shall have five (5) business days within which to analyze and review the special project for those elements which impact the hours, wages and working conditions of Association bargaining unit members. If no response is received from the Association within the five (5) business day period, the District will move forward.
3. The Association and the District shall use Section C of this MOU reflecting the identified impacts on hours, wages and working conditions of Association bargaining unit members.

B. Grants

Grant. For purposes of this section, a grant is defined as any external source funded project that impacts the Association bargaining unit members' hours, wages and working conditions. Awards that do not impact Association bargaining unit members' hours, wages and working conditions, are not included in the definition of "Grant" as expressed in this section. Bargaining unit members, whose content knowledge is pertinent to the grant, shall be involved in the development of the grant application from the start.

For grants that impact the hours, wages and working conditions of Association bargaining unit members, the Association and the District shall follow these steps:

1. Upon submission of the grant application, the District shall provide the following information to the President of the Association:
 - a. Grant description or request for proposals (RFP), if provided by the funder;
 - b. A brief overview or grant proposal abstract prepared by the District which specifies the anticipated impact on the Association bargaining unit members' hours, wages and working conditions;
 - c. The names of Association members whose content knowledge was used to develop the grant;
 - d. Name(s) of Association bargaining unit members being considered for position(s) within the grant, if applicable.

2. If the grant is awarded, the Association and the District shall use Section C of this MOU reflecting the identified impacts on hours, wages and working conditions of Association bargaining unit members. The District shall notify the Association of the duties involved in the project prior to initiating the workload in accordance with the following terms:
 - a. The Association shall be notified if the assigned workload requires time up to and including 54 non-instructional hours per semester
 - b. For an assigned workload that exceeds 54 non-instructional hours per semester the procedures established in Section A, items 1 through 3 of this MOU shall be followed.

C. Identified impacts on hours, wages and working conditions of Association bargaining unit members.

The District reserves the right to determine whether a stipend, reassigned time, or a combination of stipend and reassigned time is most appropriate for the grant or special project.

1. Stipend. Stipend amounts shall be based on the non-instructional hourly rate.
2. Reassignment in lieu of regular assignment. For reassigned time, the District shall use Table I, WHOLE HOURS, Column 5, NIF w/o SCHRS (non-instructional).
3. Combination of stipend and reassigned time. A combination of stipend and reassigned time may be used if determined appropriate by the District, provided the combination does not exceed the maximum overload established in Article 13, Section D of the Agreement between the Association and District. No part of this MOU shall be interpreted as a prohibition against continuing current practices of using a combination of stipends and reassigned time for specified positions such as coaches.

D. Process for Grants and Special Projects

The Association and the District agree that the following parameters will guide how Association bargaining unit members' hours, wages and working conditions are impacted:

1. Any Association bargaining unit member involved in a department/division/district entity where unit members' hours, wages and working conditions would be impacted by the grant/special project shall have the opportunity to volunteer to be involved in the grant/special project.
2. Selection of Association bargaining unit members for the grant/special project shall be based on:
 - a. The unit members' skills as needed for implementation of the grant/special project.
 - b. The availability of the unit members to complete the required tasks within timelines established for the grant/special project.
3. Upon implementation of the grant/special project, changes in the commitments of Association bargaining unit members' hours, wages and working conditions shall be addressed in accordance with Section C of this MOU. If the deliverables and/or timelines of the grant or special project have not been met, the District reserves the right to determine whether to extend the commitment with the Association bargaining unit member or pursue an alternate solution.

E. District Rights

No part of this MOU shall be interpreted as a prohibition against the District from exercising its rights according to Article 8 of the Agreement between the San Bernardino Community College District and the San Bernardino Community College District Chapter CTA/NEA.

F. Effect of Agreement

For those bargaining unit members currently doing work either in special projects or within a grant upon the effective date of this MOU shall be permitted to continue the work through the

duration of the special project or the termination of the grant work. This MOU shall be in force for any new assignments upon the effective date of the MOU.

G. ~~F.~~ Duration of Agreement

This MOU shall be in effect from April 10, 2015 ~~through June 30, 2017~~. During the term of this MOU, the District and the Association can, by mutual agreement, reopen the MOU for renegotiation.


The duration of the agreement of the memorandum of understanding shall be extended through June 30, 2018.

This Memorandum of Understanding constitutes the full and complete Agreement regarding the notification to the ASSOCIATION of faculty Special Assignment and Grant participation.

This MOU shall supersede the Memorandum of Understanding dated March 9, 2015 dealing with Special Assignment and Grant Participation.

This agreement shall remain in full force and effect beginning this 11 day of April 2017 and expire June 30, 2018.

For the District



Bruce Baron, Chancellor
SBCCD

For the Association



Dr. Sheri Lillard, Association President
SBCCDTA-CTA-NEA

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

PREPARED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services

DATE: May 11, 2017

SUBJECT: Enrollment /Full-Time Equivalent Student Update

RECOMMENDATION

This item is for information only and no action is required.

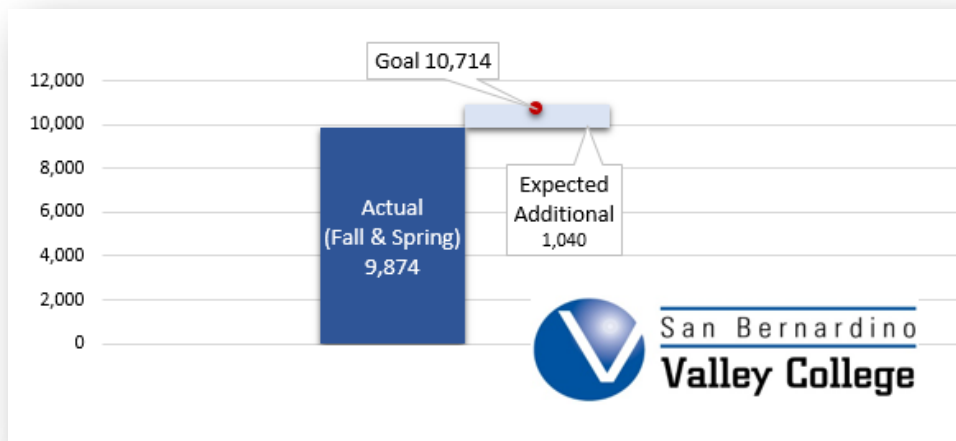
OVERVIEW

The measurement of Full-Time Equivalent Students, or FTES, is one of the main components in the calculation of state apportionment for California Community Colleges. Simply stated, one FTES represents 525 hours of student instruction. Districts are required to report their attendance to the state on January 15 (P1), April 20 (P2), and July 15 (Annual). There is also an opportunity to adjust or correct the annual figures by November 1 (Recal).

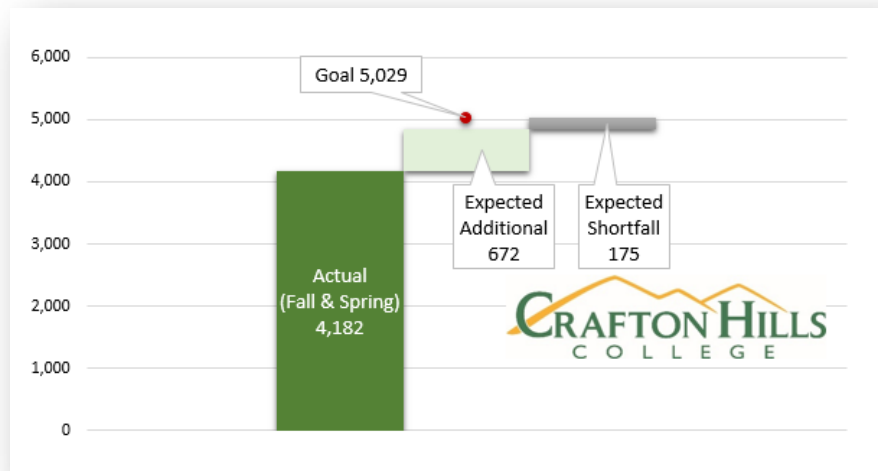
Since the monthly apportionment payments a district receives are based on its prior year P2 report, the amount of state income is subject to change as the current year unfolds. In fact, the final reconciliation of payments received to FTES earned is not determined until February of the following fiscal year, at which time a district will either receive additional monies, or have its current year funding reduced.

ANALYSIS

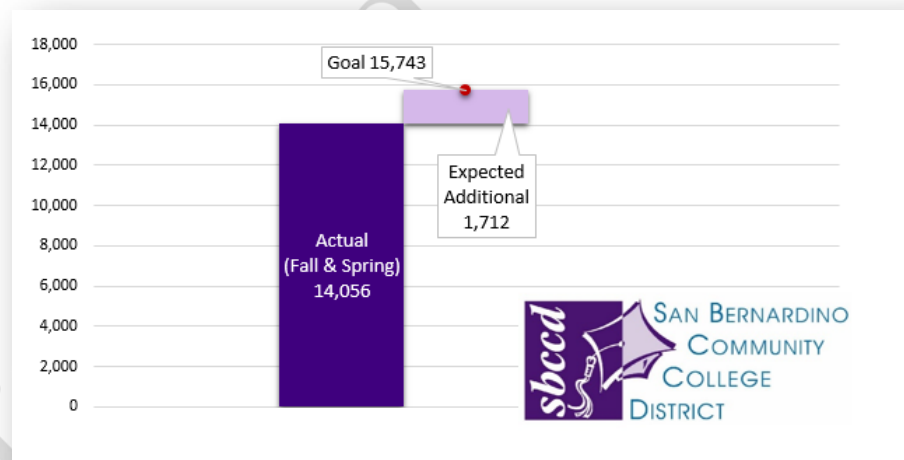
SBVC's enrollment goal for 2016-17 is 10,714. SBVC has generated 9,874 FTES YTD, with an additional 1,040 projected FTES for the remaining of the fiscal year. Our analysis shows that SBVC is trending to meet the established goal. Current Productivity for SBVC is 85% and it is subject to change.



CHC's enrollment goal is 5,029. CHC has generated 4,186 FTES YTD with an additional 667 FTES projected for the remainder of the fiscal year. Our analysis shows that CHC is trending to fall approximately 176 FTES below their established goal, which would result in a budgeted revenue shortfall of \$880,748. Current Productivity for CHC is 71% and it is subject to change.



The State Chancellor's Office has guaranteed SBCCD funding for a total of 16,004 FTES if we were able to meet this goal. However, our analysis shows that we're trending under the guaranteed funding amount by 236 FTES. This means we will be unable to capture approximately \$1.2 million.



BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This item is for information only.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Lawrence P. Strong, Director of Fiscal Services
DATE: May 11, 2017
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, 2017 is estimated to be \$29,081,595.

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 2016-17

											PROJECTIONS			
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	ACCRUALS	TOTAL
Beginning Cash Balance	31,501	32,226	32,326	35,634	33,688	33,421	36,474	42,208	39,727	37,761	32,695	26,787		
Receipts														
Federal	11		13	149	66	1	867	263	13	40	1,164	1,299		3,886
State	7,271	6,112	11,928	10,293	16,284	6,960	7,141	5,350	11,912	12,019	8,876	6,298		110,445
State Deferrals														
Local	1,082	2,836	13	958	3,280	6,523	8,335	1,633	-114	1,608	1,267	1,001		28,422
Temporary Borrowings														
Inc Transfer & Sale of Assets		3		3		186						-20		172
Accounts Receivable/Accruals	313	986	3,600	111	207	648	-309	70	376	180		102		6,286
Total Receipts	8,677	9,937	15,555	11,515	19,837	14,318	16,034	7,316	12,187	13,847	11,307	8,681		149,210
Disbursements														
Academic Salaries	4	1,915	3,450	3,772	3,832	3,766	3,773	3,530	3,743	3,917	3,847	6,814		42,363
Classified Salaries	1,770	1,936	2,132	2,226	2,191	2,497	2,263	1,998	2,421	2,282	2,402	3,684		27,802
Benefits	850	1,471	1,721	1,777	1,709	1,811	1,777	1,753	1,832	1,880	2,501	3,311		22,393
Supplies & Materials	-7	70	161	177	125	114	135	201	210	273	355	1,473		3,286
Other Operating Exp	6	479	3,867	3,967	1,778	2,292	1,885	1,967	2,941	9,425	7,574	4,766		40,946
Capital Outlay		-12	56	396	309	89	364	239	296	837	640	3,315		6,527
Other Outgo	4	129	12	230	564	734	117	121	58	53	14	705		2,741
Longterm Post-Employment Benefits		-5	-8	-8	-4	-8	-8	-8	40					-10
Accounts Payable/Accruals	5,326	3,857	857	924	9,599	-31	-5	-3	2,612	247	-119	-17,682		5,582
Total Disbursements	7,953	9,837	12,247	13,461	20,103	11,265	10,300	9,797	14,153	18,913	17,214	6,386		151,630
Increase / (Decrease) in Cash Balance	724	100	3,308	-1,946	-267	3,053	5,734	-2,481	-1,966	-5,066	-5,908	2,295		
Ending Cash Balance	32,226	32,326	35,634	33,688	33,421	36,474	42,208	39,727	37,761	32,695	26,787	29,082		

[†] 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: May 11, 2017

SUBJECT: Measure M and Non-Bond Demographics/Local Contracts
Summary Report

RECOMMENDATION

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

OVERVIEW

Measure M and Non-Bond Demographics Report includes a summary of active construction projects for March. This report represents the local hire status for each project. Details of each project as well as schedules, progress, photos, costs, workers by city, and historical data are contained in the *Measure M Construction Projects and Demographics Report* prepared by Kitchell/BRj each month and can be accessed online at:

http://www.sbccd.org/Construction_Program/Construction_Projects_Underway

ANALYSIS

In November 2013, the Board of Trustees passed Board Policy 6610, which sets minimum goals at fifty percent (50%) participation of Local Hires (workforce) and twenty-five percent (25%) participation of Local Businesses (subcontractors) in its District Bid projects awarded each fiscal year.

As of the most recent report, the District-wide total of local workforce was 69% and District-wide total of local subcontractors was 53%.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

Measure M and Non-Bond Demographics / Local Contracts Summary

March 31, 2017

Mar-17	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 (monthly)	Wages - Non Local (monthly)
MEASURE M PROJECTS									
New Gymnasium/Stadium, (Gym)	59	77%	18	23%	4,531,008.85	15,699,082.84	28,288,781.08	82,920.33	21,071.53
Applied Technology Phase I(AT Ph.I)	0	0%	0	0%	413,251.50	11,036.25	558,099.00	-	-
Applied Technology Phase II(AT Ph. II)	0	0%	0	0%		241,862.00		6,994.44	907.72
Auditorium Renovation - Doors and Hardware Upgrades	0	0%	0	0%		379,484.00		-	-
TOTAL	59	77%	18	23%	\$ 4,944,260.35	\$ 16,331,465.09	\$ 28,846,880.08	\$ 89,914.77	\$ 21,979.25
							\$ 21,275,725.44	\$ 28,846,880.08	
							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 (monthly)	Wages - Non Local (monthly)
MEASURE M PROJECTS									
Laboratory/Administrative Renovation (LADM)	45	57%	34	43%			9,687,636.40	109,162.46	89,319.77
Student Services A Renovation (SSA)	22	76%	7	24%		5,329,954.07		69,782.51	4,831.27
Occupational Education #2, Roof, (OE2)	0	0%	0	0%	1,329,733.00	2,412,208.00	13,176,854.65	-	-
PE Complex, (PEC)	0	0%	0	0%	-	852,800.00	3,658,270.00	-	-
PAC Battery/Sewer Controls	4	100%	0	0%		164,262.00		6,389.68	-
Split Systems Kitchen & Lab	0	0%	0	0%	-	97,100.00		-	-
TOTAL	71	63%	41	37%	\$ 1,329,733.00	\$ 8,856,324.07	\$ 26,522,761.05	\$ 185,334.65	\$ 94,151.04
							\$10,186,057.07	\$ 26,522,761.05	
							28%	72%	

SBCCD (District Office)	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 (monthly)	Wages - Non Local (monthly)
		0%		0%			136,050.00	-	-
TOTAL	0	0%	0	0%	\$ -	\$ -	\$ 136,050.00	\$ -	\$ -
							\$0.00	\$ 136,050.00	
							0%	100%	

DISTRICT WIDE WORKFORCE	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 (monthly)	Wages - Non Local (monthly)
TOTAL	130	69%	59	31%	\$ 6,273,993.35	\$ 25,187,789.16	\$ 55,505,691.13	\$ 275,249.42	\$ 116,130.29
DISTRICT GOAL	50.00%				\$31,461,782.51		\$55,505,691.13		
							36%	64%	

SUBCONTRACTORS	ALL SUBS	LOCAL	MBE	WBE	VOBE	VOSB	SDVBE	DVBE	TOTAL CERTIFIED SUBS
TOTAL FOR ALL PROJECTS	36	19	4	2				2	2
%	100%	53%	16.67%				5.56%		5.56%
DISTRICT GOAL	N/A	25.00%	25.00%				10.00%		

Note: This information is gathered from reports provided by the general contractors.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Lawrence P. Strong, Director of Fiscal Services
DATE: May 11, 2017
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

[VIEW QUARTERLY DATA](#)
[CHANGE THE PERIOD](#)

Fiscal Year: 2016-2017

District: (980) SAN BERNARDINO

Quarter Ended: (Q3) Mar 31, 2017

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2013-14	Actual 2014-15	Actual 2015-16	Projected 2016-2017
Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	76,882,155	77,430,155	98,085,704	91,920,798
A.2	Other Financing Sources (Object 8900)	24,736	1,012,120	4,846	12,000
A.3	Total Unrestricted Revenue (A.1 + A.2)	76,906,891	78,442,275	98,090,550	91,932,798
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	73,167,902	78,869,870	83,535,522	90,202,313
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	11,117,504	1,809,993	12,705,000	2,546,716
B.3	Total Unrestricted Expenditures (B.1 + B.2)	84,285,406	80,679,863	96,240,522	92,749,029
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-7,378,515	-2,237,588	1,850,028	-816,231
D.	Fund Balance, Beginning	24,062,725	16,684,210	14,446,622	16,296,650
D.1	Prior Year Adjustments + (-)	0	0	369,299	369,299
D.2	Adjusted Fund Balance, Beginning (D + D.1)	24,062,725	16,684,210	14,815,921	16,665,949
E.	Fund Balance, Ending (C. + D.2)	16,684,210	14,446,622	16,665,949	15,849,718
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	19.8%	17.9%	17.3%	17.1%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	14,550	14,717	15,352	15,743
-----	---	--------	--------	--------	--------

III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2013-14	2014-15	2015-16	2016-2017
H.1	Cash, excluding borrowed funds		21,963,743	32,670,844	37,785,530
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	28,041,534	21,963,743	32,670,844	37,785,530

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	91,920,798	91,920,798	72,859,184	79.3%
I.2	Other Financing Sources (Object 8900)	12,000	12,000	11,710	97.6%
I.3	Total Unrestricted Revenue (I.1 + I.2)	91,932,798	91,932,798	72,870,894	79.3%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	90,202,313	90,202,313	60,859,768	67.5%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,546,716	2,546,716	1,277,101	50.1%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	92,749,029	92,749,029	62,136,869	67%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-816,231	-816,231	10,734,025	
L.	Adjusted Fund Balance, Beginning	16,665,949	16,665,949	16,665,949	
L.1	Fund Balance, Ending (C. + L.2)	15,849,718	15,849,718	27,399,974	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	17.1%	17.1%		

V. Has the district settled any employee contracts during this quarter?

YES

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify)	Management	Academic	Classified
		Permanent	Temporary

YYYY-YY	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1: 2016-17								1.5%
Year 2: 2017-18								1.5%
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

Operations and District Reserves. Object codes include 11xx, 12xx, 21xx and 22xx.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed?

This year?
Next year?

NO
NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
ENTER OR EDIT CURRENT DATA

Record Updated

CHANGE THE PERIOD ▾

Fiscal Year: 2016-2017

Quarter Ended: (Q3) Mar 31, 2017

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 May 17, 2017					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	91,920,798	91,920,798	72,859,184	91,920,798
A.2	Other Financing Sources (Object 8900)	12,000	12,000	11,710	12,000
A.3	Total Unrestricted Revenue (A.1 + A.2)	91,932,798	91,932,798	72,870,894	91,932,798
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	90,202,313	90,202,313	60,859,768	90,202,313
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,546,716	2,546,716	1,277,101	2,546,716
B.3	Total Unrestricted Expenditures (B.1 + B.2)	92,749,029	92,749,029	62,136,869	92,749,029
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-816,231	-816,231	10,734,025	-816,231
D.	Fund Balance, Beginning	16,296,650	16,296,650	16,296,650	16,296,650
D.1	Prior Year Adjustments + (-)	369,299	369,299	369,299	369,299
D.2	Adjusted Fund Balance, Beginning (D + D.1)	16,665,949	16,665,949	16,665,949	16,665,949
E.	Fund Balance, Ending (C. + D.2)	15,849,718	15,849,718	27,399,974	15,849,718
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	17.1%	17.1%	44.1%	17.1%

SAVE EDITS »»

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)				15,743
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

H.1	Cash, excluding borrowed funds	37,785,530
H.2	Cash, borrowed funds only	0
H.3	Total Cash (H.1+ H.2)	37,785,530

Amount as of the Specified Quarter Ended

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)	Management		Academic				Classified	
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
YYYY-YY								
a. SALARIES:								
Year 1: 2016-17								1.5%
Year 2: 2017-18								1.5%
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

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c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

Operations and District Reserves. Object codes include 11xx, 12xx, 21xx and 22xx.

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- 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

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California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4550
Sacramento, California 95811

Send questions to:

Christine Atalig (916)327-5772 atalig@ccccc.edu or Tracy Britten (916)324-9794 tbritten@ccccc.edu

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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Lawrence P. Strong, Director of Fiscal Services
DATE: May 11, 2017
SUBJECT: Quarterly Investment Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

This report is submitted to the Board of Trustees pursuant to Government Code section 53646(b)(1) which states in part: "The treasurer or chief fiscal officer shall render a quarterly report to the chief executive officer, and/or the internal auditor and/or the legislative body of the local agency."

ANALYSIS

The report does not include funds deposited with the County of San Bernardino. Funds deposited with the County are subject to the County of San Bernardino Treasurer's Statement of Investment Policy and are available for review in the San Bernardino Community College District Fiscal Services office.

This report also does not include the General Fund, which is submitted to the Board of Trustees on a monthly basis in the information item, General Fund Cash Flow Analysis.

All other funds are managed in accordance with the District Investment Policy. Sufficient funds and projected incomes are available to meet the cash flow and expenditure needs of the District for the next six months.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item.



Quarterly Investment and Deposit Report

Quarter Ending March 31, 2017

Account	Amount	Interest	Type	Institution
General Fund				
Clearing Account	\$ 260,855.98	0.00	Checking	Citizens Business Bank, San Bernardino CA
Revolving Cash/Flex Fund	\$ 36,323.24	0.00	Checking	Citizens Business Bank, San Bernardino CA
	<u>\$ 297,179.22</u>			
Bond Fund (#256245)	\$ 37,037,370.24	0.00	Investment	Bank of New York Mellon, Los Angeles CA
Enterprise Funds				
Bookstore	\$ 1,516,464.21	0.00	Checking	Bank of America, Colton CA
Cafeteria	\$ 271,876.54	0.00	Checking	Bank of America, Colton CA
Bookstore CD (<i>redeemed on 4/3/17</i>)	\$ 108,485.59	(y)0.40	CD	Inland Valley Bank, Redlands CA
	<u>\$ 1,896,826.34</u>			
Internal Service Funds				
Workers Comp	\$ 120,000.00	0.05	Checking	Union Bank, Los Angeles CA
Property & Liability	\$ 25,000.00	0.00	Checking	Bank of America, Concord CA
	<u>\$ 145,000.00</u>			
Trust Funds				
Financial Aid	\$ 31,922.90	0.00	Checking	Citizens Business Bank, San Bernardino CA
Cal Grant Financial Aid	\$ 514,699.99	0.05	Checking	Citizens Business Bank, San Bernardino CA
NDSL/Perkins	\$ 10,370.69	0.00	Checking	Citizens Business Bank, San Bernardino CA
Scholarships	\$ 18,375.55	0.20	Checking	Community Bank, Redlands CA
Emergency Loan	\$ 17,942.03	0.00	Checking	Community Bank, Redlands CA
SBVC Clubs/Trusts	\$ 212,941.16	0.00	Checking	Wells Fargo, San Bernardino CA
SBVC ASB	\$ 75,131.09	0.00	Checking	Wells Fargo, San Bernardino CA
CHC Clubs/Trust & ASB	\$ 272,775.93	0.00	Checking	Bank of America, Yucaipa CA
Scholarships	\$ 92,952.01	0.70	Money Market	Inland Valley Bank, Redlands CA
SBVC/CHC Student Rep Fee	\$ 116,328.17	0.00	Checking	Inland Valley Bank, Redlands CA
	<u>\$ 1,363,439.52</u>			
Total Checking, Savings & Investments	\$ 40,739,815.32			

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: George Johnson, Bond Program Manager, Kitchell/BRj
DATE: May 11, 2017
SUBJECT: Summary of Measure M Construction Contract Change Orders and Amendments

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

All construction contract change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and SBCCD staff. Nonessential changes are rejected and never receive approval. Any changes determined to be critical 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.

ANALYSIS

To date, total Measure M construction contracts, amendments and change orders, including those submitted at this board meeting, are as follows. A detailed report is attached.

Total Contracts Awarded	Total Contract Amendments	Revised Base Contract	Total Change Orders
\$183,914,710	\$1,323,068. 0.72%	\$185,237,779.	\$7,020,128. 3.79%

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This item is for information only. There are no financial implications.

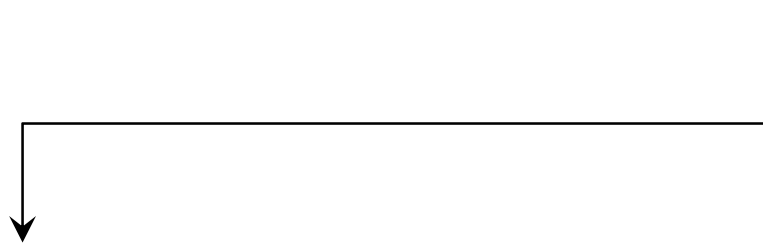
Construction Change Summary

May 11, 2017

Measure M Construction Recap - All Projects

Contract Amendments

Campus	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 96,734,743.40	\$ 443,133.86	\$ -	\$ 97,177,877.26	0.46%
SBVC-San Bernardino Valley College	\$ 87,179,967.09	\$ 879,934.62	\$ -	\$ 88,059,901.71	1.01%
Totals for <u>Contract Amendments</u>	\$ 183,914,710.49	\$ 1,323,068.48	\$ -	\$ 185,237,778.97	0.72%



Change Orders

Campus	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders (% of Base Contracts)
		Previous	Pending		
CHC-Crafton Hills College	\$ 97,177,877.26	\$ 3,363,212.17	\$ 77,146.89	\$ 100,618,236.32	3.54%
SBVC-San Bernardino Valley College	\$ 88,059,901.71	\$ 3,579,769.16	\$ -	\$ 91,639,670.87	4.07%
Totals for <u>Change Orders</u>	\$ 185,237,778.97	\$ 6,942,981.33	\$ 77,146.89	\$ 192,257,907.19	3.79%

Construction Change Summary

May 11, 2017

Crafton Hills College - Campus Recap

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Parking Lot/ADA/Lighting Improvem	\$ 6,211,902.68	\$ 404,093.32	\$ -	\$ 240,248.99	\$ -	\$ 6,856,244.99	3.63%
MATH AND SCIENCE ANNEX	\$ 2,328,227.49	\$ -	\$ -	\$ 140,990.00	\$ -	\$ 2,469,217.49	6.06%
MPOE/DATA RELOCATION	\$ 58,488.11	\$ -	\$ -	\$ 36,728.05	\$ -	\$ 95,216.16	62.80%
OLD LIBRARY DEMOLITION	\$ 1,123,414.05	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 1,126,916.54	0.31%
SOLAR FARM	\$ 6,326,861.95	\$ -	\$ -	\$ 62,263.71	\$ -	\$ 6,389,125.66	0.98%
OE 2	\$ 16,654,554.24	\$ 38,321.93	\$ -	\$ 1,018,430.94	\$ -	\$ 17,711,307.11	6.10%
OE 1 Roofing Package	\$ 422,487.48	\$ -	\$ -	\$ (1,531.00)	\$ -	\$ 420,956.48	-0.36%
PE Complex	\$ 4,920,513.91	\$ 743.00	\$ -	\$ (97,924.41)	\$ -	\$ 4,823,332.50	-1.99%
Science Building	\$ 18,763,480.49	\$ -	\$ -	\$ 1,016,777.25	\$ -	\$ 19,780,257.74	5.42%
LADM Renovation	\$ 9,746,884.65	\$ -	\$ -	\$ 363,736.52	\$ -	\$ 10,110,621.17	3.73%
Crafton Center	\$ 21,898,232.88	\$ -	\$ -	\$ 373,851.00	\$ -	\$ 22,272,083.88	1.71%
Student Services - A	\$ 5,369,744.10	\$ -	\$ -	\$ 101,233.95	\$ 77,146.89	\$ 5,548,124.94	3.32%
Temporary Parking Lot	\$ 122,940.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 127,309.93	3.55%
Chemistry/Health/Science/Classroom	\$ 539,417.39	\$ -	\$ -	\$ (2,516.00)	\$ -	\$ 536,901.39	-0.47%
M&O Renovation	\$ 1,295,092.83	\$ (24.39)	\$ -	\$ 82,238.50	\$ -	\$ 1,377,306.94	6.35%
Misc. Bond Improvements	\$ 418,574.80	\$ -	\$ -	\$ 7,186.67	\$ -	\$ 425,761.47	1.72%
Classroom Building	\$ 257,408.00	\$ -	\$ -	\$ 16,597.93	\$ -	\$ 274,005.93	6.45%
PAC Marquee	\$ 15,156.35	\$ -	\$ -	\$ -	\$ -	\$ 15,156.35	0.00%
Split System, NCC & NSB	\$ 97,100.00	\$ -	\$ -	\$ (2,972.35)	\$ -	\$ 94,127.65	-3.06%
PAC Battery Inverter & Sewer Ejector	\$ 164,262.00	\$ -	\$ -	\$ -	\$ -	\$ 164,262.00	0.00%
Churn II	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%

Construction Change Summary

May 11, 2017

TOTAL	\$ 96,734,743.40	\$ 443,133.86	\$ -	\$ 3,363,212.17	\$ 77,146.89	\$ 100,618,236.32	3.54%
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Crafton Hills - Solar Farm

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Marina Landscape	\$ 3,930.84	\$ -	\$ -	\$ -	\$ -	\$ 3,930.84	0.00%
Marina Landscape	\$ 5,319.51	\$ -	\$ -	\$ -	\$ -	\$ 5,319.51	0.00%
New Seed Landscaping Services, Inc.	\$ 4,695.00	\$ -	\$ -	\$ -	\$ -	\$ 4,695.00	0.00%
Rosendin Electric, Inc. ***	\$ 6,204,580.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 6,267,258.76	1.01%
Sol Focus, Inc.	\$ 63,571.44	\$ -	\$ -	\$ -	\$ -	\$ 63,571.44	0.00%
Southern California Edison	\$ 43,648.00	\$ -	\$ -	\$ -	\$ -	\$ 43,648.00	0.00%
ICOMTECT	\$ 1,117.16	\$ -	\$ -	\$ (415.05)	\$ -	\$ 702.11	-37.15%
TOTAL	\$ 6,326,861.95	\$ -	\$ -	\$ 62,263.71	\$ -	\$ 6,389,125.66	0.98%

***NOTE: \$3,500,000 of this contract came from Measure P roll-over funds. Totals included for complete project

Construction Change Summary

TOTAL	\$ 418,574.80	\$ -	\$ -	\$ 7,186.67	\$ -	\$ 425,761.47	1.72%
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Valley College - Campus Recap

PROJECTS	Original Contract Amount	Contract Amendments Previous Pending		Change Orders Previous Pending		New Contract Amount	Change Order % of Contract
Central Plant / Infrastructure	\$ 11,904,573.44	\$ 83,941.49	\$ -	\$ 26,394.34	\$ -	\$ 12,014,909.27	0.22%
HVAC Cafeteria & Health Science	\$ 328,971.42	\$ -	\$ -	\$ -	\$ -	\$ 328,971.42	0.00%
Gymnasium	\$ 52,295,097.45	\$ 1,480,000.00	\$ -	\$ 2,078,123.53	\$ -	\$ 55,853,220.98	3.86%
Business Building Remodel	\$ 9,942,119.95	\$ 4,515.64	\$ -	\$ 880,501.23	\$ -	\$ 10,827,136.82	8.85%
Site Signage	\$ 2,744,915.43	\$ (688,522.51)	\$ -	\$ (1,427.00)	\$ -	\$ 2,054,965.92	-0.07%
Auditorium	\$ 6,844,726.00	\$ -	\$ -	\$ 618,165.11	\$ -	\$ 7,462,891.11	9.03%
Auditorium 2	\$ 379,484.00	\$ -	\$ -	\$ (20,000.00)	\$ -	\$ 359,484.00	-5.27%
Applied Technology Renovation	\$ 2,091,274.40	\$ -	\$ -	\$ 6,716.00	\$ -	\$ 2,097,990.40	0.32%
Applied Technology Renovation II	\$ 285,754.00	\$ -	\$ -	\$ (1,293.90)	\$ -	\$ 284,460.10	-0.45%
K-Street Lighting	\$ 112,750.00	\$ -	\$ -	\$ (6,594.00)	\$ -	\$ 106,156.00	-5.85%
				\$ -			
Miscellaneous Bond Improvements	\$ 250,301.00	\$ -	\$ -	\$ (816.15)	\$ -	\$ 249,484.85	-0.33%
Total	\$ 87,179,967.09	\$ 879,934.62	\$ -	\$ 3,579,769.16	\$ -	\$ 91,639,670.87	4.07%

Contractors	Original Contract Amount	Contract Amendments Previous Pending		Change Orders Previous Pending		New Contract Amount	Change Order % of Contract
Broughton Construction, Inc.	\$ 1,170,000.00	\$ -	\$ -	\$ (20,502.00)	\$ -	\$ 1,149,498.00	-1.75%
C.S. Legacy Construction *	\$ 1,365,776.00	\$ (688,522.51)	\$ -	\$ 2,048.00	\$ -	\$ 679,301.49	0.30%
Cortez Ornamental Iron	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	0.00%
Good Sign & Graphics	\$ 5,995.00	\$ -	\$ -	\$ -	\$ -	\$ 5,995.00	0.00%
New Seed Landscaping	\$ 11,780.00	\$ -	\$ -	\$ -	\$ -	\$ 11,780.00	0.00%
Pacific Industrial Electric	\$ 2,653.43	\$ -	\$ -	\$ -	\$ -	\$ 2,653.43	0.00%
Three Peaks Corporation	\$ 87,187.00	\$ -	\$ -	\$ (413.00)	\$ -	\$ 86,774.00	-0.47%
Three Peaks Corporation	\$ 42,655.00	\$ -	\$ -	\$ 18,390.00	\$ -	\$ 61,045.00	43.11%
Three Peaks Corporation	\$ 1,869.00	\$ -	\$ -	\$ -	\$ -	\$ 1,869.00	0.00%
ATEN	\$ 51,000.00	\$ -	\$ -	\$ (950.00)	\$ -	\$ 50,050.00	-1.86%
TOTAL	\$ 2,744,915.43	\$ (688,522.51)	\$ -	\$ (1,427.00)	\$ -	\$ 2,054,965.92	-0.07%

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Three Peaks	\$ 2,850.00	\$ -	\$ -	\$ -	\$ -	\$ 2,850.00	0.00%
Three Peaks	\$ 5,160.00	\$ -	\$ -	\$ -	\$ -	\$ 5,160.00	0.00%
BWW & Co.	\$ 152,300.00	\$ -	\$ -	\$ 5,815.85	\$ -	\$ 158,115.85	3.82%
Three Peaks	\$ 85,791.00	\$ -	\$ -	\$ (6,632.00)	\$ -	\$ 79,159.00	-7.73%
Aten Construction	\$ 4,200.00	\$ -	\$ -	\$ -	\$ -	\$ 4,200.00	0.00%
TOTAL	\$ 250,301.00	\$ -	\$ -	\$ (816.15)	\$ -	\$ 249,484.85	-0.33%