



Meeting of the San Bernardino Community College District Board of Trustees
Business Meeting Agenda
District Board Room
July 13, 2017, 4:00 p.m.

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. Public Employee Performance Evaluation, Government Code 54957(b)(1)
Title: Chancellor
- c. Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Government Code 54956.9(d)(2): 2 cases
- d. Public Employee Discipline/Dismissal/Release/Non Re-Employment: Government Code 54957 (3 cases)
- e. Conference with Legal Counsel-Existing Litigation: Government Code 54956.9(d)(1) – (5 cases) Workers Compensation Claim Nos. 487290, 520382, 512194, 1655-06-0020; San Bernardino Superior Court Case No. CIVDS1600394 (Wall v. SBCCD)

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS (Comments on Closed session WILL BE HEARD PRIOR TO CLOSED SESSION)

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.

If you wish to address the Board, please fill out a public comment form and give it to the secretary PRIOR to the start of the meeting.

- 4. CONVENE CLOSED SESSION**
- 5. RECONVENE PUBLIC MEETING**
- 6. REPORT OF ACTION IN CLOSED SESSION**
- 7. REPORTS (Reports ARE NOT PART OF PUBLIC COMMENTS)**
 - a. Board Members
 - i. Oral Reports from Board Committee Chairs
 - 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
- 8. PUBLIC COMMENTS ON AGENDA ITEMS**

This is an opportunity for members of the public to address the Board concerning items on the agenda.
- 9. APPROVAL OF MINUTES**

April 24, 2017 and May 30-31, 2017 (p11 & 15)

10. CONSENT AGENDA (Comments on Consent or Action agenda items WILL BE HEARD AT THE TIME THE ITEM IS BEING CONSIDERED)

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. Instruction/Student Services
 - i. Consideration of Approval of Curriculum Modifications – CHC (p17)
 - ii. Consideration of Approval of Donation-SBVC (p21)

- b. Human Resources
 - i. Consideration of Acceptance of Employee Resignations (p23)
 - ii. Consideration of Acceptance of Employee Retirements (p24)
 - iii. Consideration of Approval of Adjunct and Substitute Academic Employees (p26)
 - iv. Consideration of Approval of Appointment of District Employees (p28)
 - v. Consideration of Approval of District Volunteers (p30)
 - vi. Consideration of Approval of Interim Management Appointments (p32)
 - vii. Consideration of Approval of Management Tuition Reimbursement (p34)
 - viii. Consideration of Approval of Non-Instructional Pay for Academic Employees (p35)
 - ix. Consideration of Approval of Professional Expert Short-Term and Substitute Employees (p41)
 - x. Consideration of Approval of Salary Advancement for Academic Employees (p54)
 - xi. Consideration of Approval of Stipends (p55)
 - xii. Consideration of Approval of Temporary Academic Employees (p57)
 - xiii. Consideration of Approval of the Revised Management Job Description and Reclassification of Incumbent (p58)
 - xiv. Consideration of Approval of New Management Job Description and Interim Appointments for KVCR (p63)
 - xv. Consideration of Approval of Revised Management Job Description, New Management Job Description, and Interim Appointments EDCT (p70)

c. Business & Fiscal Services

- i. Consideration of Approval of Professional Services Contracts-Agreements (p80)
- ii. Consideration of Approval of Purchase Order Report (p84)
- iii. Consideration of Approval of Purchasing from California Higher Education Strategic Sourcing Program (CHESS) (p87)
- iv. Consideration of Approval of Routine Contracts-Agreements and Memorandums (p88)
- v. Consideration of Approval of Surplus Property and Authorization for Private Sale or Disposal (p129)
- vi. Consideration of Approval of Vacation Payout (p138)
- vii. Consideration of Approval to Adopt a Resolution Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications (p139)
- viii. Consideration of Approval to Adopt a Resolution to Appropriate Funds (p142)
- ix. Consideration of Approval to Award Request for Proposal 2017-08 and Contract to Kone Elevator, Inc. of Cypress CA (p144)
- x. Consideration of Approval to Award RFP 2017-05 and Contract to Leepfrog Technologies, Inc. of Coralville IA (p145)
- xi. Consideration of Approval to Increase the Revolving Cash Account (p146)
- xii. Consideration of Approval of District & College Expenses (p147)
- xiii. Consideration of Approval of Individual Memberships (p157)
- xiv. Consideration to Approve Conference Attendance (p160)

d. Facilities

- i. Consideration of Approval of Amendment 001 to the Contract for Measure M Program Management Services with Kitchell CEM, Inc. of Ontario CA (p173)
- ii. Consideration of Approval of Non-Bond Construction Change Orders and Contract Amendments (p175)

11. ACTION AGENDA

- a. Consideration of Final Approval of Board Policies (p180)
- b. Consideration of Approval to Accept Board Policies for First Reading (p206)
- c. Consideration of Approval of Board of Trustees Strategic Directions for 2017-2018 (p216)
- d. Consideration of Approval to Ratify SBCCD Brand Assessment (p235)
- e. Consideration to Approve Career Technical Education (CTE) Committee as a Standing Committee (p237)
- f. Consideration of Approval to Conduct a Public Hearing in Accordance with Government Code 4217(p238)
- g. Consideration of Approval to Adopt a Resolution to Approve a Contract with Sunpower Corporation Systems, Inc (p243)

12. INFORMATION ITEMS

- a. Applause Cards (p244)
- b. Budget Report (p253)
- c. Clery Report (p268)
- d. General Fund Cash Flow Analysis (p270)
- e. CSEA MOUs (p272)
- f. CTA MOUs (p282)
- g. Summary of Measure M Construction Contract Change Orders and Amendments (p300)

13. PUBLIC COMMENT ON NON-AGENDA ITEMS

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

14. CONVENE CLOSED SESSION

Convene Closed Session for unfinished business on closed session items.

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

The next meeting of the Board: Board Study Session (Student Success Scorecard), July 27, 2017

**San Bernardino Community College District Board of Trustees
K-14 Joint Board Meeting Minutes
April 24, 2017**

Members Present:

Members Present:

Joseph Williams, President
Gloria Macias Harrison, Vice President
Donna Ferracone, Clerk
Dr. Donald L. Singer, Trustee
Dr. Anne L. Viricel, Trustee
Frank Reyes, Trustee
John Longville, Trustee

Members Absent:

None

Participants:

- Colton Joint Unified School District
- Fontana Unified School District
- Redlands Unified School District
- Rialto Unified School District
- Rim of the World Unified School District
- San Bernardino City Unified School District
- Yucaipa-Calimesa Joint Unified School District

CALL TO ORDER

President Williams called the meeting to order at 4pm.

PUBLIC COMMENTS

None

BREAKOUT EXERCISES

- How do we provide students the knowledge and support for college access, motivation, discipline for completion and career options?
- Set agenda for next meeting by prioritizing, for discussion, one common area of concern and one common area of opportunity.
 - Areas of Concern
 - Areas of opportunity
 - Report Out
 - Next Steps

NOTES FROM BREAKOUT EXERCISES

Willing to Try

- Willing to try...there's no one answer (marketing)
- Visiting churches, community groups, clubs, centers
- K-12 – Help support parents themselves to go to college; get them involved; parent awareness at college level
- Cultural competency/relevance

- Student to student contact – mentors/interns
- AVID – or AVID-like environments
- Participation/completion
- Development of students, teachers, parents, staff
- Focus on middle school students

Provide Choices

- Not all are ready for college right out of high school
- See success of students on assessment testing to determine assignment of curriculum
- Earlier exposure to college plus career plus entrepreneurship
- Better inform students about what jobs are available with their degrees

Knowledge & Support

- Individual attention
 - Completing paperwork
 - Meeting deadlines
- 1. Community support group(s)
- 2. District staff (maybe add \$)
- 3. Community college staff (no add \$)
- 4. Business partners
- 5. Volunteers (wide variety)
 - a. Community service hours
 - b. Boys & Girls clubs
- 6. AVID & AVID strategies
 - a. Including all grade levels
- Financial Aid
 - Sources
 - Processes
 - Cost requirement of college
 - Matriculation agreements
 - Tag transfer agreement guarantee
- 1. Social media (college board)
- 2. District/college websites
 - a. Affordability advantage
- 3. Collapse and assemble information sources
- 4. Teachers/mentors
- 5. Dual credit/community colleges
 - a. Increase # of middle college
- 6. AVID & AVID strategies

Fear of “Wasting” Time

- Wasting time and/or money (motivation issues)
 - Not able to get into classes
 - Starting/not completing
 - Spending \$/not competing

1. Parents/relatives/friends/mentors/other students
2. Matriculation agreements
3. Media/advertisements
4. Other sources/city
 - a. Community services programs
5. AVID & AVID strategies

Areas of Concern

- Counselors
- College/career
 - Do not focus on mechanics
- Students don't want to take out financial aid

Areas of Opportunity

- Getting assembled, relevant information to ALL stakeholders to ensure commitment and action (i.e. Students enrolled/attending college)

Next Steps

Ensure we have a focus on replicating what is created as a result of this process of student success. Establish drop box knowledge base for everyone to access.

Vertical articulation K-12/community college career readiness/dual enrollment

Ideas	Opportunity	Concerns
<ul style="list-style-type: none"> ○ Align Curriculum across K-12-community college ○ Aligned pathways "career" dual enrollment ○ Early education on community college ○ Joint conference for staff/student ○ Community college pathway to demand high ed. schools – promote where we have high transfer rates into higher ed ○ Ask students about their college access needs 	<ul style="list-style-type: none"> ○ Get other staff involved with student engagement around college and career readiness ○ College/career mentoring from community ○ Develop system members of the community can use to provide career advising. ○ Neer peer mentoring from colleges to HS ○ Share community college entrances assessment with K-12 	<ul style="list-style-type: none"> ○ Funding for counselors ○ Need system to monitor student goal attainment

Next Steps – “Town Hall”

- Hear from students across system:
 - What the barriers
 - Where and how they overcome (KVCR)
 - High school students need to hear key stakeholders - need to present
 - Student ETA bring to table
 - Staff to staff meetings
 - Increase dual enrollment

Review:

How are students performing on community college entrance test – Joint resolution to state in support of data access?

ADJOURN

President Williams adjourned the meeting at 6:15pm.

Donna Ferracone, Clerk



Meeting of the San Bernardino Community College District Board of Trustees
Annual Board Retreat Minutes
SBCCD Board Room
May 30-31, 2017, 8:30 a.m. – 4:00 p.m.

Facilitated by Dr. Pamela J. Fisher, ACCT Consultant
DAY ONE: “IMPLEMENTING BEST PRACTICES”

Members Present:

Joseph Williams, President (left at 10:10am, returned at 11:30am)
Gloria Macias Harrison, Vice President (left at 1:40pm)
Donna Ferracone, Clerk
John Longville, Trustee
Dr. Donald L. Singer, Trustee
Dr. Anne L. Viricel, Trustee
Frank Reyes, Trustee (left at 10:30am, returned at 11:45am)

Members Absent:

None

CALL TO ORDER – PLEDGE OF ALLEGIANCE

President Williams called the meeting to order at 8:28am. Trustee Viricel led the pledge of allegiance.

PUBLIC COMMENTS

None

Due to scheduling conflicts with emergencies, the Board agreed to begin the agenda with a reflection of the past year, extending the May 30 Retreat to 5pm, and conclude at 1pm on May 31.

REFLECTING ON THE PAST YEAR: ACCOMPLISHMENTS AND CHALLENGES

BOARD OF TRUSTEES ANNUAL SELF-EVALUATION

- Board committee to work on the self-evaluation questions.
 - Q1 may not be appropriate for the survey next year as this tool is the Board’s self-assessment.
 - Q6 needs clarification. Is it about student success or relationships with the Chancellor?
 - Q8 is a two-part question that should be two different questions. “Diverse interests” should be clarified. What are the strategies internally and externally to seek input?
 - Q10: Give the Board more information on closed session items.
 - Q13: Revise the question so it is not a YES/NO question.
 - Q15: Summary in June of who attended events.
 - Q16: Revise the question – more toward college foundations and advocating fund-raising.
 - Q19: Concerns should follow proper protocol and taken to the Chancellor. Board members should not give candidates applying for employment at SBCCD a letter of reference.

- Q20: Too broad. Example: To what extent does the board provide support to District Student Success?
- Consider Board priorities for the Board (what the Board wants to do). Consider a study session to develop Board priorities.

ANNOUNCEMENT OF CLOSED SESSION ITEMS

- Update on Goals, Government Code Section 54957(b)(1), Title: Chancellor

PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None

CONVENE CLOSED SESSION

Closed session convened at 10:45am.

RECONVENE PUBLIC MEETING

Public meeting reconvened at 12:33pm.

REPORT OF ACTION IN CLOSED SESSION

None

EFFECTIVE TRUSTEESHIP: KEY BEST PRACTICES

- Policy vs. Operations
- Communication Protocols/Constituent Concerns
- Role of the Chair
- Board Committees
- Effective Meetings

BOARD POLICY REVIEW

- Board Role in Policy and Procedure Development
- Status of Current Review
- Policy and Procedure Alignment
- Policy on Policies (BP and AP 2410)
- Policy and Procedures for Chancellor Evaluation (BP and AP 2435)
- Miscellaneous Board Policies and Procedures
- Next Steps

ADJOURN

President Williams adjourned the meeting at 4:00pm.

Donna Ferracone, Clerk
SBCCD Board of Trustees

Items Discussed on May 30, 2017 for consideration:

- Suggestions regarding comments from last year:
 - Improve presentations given to the board.
 - Test run presentations with a supervisor using equipment in the Board room.
 - More consistency in what is being presented.
 - Needs an editor who will condense the verbal report.
 - Start with four parts, each answered in a sentence or two: What's the reason, is it required, what are the results, and what is next?
 - The Board tells Chancellor what the outcome should be. The Chancellor determines the process and method in which it is accomplished.
 - When the Board is asked questions, the Board should direct the question to the Chancellor.
 - The Board should be clearer in their expectations.
- Staff should not be in Board committees.
- Is it standing or ad hoc? The charge for ad hoc committees provides insights to bring back a recommendation to the full board. Review structure of board committees (is the board getting into the "weeds"? Are the committees more administrative?). Board Executive team is to review the charge, composition, and whether there is a need for each committee.
- Add committee charges to the website.
- Dissolve the Board to Board Ad Hoc as they are already in progress as a whole.
- Ideas to increase efficiency for the Board agenda:
 - Speaking to Board Items – The Board agreed to adjust the agenda relative to public comments. Comment on closed sessions, comments on agenda items as they come, and public comments on non-agenda items. Changes should be reflected on public comment form
- We are up to date for accreditation. Currently working on vacation policy to include a statement from the Board encouraging staff to take vacations.
- BP 2410 Add "in matters relating to Board policies in Chapter 2, the Board will submit board policies and policy changes to District Assembly for information only. Board agreed to submit AP and BP to July Board Meeting.
- Submit BP and AP 2435 after BP and AP 2410. The evaluation should not be the same as what is used for managers. Use one evaluation for the campuses and another evaluation for others. Suggested use of a modified 360 evaluation. How the information from the evaluation is handled is critical.



**San Bernardino Community College District Board of Trustees Annual Retreat (continued)
DAY TWO: "CREATING OUR FUTURE"
Agenda**

Members Present:

Joseph Williams, President
Donna Ferracone, Clerk
John Longville, Trustee
Dr. Donald L. Singer, Trustee (left at 1:07pm)
Dr. Anne L. Viricel, Trustee
Frank Reyes, Trustee

Members Absent:

Gloria Macias Harrison, Vice President

CALL TO ORDER

President Williams called the meeting to order at 8:20am.

PUBLIC COMMENTS

None

SBCCD'S ORGANIZATIONAL CULTURE

Strengths and Weaknesses

Collegial Consultation

District and Colleges Relationships

Change Management

SBCCD'S OVERVIEW OF CURRENT PLANNING PROCESS

Kinds of Plans, Terminology and Definitions

Process: Who Does What and When?

THE BOARD'S ROLE IN PLANNING

Opportunities and Responsibilities

Board Imperatives

Board's Goals

Chancellor's Goals

CRITICAL ISSUES TO ADDRESS

Integration and Alignment of Components

Utilization of Board Input and Direction

Possible Process Changes Going Forward

SUMMARY AND PROPOSED FOLLOW-UP

ADJOURN

President Williams adjourned the meeting at 1:30pm.

Donna Ferracone, Clerk
SBCCD Board of Trustees

Items Discussed on May 31, 2017 for consideration:

- Glen Kuck gave a presentation on collegial consultation and institutional planning as attached.
- Colleges report out on program review in the fall and complete program review in April.
- The Board Annual Planning Engagement Calendar provides the board with three opportunities to “deep dive” into the planning.
- Change the title of Board Imperatives to Board Direction.
- Glen suggested a mid-year and end of year study session for deep dives contextualized in the Board’s planning.
- College student success committees should collaborate to bring the board the requested information.
- Board ad hoc committees should be called as needed for deep dives into specific information.
- If a Board member would like to have an item placed on the agenda, they should send the request to President Williams.
- Board’s Ad Hoc committee for student success could come together as needed.
- President’s written report can be read by board members and not reported on at the board meetings.
- Board Policy committee will make changes in this order: BP/AP 2410, BP 2435, BP/AP 2510
- District started their program review. Reporting out will begin in the fall.
- State of the College (progress toward educational master plan, accreditation, and college plans) presentation given to the Board in April. The Board will then have an opportunity to dialogue and give input on how to help the colleges toward accomplishing plans.
- The Board would like to see a feasibility study for calendar options.
- Board Retreat should take place in May to align with the updates and goals for the year.
- Effective the fall, to better position ourselves with the colleges, the District is now known as Central Services. The District refers to all sites district-wide.
- Chancellor’s Goals
 - Publish the goals
- Record and ensure more effective meetings.

- Carefully examine the utilization of the KVCR proceeds.
 - One time funding
 - How it should be used
 - Ongoing funding
 - Collegial consultation

District Budget committee drafted a recommendation to the Board Budget committee who will meet in June for review. The Board Budget committee will make a recommendation to the full Board in July.

- Cancel the presentation Glen was scheduled to do. Already covered at Board Retreat.
- Send ideas for Board Priorities to Joseph
- Email ideas the Board would like to have study sessions on. Email Joseph and Joseph will discuss with the Executive Committee.
- Terminology changes should be publicized.
- Publish Board Directions and Chancellor's Goals at the July Board meeting.

A new set of terminology will be used in the planning process. It is as follows:

- Institutional Values (done)
- Board Directions (formerly Board Imperatives - being drafted)
 - Student Success/Outcomes
 - Fiscal Stability
 - Diversity/Equity/Inclusion
 - Adopt best practices from Guided Pathways integrating funding for SSSP, basic skills, and student equity
 - Continue the development and implementation of district wide institutional processes
- Chancellor's Goals (done in February)
- Board's Priorities (comes out of board self-assessment - to be drafted)

Board priorities reflect those issues the Board believes are critical to the effectiveness of the Board and thus to the success of the District. They will be a focus of Board inquiry, discussion, and activity. For the 2017-2018 academic year, those priorities are:

- Complete the review of policies and procedures in Section 2000 of the Board Policy manual to ensure they are consistent with Board values and best practices.
- Increase the efficiency and effectiveness of board meetings by
 - Restructuring the number, timing and content of reports to the Board
 - Requesting that the format and content of formal presentations to the Board be brief, use a similar format where possible, focus on highlighting the most relevant points, and allow for more dialogue
 - Expecting that most agenda items will indicate their relevance to a specific board policy, board direction, or institutional goal
 - Spending more time during the board meetings focusing on the Big Picture, long-term issues.



- Create an annual plan for rigorously monitoring college/district progress on key issues.
- Take responsibility for thoroughly reviewing options for the use of anticipated new revenues from a one-time source.
- Implement activities to expand the Board's connection to the communities throughout the service area to ensure the colleges are meeting their needs and taking advantage of potential opportunities and partnerships.
- Identify and conduct Study Sessions on critical topics such as, but not limited to, fiscal stability, enrollment management, flexible calendars and more.
- Ensure that Study Session meetings do not morph into business meetings and that campus constituencies are encouraged to participate.
- Continue to work toward being a cohesive proactive governing board that understands its role while challenging, supporting, and holding accountable the entire District in the pursuit of excellence.

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: July 13, 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
July 13, 2017

INFORMATION ONLY

COURSE MODIFICATION

COURSE ID	COURSE TITLE
ART 119	Digital Video Production

COURSE TITLE: Digital Video Art
DEPARTMENTAL RECOMMENDATION: None
MINIMUM SEMESTER HOURS:
LECTURE: 16
LAB: 96

Equate: Course does not equate with SBVC. Course is not offered at SBVC.
Effective: Fall 2017
Rationale: Correction - The information above was missing from the board item approved at the April 10, 2014 Board meeting.

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

MINIMUM SEMESTER HOURS:
LECTURE: 2
LAB: 42
CATALOG DESCRIPTION: Discussion and observation of the physical and historical geology and natural history of the Western Mojave Desert with emphasis in the high desert area of Rainbow Basin. Lectures prior to the field trip and geologic tools will be utilized to observe, explore, and understand the geology of the region of study. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.
SCHEDULE DESCRIPTION: Discussion and observation of the physical and historical geology and natural history of the Western Mojave Desert with emphasis in the high desert area of Rainbow Basin. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.

Equate: Course does not equate with SBVC. Course is not offered at SBVC.
Effective: Fall 2017
Rationale: Correction - The course was approved at the June 8, 2017 Board meeting effective Fall 2018. The course should be effective Fall 2017.

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

MINIMUM SEMESTER HOURS:
LECTURE: 2
LAB: 42
CATALOG DESCRIPTION: Discussion and observation of the physical and historical geology and natural history of the northern part of the Sierra Nevada, including Mammoth Mountain and the Long

Curriculum Meeting: 05-08-17
 Conjoint Meeting: 06-26-17
 Board of Trustees Meeting: 07-13-17
 2 of 4

Valley Caldera. Lectures prior to the field study and geologic tools will be utilized to observe, explore, and understand the geology of the area. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.

SCHEDULE DESCRIPTION: Discussion and observation of the physical and historical geology and natural history of the northern part of the Sierra Nevada, including Mammoth Mountain and the Long Valley Caldera. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.

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

Effective: Fall 2017

Rationale: Correction - The course was approved at the June 8, 2017 Board meeting effective Fall 2018. The course should be effective Fall 2017.

COURSE ID	COURSE TITLE
HIT 101	Medical Terminology

Equate: CIT 144 at SBVC

Effective: Fall 2017

Rationale: Correction – The course was approved at the May 11, 2017 Board meeting effective Fall 2018 as a six-year revision; add Distance Education component. The course should be effective Fall 2017.

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

Curriculum Meeting: 05-08-17

Conjoint Meeting: 06-26-17

Board of Trustees Meeting: 07-13-17

3 of 4

CIS 190D	Software Development Internship	1.00 – 3.00
MATH 102	College Algebra	4.00
	TOTAL UNITS:	15 .00

Effective: **Fall 2017**

Rationale: Correction - The program was approved at the May 11, 2017 Board meeting effective Fall 2017. The units are being change from 15.00 – 16.00 units to 15.00 units.

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: July 13, 2017
SUBJECT: Consideration of Approval of Donation – SBVC

RECOMMENDATION

It is recommended that the Board of Trustees accept the following donations from Carrier Corporation/Russell Sigler, Inc., Bill Fisher/TEC Equipment, and MAZAK Corporation-Rudy Canchola.

OVERVIEW

The following donations are being made to the HVAC/R, Diesel and Machine Trades Departments respectively, within Applied Technology, Transportation, and Culinary Arts Division:

<u>Donations</u>	<u>Source</u>
(1) 24VNA949 Condensing Unit (cooling)	TEC Equipment
(1) 59TN6 Furnace (96% efficient, condensing)	
(1) Evaporator Coil	
(1) Communicating Control	
(1) 2011 Volvo Truck	Bill Fisher, TEC Equipment
(100) CAT40 Tool Holders	MAZAK Corp-Rudy Canchola
(1) CNC CAT40 Tool Cabinet	
(4) CAT40 Tool Holder Carts	

ANALYSIS

The donations, being made by TEC Equipment, Riverside, CA, of the HVAC equipment is valued at \$10,000. This donation is very useful to the HVAC Program because the equipment is technologically advanced, is the latest technology in Carrier's residential line of equipment and will provide hands-on training for the students in the HVAC/R classes.

The donation, being made by Bill Fisher, TEC Equipment, Riverside, CA, of the 2011 Volvo Truck is valued at \$30,000. This item is very useful to the Diesel Department because this will serve as a hands-on training tool for the students registered in the Diesel Program and who are choosing Diesel Technology as their career choice.

The donations being made by MAZAK Corporation – Rudy Canchola, Gardena, CA, is valued at \$3,133.00. These items are very useful to the Machine Trades Department because it allows the setup of tools permanently and promotes the use of various tools without having to disassemble them.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Amalia Perez, Director, Human Resources
DATE: July 13, 2017
SUBJECT: Consideration of Acceptance of Employee Resignations

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of the employees

OVERVIEW

Laurens Dekoekkoek, Grounds Caretaker, Maintenance & Operations, SBVC, 3 years of service. Last day of employment is June 22, 2017.

Ricky Shabazz, Vice President, Student Services, SBVC, 3 years of service. Last day of employment July 7, 2017.

Sherrie Loewen, Dean, Math, English, Reading & Instructional Support, CHC. 1 year of service. Last day of employment is June 30, 2017.

ANALYSIS

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

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business & Fiscal Services
PREPARED BY: Amalia Perez, Director, Human Resources
DATE: July 13, 2017
SUBJECT: Consideration of Acceptance of Employee Retirements

RECOMMENDATION

It is recommended that the Board of Trustees accept the retirement of the employees on the attached list.

OVERVIEW

The employees on the attached list are submitted for approval.

ANALYSIS

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

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

None.

Acceptance of Employee Retirements
July 13, 2017

Laz Mascarenhas, Senior Technology Support Specialist, TESS, District, retiring after 37 years of service. Last day of employment is June 29, 2017.

Earnest Higgins, Lead Custodian, Facilities, District, retiring after 13 years of service. Last day of employment is August 25, 2017.

Mary Colleen Leon, Administrative Assistant I, TESS, District, retiring after 16 years of service. Last day of employment is June 29, 2017.

Frank Gallegos, Broadcast Operator, KVCR, District, retiring after 2 years of service. Last day of employment with the district is June 1, 2017.

Richard Kirkhart, Grounds Caretaker, Grounds, CHC, retiring after 27 years of service. Last day of employment is June 30, 2017.

John Gist, Counselor, CHC, retiring after 19 years of service. Last day of employment is December 23, 2017.

Dennis Jackson, Instructor, Psychiatric Technician, Psychiatric Technology, SBVC, retiring after 22 years of service. Last day of employment is June 30, 2017.

Bridget Candelaria, Secretary, Office of Instruction, SBVC, retiring after 27 years of service. Last day of employment is August 31, 2017.

Margaret Gonzales, Secretary, Admissions and Records, SBVC, retiring after 18 years of service. Last day of employment is June 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: Dr. Wei Zhou, President, CHC
Diana Rodriguez, President, SBVC

DATE: July 13, 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 2017-2018 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 2017-2018 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 2017-2018 budget.

Adjunct & Substitute Academic Employees
July 13, 2017

Crafton Hills College

<u>NAME</u>	<u>DISCIPLINE</u>
Alfara, Lina	Non Credit ESL
Allen, Dedra Jackson	Non Credit Business
Alvarez, Richard	Counselor, High School Dual Enrollment, College Life
Blain, Jennifer	Business Administration
Derosier, Wendy	Kinesiology
Harsch, Ryan	Non Credit Business
Hill, Mary Jane	Non Credit ESL
Gomez, Elitania	Counselor, High School Dual Enrollment, College Life
Jaravata-Hanson, Rodolfo	Allied Health
Kevari, Jacob	Economics
Kimball, Megan	Theatre Arts
Limoges, Kevin	Computer Information Systems
Marion, Jeremy	Anatomy
Maule, Jonathan	English, Reading
Pennington, Annie	Librarian
Sternard, Evan	Counselor, High School Dual Enrollment, College Life
Tambara, Lucy	History
Vallely, Jennifer	Non Credit ESL
Willison, Wesley	History
Yau, Margaret	Computer Information Systems, Computer Science

San Bernardino Valley College

*Academic Year 2016-2017

<u>NAME</u>	<u>DISCIPLINE</u>
Alsina, Eileen	Vocational Education
Bowlin, Bradford	Heating, Ventilation, Air-Conditioning and Refrigeration
Childers, Karen	Vocational Education
Mendoza, Nicole	Student Development
Murillo, Charles	Vocational Education
Murillo-Peters, Dena	Vocational Education
Parnell, Robert	Vocational Education
Vasquez, Leo	Vocational Education

*Necessary paperwork not completed timely

Academic Year 2017-2018

Kimbrough, Pamela	Chemistry
Laronga, Barbara	Music
Moffatt, Nela	Chemistry
Munivar-Mendoza, Elsa	Water Supply Technology
Murdock, Skyler	Automotive
Porras, Michael	Reading
Regner, Don	Electricity/Electronics
Robertson-Estrada, Krista	History
Rosvall, Scott	Diesel
Shea, Edward	English
Syphengpheth, Kamphoune	Art
Williams, Theresa Kaye	Reading

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: July 13, 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, of the employees on the attached list.

OVERVIEW

The employees on the attached list are submitted for approval.

ANALYSIS

All requirements for employment processing have been or will be completed. Employees will not commence work until all requirements are complete.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2017-2018 budget.

Appointment of District Employees
July 13, 2017

Tiffany Aguilar, Human Resources Generalist, Human Resources, District, Confidential Salary Schedule, Range 4, Step A, \$4,968.62 per month, New Position from reorganization. Effective Date July 14, 2017, Human Resources General Fund. Live Scan clearance 6/13/2017.

Kristina Hannon, Director of Human Resources, Human Resources, District, Management Salary Schedule, Range 19, Step C, \$123,271.58 annually, New Position from reorganization. Effective Date July 10, 2017. Human Resources General Fund. Live Scan clearance 6/2/2017.

Joel Thornton, Instructor, Multimedia, Crafton Hills College, 177 days. Salary placement to be determined upon verification of education and experience. New Position. Effective August 10, 2017. Strong Workforce Fund. Live Scan clearance 5/25/2017.

Cheryl DiBartolo, Instructor, Anthropology Crafton Hills College, 177 days. Salary placement to be determined upon verification of education and experience. New Position. Effective August 10, 2017. CHC Instructional Fund. Live Scan clearance pending – candidate out of state.

Khetam Bakhit, Vice President of Instruction, Crafton Hills College, Management Salary Schedule Range 23, Step B, \$142,700.59 annually, Replacement for Brian Reece. Effective July 17, 2017. Instruction General Fund. Live Scan Clearance 1/18/2017.

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
Dr. Wei Zhou, President, CHC
Diana Rodriguez, President, SBVC

DATE: July 13, 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.

Approval of District Volunteers
July 13, 2017

Crafton Hills

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Clinton, Kaleen	Counseling	07/14/2017-12/31/2017
Hogan, Ryan	Counseling	07/14/2017-12/31/2017
Lateef, Shatiyyah	Counseling	07/14/2017-12/31/2017
Mills, Lisa	Counseling	07/14/2017-12/31/2017
Perez, Iris	Student Services-EOPS	07/14/2017-12/29/2017
Uribe, Reyna	Counseling	07/14/2017-12/31/2017
Vuong, Tracy	Anatomy/Physiology	07/14/2017-12/31/2017

San Bernardino Valley College

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Acevedo, Christina	Social Sciences/Athletics	07/14/2017-12/31/2017
Aldapa, Luz	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Blanton, Michael	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Caballero, Alejandro	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Cardenas, Carolyn	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Carranza, Araceli	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Cobian, Marissa	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Dragan, Nicoleta	Student Services/Student Health Services	07/17/2017-12/31/2017
Dye, Nicole	Arts & Humanities/Art Department	08/14/2017-12/22/2017
Flores-Ibarra, Fernanda	Student Services/Student Health Services	07/17/2017-12/31/2017
Gutierrez, Alondra	Social Sciences/Athletics	07/14/2017-12/31/2017
Hale, Gage Allen	Social Sciences/Athletics	07/14/2017-12/31/2017
Holguin, Larissa	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Hudspeth, Portia	Social Sciences/Athletics	07/14/2017-12/31/2017
Hunt, Ezra	Arts & Humanities/Art Department	08/14/2017-12/22/2017
Johnson, Lexus	Social Sciences/Athletics	07/14/2017-12/31/2017
Jones, Dashaun	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Lawler, Mary	Social Sciences/Athletics	07/14/2017-12/31/2017
Livoni, Cathy	Arts & Humanities/Art Department	08/14/2017-12/22/2017
Mack, Joseph	Social Sciences/Human Services	07/14/2017-12/22/2017
Nieves, Steve	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Oden, Danielle	Social Sciences/Athletics	07/14/2017-12/31/2017
Ortiz, Celeste	Social Sciences/Athletics	07/14/2017-12/31/2017
Partida, Cassandra	Social Sciences/Athletics	07/14/2017-12/31/2017
Paz, Sergio Jr.	Social Sciences/Athletics	07/14/2017-12/31/2017
Ramirez, Kandace	Social Sciences/Athletics	07/14/2017-12/31/2017
Rivera, Dayana	Social Sciences/Athletics	07/14/2017-12/31/2017
Robinson, Laurie	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Rocha, Cesar	Social Sciences/Athletics	07/14/2017-12/31/2017
Rodriguez, Dana	Social Sciences/Athletics	07/14/2017-12/03/2017
Saldana, Eric	Social Sciences/Athletics	07/14/2017-12/31/2017
Spletzer, Amelia	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Stuart, Raymond	Social Sciences/Criminal Justice	07/14/2017-12/31/2017
Syphengpheth, Kamphoune	Arts & Humanities/Art Department	08/14/2017-12/22/2017
Taylor, David	Arts & Humanities/Art Department	08/14/2017-12/22/2017
Vara, Alisha Marie	Student Services/Student Health Services	07/17/2017-12/31/2017
White, Jessica	Social Sciences/Athletics	07/14/2017-12/31/2017

District

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Lewis, James D.	KVCR Development	07/01/2017-12/31/2017
Cabrera, Elias	KVCR	07/01/2017-12/31/2017

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: July 13, 2017

SUBJECT: Consideration of Approval of Interim Management Appointments

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of, and ratify the employment contracts for the employees on the attached list.

OVERVIEW

The employees 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
July 13, 2017

Scott Thayer, Interim Vice President, Student Services, SBVC, Management Salary Range 23, Step D \$157,329.78 annually effective June 26, 2017 through June 30, 2018 or until position is filled on a permanent basis, whichever occurs first, Replacement for Ricky Shabazz. Funding Source is Vice President of Student Services General Fund. Live Scan Clearance 6/16/2017.

Lorrie Burnham, Interim Dean of the Science Division, SBVC, Management Salary Schedule Range 19, Step B, \$115,666.36 annually, effective July 17, 2017 through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first. Funding Source Science Division General Fund. Replacement for Susan Bangasser. Live Scan Clearance 6/1/1998.

Robert Brown, Interim Dean of Division of Letters, Arts and Mathematics, CHC, Management Salary Schedule Range 19, Step A, \$111,812.38 annually, effective July 17, 2017 through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first. Funding Source Letters, Arts and Mathematics Division General Fund. Replacement for Sherrie Loewen. Live Scan Clearance 6/1/2006.

Daniel Word, Interim Dean of Division of Career Education and Human Development (CEHD), CHC, Management Salary Schedule Range 19, Step E, \$135,908.32 annually, effective July 17, 2017 through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first. Funding Source Division of Career Education and Human Development General Fund. Replacement for June Yamamoto. Live Scan Clearance 6/30/1992.

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, Director, Human Resources

DATE: July 13, 2017

SUBJECT: Consideration of Approval of Management Tuition Reimbursement

RECOMMENDATION

It is recommended that the Board of Trustees approve the management tuition reimbursement for Diana Rodriguez.

OVERVIEW

Diana Rodriguez, College President, SBVC, is requesting tuition reimbursement to pursue an Ed.D in Educational Leadership, from Northcentral University.

ANALYSIS

This request is in compliance with Board Policy 7250 which states that management personnel shall be eligible for tuition cost and reimbursement from an accredited institution and no tuition cost paid by the District is to exceed 80% of a per unit basis cost of similar course work at the University of California.

BOARD IMPERATIVE

III. Resource management for efficiency, effectiveness, and excellence.

FINANCIAL IMPLICATIONS

Included in the 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
Dr. Wei Zhou, President, CHC
Diana Rodriguez, President, SBVC

DATE: July 13, 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 and 2017-2018 budgets.

Non-Instructional Pay
July 13, 2017

Crafton Hills College

Academic Year 2016-2017

Bartlett, Ryan, Honors Component**, 06/05/2017* to 08/11/2017, not to exceed 10 hours. Funding source is Honors General Fund.

Callahan, Kenyon, Honors Component**, 06/05/2017* to 08/11/2017, not to exceed 10 hours. Funding source is Honors General Fund.

Davil Jackson, Vocational, Non-Credit Strong Workforce Instructor In-Service Workshop, 04/14/2017*, not to exceed 4 hours. Funding source is Basic Skills.

Gunter, Melody, Honors Component**, 01/17/2017* to 05/25/2017, not to exceed 10 hours. Funding source is Instruction General Fund.

Hadden, Jay, Honors Component**, 06/05/2017* to 08/11/2017, not to exceed 10 hours. Funding source is Honors General Fund.

McConnell, Mark, Academic Senate President, assist with hiring process of an Interim Dean of Career Education and Human Development and Interim Dean of Letters, Arts and Mathematics, 06/19/2017 to 06/22/2017, not to exceed 10 hours. Funding source is Instruction General Fund.

McKee, Julie, Honors Component**, 06/05/2017* to 08/11/2017, not to exceed 10 hours. Funding source is Honors General Fund.

Pennington, Anne, Adjunct Librarian, backfill for unfilled Librarian Coordinator position, 04/17/2017* to 05/26/2017, not to exceed 115 hours. Funding source Library General Fund.

Wassing, Amy, Honors Component**, 06/05/2017* to 08/11/2017, not to exceed 10 hours. Funding source is Honors General Fund.

Williams, Gary, Honors Component**, 06/05/2017* to 08/11/2017, not to exceed 10 hours. Funding source is Honors General Fund.

Academic Year 2017-2018

Anderson, Jonathan, California Accelerated Project Research English which will develop strategies for designing and implementing accelerated courses for English/Reading, 07/13/2017 to 08/11/2017, not to exceed 20 hours. Funding Source is Basic Skills Categorical Funding.

Anderson, Jonathan, California Accelerated Project Research English for establishing criteria and develop courses for ENGL 976 and READ 980 for fast-track pilot in Spring 2018, 08/14/2017 to 12/21/2017, not to exceed 20 hours. Funding Source is Basic Skills Categorical Funding.

Cummings, Lou'Rie, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 08/14/2017 to 12/22/2017, not to exceed 422 hours. Funding Source is Student Success and Support Program.

De la Pena, Susana, research for potential Puente Project, 07/13/2017 to 12/22/2017, not to exceed 80 hours. Funding source is Basic Skills Categorical Funding.

Delmonico, Shana, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 07/01/2017* to 08/11/2017, not to exceed 50 hours, Funding source is Student Success and Support Program.

Douthit, Milly, Adjunct Counselor, Disabled Student Programs and Services, meet with students for Ed Plans, LD testing. Etc., 07/01/2017* to 12/31/2017, not to exceed 422 hours. Funding source is Disabled Student Programs and Services.

Franklin, Kimberly, Adjunct Librarian, backfill for unfilled Librarian Coordinator position, 07/01/2017* to 08/11/2017, not to exceed 138 hours. Funding source is Library General Fund.

Fry, Maureen, Adjunct Counselor, Disabled Student Programs and Services, meet with students for Ed Plans, LD testing. Etc., 07/01/2017* to 12/31/2017, not to exceed 422 hours. Funding source is Disabled Student Programs and Services.

Fyfe, Brooke, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 08/14/2017* to 12/22/2017, not to exceed 422 hours. Funding Source is Student Success and Support Program.

Garcia, Claudia, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 08/14/2017 to 12/22/2017, not to exceed 422 hours. Funding Source is Student Success and Support Program.

Hoehn, Marisela, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 08/14/2017 to 12/22/2017, not to exceed 422 hours. Funding Source is Student Success and Support Program.

Hyatt-Myers, Diana, Adjunct Librarian, backfill for unfilled Librarian Coordinator position, 07/01/2017* to 08/11/2017, not to exceed 138 hours. Funding source is Library General Fund.

Langenfeld, Elizabeth, researching for a potential ESL program, 07/13/2017 to 08/11/2017, not to exceed 20 hours. Funding Source is Basic Skills Categorical Funding.

Martin, Lisa, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 08/14/2017 to 12/22/2017, not to exceed 422 hours. Funding Source is Student Success and Support Program.

Pennington, Anne, Adjunct Librarian, backfill for unfilled Librarian Coordinator position, 07/01/2017* to 08/11/2017, not to exceed 138 hours. Funding source is Library General Fund.

Quintanar, Brittnee, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 08/14/2017 to 12/22/2017, not to exceed 422 hours. Funding Source is Student Success and Support Program.

Scott, Bradley, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 07/01/2017* to 08/11/2017, not to exceed 50 hours. Funding source is SSSP.

Scott, Mary (Trish), Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 07/01/2017* to 08/11/2017, not to exceed 50 hours. Funding source is SSSP.

Scott, Shella, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 08/14/2017 to 12/22/2017, not to exceed 422 hours. Funding Source is Student Success and Support Program.

Tinoco, Michelle, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 07/14/2017 to 12/22/2017, not to exceed 422 hours. Funding source is Student Success and Support Program.

Walsh, Sherry, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 07/01/2017* to 08/11/2017, not to exceed 50 hours. Funding source is SSSP.

Wilson, Debbie, Adjunct Counselor, provide counseling, Ed Plan development and other counseling services in Counseling, Transfer and Career Center, 08/14/2017 to 12/22/2017, not to exceed 422 hours. Funding source is Student Success and Support Program.

Woodcock, Alexandra, Adjunct Librarian, backfill for unfilled Librarian Coordinator position, 07/01/2017* to 08/11/2017, not to exceed 138 hours. Funding source is Library General Fund.

**Honors Component: This pay is given to faculty members who have taken on an honors component with their taught course. Students work with their professors to customize their projects, tailoring them to their interests, goals or needs. Each Honors Component may be designed to deepen knowledge of course subject matter and to apply subject matter of the course to the student's major or career goals.

*Necessary paperwork not completed timely

San Bernardino Valley College

Academic Year 2016-2017

Corrales, Athena, will present nursing workshops for students, develop remediation strategies for nursing students, and provide general counseling for pre and current nursing students, *5/1/2017 to 6/30/2017, not to exceed 550 hours. Funding source is the Nursing Enrollment and Growth Grant.

*Necessary paperwork not completed timely

Academic Year 2017 - 2018

Alfano, Jay, to develop curriculum for non-credit certificates in the Computer Information Technology/Computer Science Department, 7/14/2017 to 12/31/2017, not to exceed 20 hours. Funding source is the Digital Media Disciplines Grant.

Azzou, Hamid, to develop curriculum for non-credit certificates in the Computer Information Technology/Computer Science Department, 7/14/2017 to 12/31/2017, not to exceed 20 hours. Funding source is the Digital Media Disciplines Grant.

Burnham, Lorrie, to assist with Super Saturday outreach and one-stop registration and assessment events in the Big Bear/Mountain Communities, 7/17/2017 to 6/30/2018, not to exceed 16 hours. Funding source is the Big Bear General Funds.

Collette, Richard, to develop curriculum for non-credit certificates in the Computer Information Technology/Computer Science Department, 7/14/2017 to 12/31/2017, not to exceed 20 hours. Funding source is the Digital Media Disciplines Grant.

Cook, Carol, to prepare and present workshops for the Nursing Success Academy, 7/31/2017 to 8/3/2017, not to exceed 12 hours. Funding source is the Nursing Enrollment and Growth Grant.

Corrales, Athena, will present nursing workshops for students, develop remediation strategies for nursing students, and provide general counseling for pre and current nursing students, 7/14/2017 to 6/30/2018, not to exceed 106 hours. Funding source is the Nursing Enrollment and Growth Grant.

Dubois-Eastman, Kim, to prepare and present workshops for the Nursing Success Academy, 7/31/2017 to 8/3/2017, not to exceed 5 hours. Funding source is the Nursing Enrollment and Growth Grant.

Duran, Shirlee, to prepare and present workshops for the Nursing Success Academy, 7/31/2017 to 8/3/2017, not to exceed 6 hours. Funding source is the Nursing Enrollment and Growth Grant.

Fender, Rochelle, to prepare and present workshops for the Nursing Success Academy, 7/31/2017 to 8/3/2017, not to exceed 5 hours. Funding source is the Nursing Enrollment and Growth Grant.

Fenton, Sherri, to develop and update Aeronautics curriculum for career pathways, 7/17/2017 to 8/11/2017, not to exceed 30 hours. Funding source is the Ready to Accelerate My Pathways Grant.

Gamboa, Darlene, to prepare and present workshops for the Nursing Success Academy, 7/31/2017 to 8/3/2017, not to exceed 12 hours. Funding source is the Nursing Enrollment and Growth Grant.

Heibel, Todd, to support the Big Bear Program as a faculty mentor for the ITV technology, 7/17/2017 to 6/30/2018, not to exceed 16 hours. Funding source is the Big Bear General Funds.

Hird, Scott, substitute as needed for the Big Bear Program Coordinator, 7/14/2017 to 6/30/2018, not to exceed 50 hours. Funding source is the Big Bear General Funds.

Jackson, Beverlyn, to prepare and present workshops for the Nursing Success Academy, 7/31/2017 to 8/3/2017, not to exceed 5 hours. Funding source is the Nursing Enrollment and Growth Grant.

Maestre, Joanne, will provide instructional support to tutors and students utilizing the Reading Lab and Writing Center, 7/17/2017 to 12/31/2017, not to exceed 155 hours. Funding source is Basic Skills Funds.

Massad, Sana, to prepare and present workshops for the Nursing Success Academy, 7/31/2017 to 8/3/2017, not to exceed 8 hours. Funding source is the Nursing Enrollment and Growth Grant.

Maurizi, Tamara, to prepare and present workshops for the Nursing Success Academy, 7/31/2017 to 8/3/2017, not to exceed 5 hours. Funding source is the Nursing Enrollment and Growth Grant.

Metu, Reginald, to develop curriculum for non-credit certificates in the Computer Information Technology/Computer Science Department, 7/14/2017 to 12/31/2017, not to exceed 40 hours. Funding source is the Digital Media Disciplines Grant.

Murrillo, Joan, to prepare and present workshops for the Nursing Success Academy, 7/31/2017 to 8/3/2017, not to exceed 12 hours. Funding source is the Nursing Enrollment and Growth Grant.

Pires, Romana, Coordinator for Textbook Affordability related to the Open Education Resource Program, *7/1/2017 to 6/30/2018, not to exceed 63 hours per semester. Funding source is the AB 798 Textbook Affordability Grant.

Powell, Roger, to develop curriculum for non-credit certificates in the Computer Information Technology/Computer Science Department, 7/14/2017 to 12/31/2017, not to exceed 20 hours. Funding source is the Digital Media Disciplines Grant.

Smith, Julia, on site Co-Coordinator for the Big Bear Program, 7/14/2017 to 6/30/2018, not to exceed 232 hours. Funding source is the Big Bear General Funds.

Stalbert, Malik, to develop curriculum for non-credit certificates in the Computer Information Technology/Computer Science Department, 7/14/2017 to 12/31/2017, not to exceed 40 hours. Funding source is the Digital Media Disciplines Grant.

Trewhella, Donna, to produce "Inland Unsolved" and to work with Students Media Interns from the Radio, Television and Film Department, 7/14/2017 to 12/31-2017, not to exceed 120 hours. Funding source is KVCR General Funds.

Vecchio, Anthony, on site Co-Coordinator for the Big Bear Program, 7/14/2017 to 6/30/2018, not to exceed 220 hours. Funding source is the Big Bear General Funds.

*Necessary paperwork not completed timely

District

Avelar, Amy, 2 hours of non-instructional pay June 28, 2017, for CTA negotiations outside of work calendar.

Herrera, Jamie, 2 hours of non-instructional pay June 28, 2017, for CTA negotiations outside of work calendar.

Holbrook, James, 19.5 hours of non-instructional pay May 30, 2017 to June 8, 2017, for hiring committee work outside of work calendar.

Lillard, Sheri, 2 hours of non-instructional pay June 28, 2017, for CTA negotiations outside of work calendar.

McConnell, Mark, 19.5 hours of non-instructional pay May 30, 2017 to June 8, 2017, for hiring committee work outside of work calendar.

Rabago, Ralph, 27 hours of non-instructional pay May 30, 2017 to June 8, 2017, for hiring committee work outside of work calendar.

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: July 13, 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 2017-2018 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**Professional Expert Hourly Employees****July 13, 2017**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Debra Anderson	Career Education and Human Development	CHC	Radiologic Technology Specialist	1/12/17*	12/31/17	\$30.00
Phong Nguyen	Emergency Medical Services	CHC	Medical Director	1/3/17*	6/30/17	\$3,500.00/Semester
Christine Hjortnaes	Health & Wellness	CHC	Counseling Intern I	7/1/17*	12/31/17	\$25.00
Ann Sandez	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Bradford Williams	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Christian Martgan	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Christopher Paladino	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Cody Smith	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Devan Clark	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Dustin Patchen	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Edward Aguilar	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Eileen Verosik	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Gabriel Seek	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00

Gail Grindle	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Heather Saenz	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Henry Vasquez	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Jennifer DeHoog	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Jennifer Tango	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Jessice Voight	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
John Commander	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
John Curlowicz	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
John Grounds	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Jonathan Trovato	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Jose Arias	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Joseph Manuatu	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Kevin Moledor	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Kevin Ramirez	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00

Kyle Gonerig	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Lea Reed	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Martin Marsman	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Mary Baca	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Matthew Miller	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Memory Carver	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Micahel Sanchez	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Morgan Elswick	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Nathan Groff	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Nicholas Riggs	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Noelle Drazin	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Jennifer Orosco	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Paige Stone	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Phong Nguyen	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00

Richard Valenti	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Shane Bohner	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Steven Moore	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
William Jeide	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Yoshi Yamamoto	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Adam Alkaddumi	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Adam Stawniczy	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Andrew Anderson	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Brandie Long	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Jacob Quesada	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Jake Zarosky	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Jeremy Hernandez	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Jesse Aramburo	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Matthew Toering	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00

Megan O'Connor	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Nathan Easley	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Russell Lane	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Alec Martinez	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Jordan Schuster	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	7/14/17	12/30/17	\$20.00/ \$25.00/ \$30.00
Roger Seheult	Respiratory Care Department	CHC	Medical Director	7/1/17	12/31/17	\$3000/semester
David Manzano	Respiratory Care Department	CHC	Respiratory Care Clinical	7/1/17	12/16/17	\$40.00
Emily Berry	Respiratory Care Department	CHC	Respiratory Care Clinical	7/1/17	12/16/17	\$40.00
Gregory Lange	Tutoring Center	CHC	Tutor III	8/1/17	12/22/17	\$12.00
Beverly Rapouw	Marketing & Public Relations	DIST	Content Specialist	6/8/17	8/31/17	\$15.00
Nicholas Harris	KVCR	DIST	Program Assistant	7/17/17	12/31/17	\$35.00
Pedro J Cruz	TESS	DIST	Program Assistant	7/14/17	12/30/17	\$49.00
Giovanni Sosa	TESS	DIST	Project Manager	7/1/17	12/31/17	\$75.00
Edgar Ramirez	Applied Technology, Transportation & Culinary Arts Division/ Electricity Electronics	SBVC	Program Assistant	6/12/17*	12/22/17	\$20.00
Brandon Lea	Applied Technology, Transportation & Culinary Arts Division/ Electricity Electronics	SBVC	Program Assistant	7/1/17*	12/22/17	\$27.25

Edward Jones	Applied Technology, Transportation & Culinary Arts Division/ Electricity Electronics	SBVC	Program Assistant	6/12/17*	12/22/17	\$20.00
Angie A. Rivera	Applied Technology, Transportation & Culinary Arts Division/ Electricity Electronics	SBVC	Program Assistant	7/17/17	8/11/17	\$20.00
Jeffrey Russell	Applied Technology, Transportation & Culinary Arts Division/ Electricity Electronics	SBVC	Program Assistant	6/12/17*	12/22/17	\$20.00
Steven Bent	Applied Technology, Transportation & Culinary Arts Division/ Electricity Electronics	SBVC	Program Assistant	6/12/17*	12/22/17	\$20.00
Travis Hill	Applied Technology, Transportation & Culinary Arts Division/ Electricity Electronics	SBVC	Tutor III	7/17/17	12/22/17	\$14.00
Cynthia Serrano	English	SBVC	Tutor III	7/14/17	12/31/17	\$14.00
Edward Shea	English	SBVC	Tutor III	7/14/17	12/31/17	\$14.00
Irris Dudley	English	SBVC	Tutor III	7/14/17	12/31/17	\$14.00
Jessica Hunter	English	SBVC	Tutor III	7/14/17	12/31/17	\$14.00
Linda McDowell	English	SBVC	Tutor III	7/14/17	12/31/17	\$14.00
Lisa Henry	English	SBVC	Tutor III	7/14/17	12/31/17	\$14.00
Micah Tasaka	English	SBVC	Tutor III	7/14/17	12/31/17	\$14.00
Michelle Bettencourt	English	SBVC	Tutor III	8/14/17	12/31/17	\$14.00
Patricia Harper	English	SBVC	Tutor III	7/14/17	12/31/17	\$14.00
Patrick Strong	English	SBVC	Tutor III	7/14/17	12/31/17	\$14.00
Rosemary Coopriider	English	SBVC	Tutor III	7/14/17	12/31/17	\$14.00

Sabehha Asad	English	SBVC	Tutor III	7/1/17	12/31/17	\$14.00
Shirley Hill	English	SBVC	Tutor III	7/14/17	12/31/17	\$14.00
DeAnn Bennet	English	SBVC	Tutor III	7/1/17	12/31/17	\$14.00
Ruben Hernandez Jr.	English	SBVC	Tutor III	7/1/17	12/31/17	\$14.00
Catherine Garcia	Marketing & PR	SBVC	Content Specialist	7/13/17	12/30/17	\$30.00
Jordan Spano	Marketing & PR	SBVC	Content Specialist	7/14/17	12/30/17	\$25.00
Taylor Michael Wolfe	Marketing & PR	SBVC	Content Specialist	7/14/17	12/30/17	\$30.00
Jacy White	Marketing & PR	SBVC	Social Media Specialist	7/14/17	12/30/17	\$25.00
Lonnie Gardner	Police Academies/ Criminal Justice	SBVC	Facilitator/ Evaluator/ Safety Facilitator	7/14/17	12/31/17	\$35.00/ \$105 per session/ \$25

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT						
Short-Term Hourly						
July 13, 2017						
Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Christian Borden	Admin Services/Aquatics	CHC	Project Assistant II	7/14/17	12/31/17	\$12.00
David Martin	Art	CHC	Model (undraped)	8/14/17	12/15/17	\$16.00
Paige Jablonshi-Deniger	Art	CHC	Model (undraped)	8/14/17	12/15/17	\$16.00
Wendy Arnott	Art	CHC	Model (undraped)	8/14/17	12/15/17	\$16.00
Veronica Smith	CHC Public Safety & Emergency Services	CHC	Project Assistant III	7/14/17	12/30/17	\$14.00
Iris Perez	EOPS/CARE/CalWorks	CHC	Project Assistant I	7/14/17	12/31/17	\$10.50
Mia Martinez	Financial Aid	CHC	Project Assistant I	7/1/17	8/18/17	\$10.50
Damien Cabrales	Marketing	CHC	Project Assistant III	7/1/17	12/31/17	\$14.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT							
Substitute Employees							
July 13, 2017							
Name	Department	Site	Duties	Start Date	End Date	Hourly Rate	Justification
Paige A Dulay	Allied Health - Respiratory Care	CHC	Secretary II	5/4/17	5/30/17	\$18.68	Ext: Coverage for vacancy in recruitment
Alicia Mesa	Library	CHC	Library Technical Assistant II	5/18/17	6/30/17	\$19.14	New: Coverage for employee on medical leave
Amber Asamoah	Fiscal Services	DIST	Account Clerk II	6/13/17	8/12/17	\$17.35	New: On Call vacancy in active recruitment/sick /vacation coverage.

Yesica Alatorre	KVCR	DIST	Traffic Coordinator	7/1/17	9/1/17	\$23.34	New: On Call vacancy in active recruitment/sick /vacation coverage.
Tim Style	KVCR	DIST	Producer/ Director TV	7/1/17	9/1/17	\$30.30	New: On Call vacancy in active recruitment/sick /vacation coverage.
James Quigley	Police	DIST	College Security Officer	6/17/17	8/16/17	\$16.69	New: On Call vacancy in active recruitment/sick /vacation coverage.
Tiffany Aguilar	Human Resources	DIST	Human Resources Generalist	6/12/17	8/12/17	\$28.13	New: On Call vacancy in active recruitment/sick /vacation coverage.
Trang Willis	TESS	DIST	Administrative Assistant I	7/3/17	9/3/17	\$22.77	New: On Call vacancy in active recruitment/sick /vacation coverage.
Anabel Martinez	Administrative Services	SBVC	Account Clerk I	7/1/17	8/29/17	\$15.71	New: On Call for sick/vacation coverage.
Maureen Ryan	Athletics	SBVC	Secretary I	6/6/17	6/30/17	\$16.94	Extension: Vacancy in Recruitment
Brian Romo	Bookstore	SBVC	Customer Service Asst.	7/1/17	8/29/17	\$14.59	New: On Call vacancy in active recruitment/sick /vacation coverage.
Michelle Chow	CBO	SBVC	Account Clerk I	7/1/17	8/29/17	\$15.71	New: On Call vacancy in active recruitment/sick /vacation coverage.

Sandra Robles	Chemistry	SBVC	Lab Tech	4/19/17	6/17/17	\$21.13	Extension: On Call vacancy in active recruitment/sick /vacation coverage.
Ida Newman	Child Development Center	SBVC	CDC Assistant	5/10/17	6/30/17	\$13.55	New: On Call vacancy in active recruitment/sick /vacation coverage.
Neveen Shehata	Child Development Center	SBVC	CDC Assistant	7/1/17	8/29/17	\$13.55	New: On Call vacancy in active recruitment/sick /vacation coverage.
Rebecca Reynolds	Child Development Center	SBVC	CDC Teacher	4/27/17	6/25/17	\$19.50	Ext: On Call vacancy in active recruitment/sick /vacation coverage.
Rebecca Reynolds	Child Development Center	SBVC	CDC Teacher	6/26/17	6/30/17	\$19.50	Ext: On Call vacancy in active recruitment/sick /vacation coverage.
Brianna Schnaubelt	Child Development Center	SBVC	CDC Teacher	6/25/17	6/30/17	\$19.50	Ext: On Call vacancy in active recruitment/sick /vacation coverage.
Martha Morales	Child Development Center	SBVC	CDC Assistant	4/27/17	6/25/17	\$13.55	Extension: On Call vacancy in active recruitment/sick /vacation coverage.
Martha Morales	Child Development Center	SBVC	CDC Assistant	6/26/17	6/30/17	\$13.55	Extension: On Call vacancy in active recruitment/sick /vacation coverage.

Yesenia Arrellano	Child Development Center	SBVC	CDC Assistant	5/19/17	6/30/17	\$13.55	Extension: On Call vacancy in active recruitment/sick /vacation coverage.
Rebecka Carlin	Child Development Center	SBVC	CDC Teacher	4/27/17	6/25/17	\$19.50	Extension: On Call for sick/vacation coverage.
Rebecka Carlin	Child Development Center	SBVC	CDC Teacher	6/26/17	6/30/17	\$19.50	Extension: On Call for sick/vacation coverage.
Dinora Menendez	Custodial	SBVC	Custodian	7/1/17	8/29/17	\$16.11	New: On Call vacancy in active recruitment/sick /vacation coverage.
Raquel Rivera	Custodial	SBVC	Custodian	7/1/17	8/29/17	\$16.11	New: On Call vacancy in active recruitment/sick /vacation coverage.
Regina Pinedo	Custodial	SBVC	Custodian	7/1/17	8/29/17	\$16.11	New: On Call vacancy in active recruitment/sick /vacation coverage.
Irene Mulgado	Custodial	SBVC	Custodian	7/1/17	8/29/17	\$16.11	New: On Call vacancy in active recruitment/sick /vacation coverage.
Leon Brewer III	Custodial	SBVC	Custodian	7/1/17	8/29/17	\$16.11	New: On Call vacancy in active recruitment/sick /vacation coverage.
Vanessa Pinedo	Custodial	SBVC	Custodian	5/23/17	6/30/17	\$16.11	New: On Call vacancy in active recruitment/sick /vacation coverage.

Ernest Ritchie	Custodial	SBVC	Custodian	7/1/17	8/29/17	\$16.11	New: On Call vacancy in active recruitment/sick /vacation coverage.
Ryan Gruenwald	Custodial	SBVC	Custodian	7/1/17	8/29/17	\$16.11	New: On Call vacancy in active recruitment/sick /vacation coverage.
Yvette Hernandez	Custodial	SBVC	Custodian	5/15/17	6/30/17	\$16.11	New: On Call vacancy in active recruitment/sick /vacation coverage.
Yvette Hernandez	Custodial	SBVC	Custodian	7/1/17	8/29/17	\$16.11	New: On Call vacancy in active recruitment/sick /vacation coverage.
Morris, Dorothy	Food Service	SBVC	Food Service Worker	7/1/17	8/29/17	\$12.90	New: On Call vacancy/sick/vacation coverage.
Danny Vasquez	Food Services	SBVC	Food Service Worker I	7/1/17	8/29/17	\$12.71	Extension: On Call vacancy/sick/vacation coverage.
Danny Vasquez	Food Services	SBVC	Food Service Worker I	4/28/17	6/28/17	\$12.71	Extension: On Call vacancy/sick/vacation coverage.
Andrew Gebara	Office of Student Life	SBVC	Secretary II	5/12/17	7/12/17	\$18.68	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: Amalia Perez, Director, Human Resources

DATE: July 13, 2017

SUBJECT: Consideration of Approval of Salary Advancement for Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the salary advancement for Janice Wilkins and Tammy Allen.

OVERVIEW

Janice Wilkins, Articulation Officer, Counselor, SBVC, has met the requirements and should be moved from Step 7, Column D to Step 7, Column F, at \$79,842.00 annually for 200 days of service, effective July 1, 2017.

Tammy Allen, Instructor, Reading, SBVC, has met the requirements and should be moved from Step 4, Column D to Step 5, Column E, at \$63,702.30 annually for 177 days of service, effective July 1, 2017.

ANALYSIS

The academic employee has completed the number of units necessary for classification advancement per agreement between the SBCCD and SBCCDCTA/NEA.

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

DATE: July 13, 2017

SUBJECT: Consideration of Approval of Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve stipends for the 2016-2017 and 2017-2018 academic years.

OVERVIEW

The employees on the attached list are submitted for approval.

ANALYSIS

Stipends for Coaches are based on the agreement between SBCCD and the SBCCD Chapter CTA/NEA, Appendix A-3. Stipends for Faculty Chairs are based on the agreement between SBCCD and the SBCCD Chapter CTA/NEA, Appendix A-4. Stipends for Coordinators are based on the agreement between SBCCD and the SBCCD Chapter CTA/NEA, A-5.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2016-2017 and 2017-2018 budgets

Approval of Stipends
July 13, 2017

Faculty Coordinator Stipends

Academic Year 2016-2017

Rivera, Ernesto	STEM	\$1,200 total for 3 months
Sandy, Hannah	Health and Wellness Center	\$4,800 total for 12 months
Thornton, Carla	Veteran's Center	\$4,400 total for 11 months

Academic Year 2017-2018

Menchaca, Patricia	STEM	\$4,400 total for 11 months
Moreno, Mariana	Transfer Center	\$4,800 total for 12 months
Quach, Patricia	Tutorial Center	\$4,800 total for 12 months
Sandy, Hannah	Health and Wellness Center	\$4,800 total for 12 months
Thornton, Carla	Veteran's Center	\$4,400 total for 11 months

Faculty Chair Stipends

Academic Year 2017-2018

Andrews, Breanna, Co-Chair	Communication and Language	\$4,000.00
Bogh, Debbie, Co-Chair	Counseling	\$3,850.00
Cervantez, Jeff, Co-Chair	Social Sciences	\$4,000.00
Hanley, Jodi, Co-Chair	Mathematics	\$7,000.00
Hendrickson, Catherine	Instructional Support	\$5,000.00
Hogrefe, Rick, Co-Chair	Communication and Language	\$4,000.00
Ledoux, Janine, Co-Chair	Kinesiology and Health Education	\$3,500.00
McKee, Julie, Co-Chair	Social Sciences	\$4,000.00
McLaren, Meridyth	Human Development	\$6,000.00
Petrovic, Snezana	Fine Arts	\$7,000.00
Rabago, Ralph, Co-Chair	Kinesiology and Health Education	\$3,500.00
Rivera, Ernesto, Co-Chair	Counseling	\$3,850.00
Rojas, Danny, Co-Chair	Allied Health Services	\$3,000.00
Sheahan, Michael, Co-Chair	Allied Health Services	\$3,000.00
Sullivan, Dan	Public Safety and Services	\$7,000.00
Truong, Sam	Physical and Biological Sciences	\$14,000.00
Wilson, Sherri, Co-Chair	Mathematics	\$7,000.00
Yau, Margaret	Business, Economics, and Information Technology	\$7,000.00

The following individuals will serve as Assistant Coaches for the Fall 2017 Season.

Escobar, Joshua	Men's Soccer	\$2,500
Parker, Mason	Women's Cross Country	\$5,000

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: July 13, 2017

SUBJECT: Consideration of Approval of Temporary Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the temporary academic appointment of Mark Raymundo and Shirlee Duran.

OVERVIEW

Mark Raymundo, Instructor, Chemistry, SBVC, effective July 1, 2017 through June 30, 2018. Salary placement to be determined upon verification of education and experience. One year temporary contract. Funding Source Student Services and Support Programs. Live Scan clearance 9/16/2015.

Shirlee Duran, Health Skills Lab Coordinator, SBVC, effective July 1, 2017 through June 30, 2018. Salary placement to be determined upon verification of education and experience. One year temporary contract. Funding Source is SBVC Student Health Fees. Live Scan clearance 9/27/2016.

ANALYSIS

It is essential that each position be filled on a temporary basis while the recruitment process for a permanent replacement is being conducted.

BOARD IMPERATIVE

I. Institutional Effectiveness.

FINANCIAL IMPLICATIONS

Included in the 2017-2018 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

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

PREPARED BY: Amalia Perez, Director, Human Resources

DATE: July 13, 2017

SUBJECT: Consideration of Approval of the Revised Management Job Description and Reclassification of Incumbent

RECOMMENDATION

It is recommended that the Board of Trustees approve the retitling and revision of the management job description of AB104 Adult Education Block Grant (AEBG) Administrator to Director, Adult Education Block Grant (AEBG) and reclassify the incumbent Ms. Emma Diaz to the Director, Adult Education Block Grant (AEBG) position.

OVERVIEW

The revisions to the management job description are essential to accurately reflect the current duties and responsibilities as outlined in the grant and approved by the consortium. Reclassify Ms. Emma Diaz to the Director, Adult Education Block Grant (AEBG) position at Range 15, Step D, \$104,917.51 annually, effective May 12, 2017.

ANALYSIS

Title 5, section 53021 (3), states, "Except as otherwise provided in this section, community college districts shall actively recruit from both within and outside the district work force to attract qualified applicants for all new vacancies." The statute sets forth these exceptions to the external/internal recruitment requirement: (3) a position which is currently occupied by an incumbent is upgraded, reclassified, or renamed without significantly altering the duties being performed by the individual.

The retitling revision of the management job description to Director, Adult Education Block Grant (AEBG) and reclassification of the incumbent, Ms. Emma Diaz, to the Director, Adult Education Block Grant (AEBG) position is critical to the overall management of the grant and to accurately reflect the duties and responsibilities.

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

Categorical funded.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

~~AB104 ADULT EDUCATION BLOCK GRANT (AEBG) ADMINISTRATOR~~

DIRECTOR, ADULT EDUCATION BLOCK GRANT (AEBG)

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class. ~~This is a categorical position and is contingent on the life of the grant and availability of funding of the program.~~ This is a full-time categorically funded position and is contingent upon the availability of funds and "life of the grant".*

SUMMARY DESCRIPTION

Under the general direction of the ~~Dean of Mathematics, Business, and CIT~~ the appropriate administrator and contingent upon the availability of grant funding, the ~~AB104 Adult Education Block Grant (AEBG) Administrator~~ Director, Adult Education Block Grant (AEBG) plans, organizes, directs, and coordinates functions and activities related to the implementation of the AB104 Grant activities. The AEBG Administrator is the liaison between the San Bernardino Community College District Consortium and the State AEBG Office in Sacramento responsible for administering the consortium budget, compiling documentation required by the state and reporting all outcomes. In addition, the AEBG Administrator is responsible for working with both the California Community College Chancellor's Office (CCCCO) and the California Department of Education (CDE) who are working in partnership to implement the requirements outlined in AEBG.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Plans, directs, supervises, evaluates and manages the AB104 grant, providing coordination and support activities for the consortium's members and partners.
2. Communicates an informed understanding of the objectives and outcomes of the program to district and college administrators, faculty and staff, consortia members, and other program stakeholders.
3. Manages and provides leadership for the AB104 consortium, including the development of liaisons with adult schools, member school district offices, member county offices of education, community service agencies and alternative educational settings.
4. Coordinates, schedules, and facilitates meetings for the Executive Committee comprised of the regional consortium member leadership for decision making and approval of AEBG State deliverables.
5. Provides leadership in the administration of the AB104 grant, including but not limited to guiding the consortium to address the AB104 objectives and develop comprehensive responses to the questions posed by the state to be submitted by the dates required in semiannual and final reports to the AB104 work group in coordination with the CCCCCO and the CDE.
6. ~~Tracking, budgeting, revising, and reporting every 6 months for three overlapping fund sources in different state reporting portals currently totaling \$13.46 million dollars. (2015-16 AEBG Consortium Allocation, 2016-17 AEBG Apportionment, and the Data & Accountability funding stream).~~ Works with each member of the consortium that receives an allocation of funding for consortium projects to ensure funds are managed responsibly and reported to the State.
7. Represents all consortium members at local and State sponsored events in Sacramento and national conferences.

8. Works with the fiscal agent to process contracts with sub-grantees and vendors for payment of services in a timely manner abiding by all fiscal agent requirements.
9. Works with the fiscal agent accounting representative to have all Expenditure reports certified to meet all state deadlines for multiple funding streams.
10. Supports and coordinates activities and projects between faculty and representatives of local adult education schools, continuation schools, regional occupational programs, and the local community for AEBG defined programs.
11. Maintains current knowledge of instructional theories and new technologies pertinent to assigned projects; learns and applies emerging technologies and advances (e.g., computer software applications) as necessary to perform duties in an efficient, organized, and timely manner.
12. Presents status reports to high-level management including the SBCCD Chancellor's Cabinet, member adult schools, local community cabinets and San Bernardino County Office.
13. Collects, quantifies and summarizes regional Student Data for state reporting for all members of the consortium.
14. Performs statistical analysis and summarizes findings in applicable reports and other communication mediums.
15. Works closely with California Community College Chancellor's Office Moderators and State officials on the AEBG deliverables and participates in weekly webinars hosted by the State AEBG office.
16. Develops and oversees marketing plans for the AEBG programs. Creates, oversees, and collaborates with advertising and marketing services to conduct needs assessments, enhance visibility of programs, and recruit students for adult education services.
17. Maintains and uses the regional website to promote consortium efforts in the development and expansion of adult education programs under the 7 AEBG program areas. In addition, uses social media accounts such as Facebook, Twitter and Instagram to promote AEBG consortium activity.
18. Maintains relationships with business, labor, industry, governmental agencies, and community organizations including the San Bernardino County Workforce Investment Board (WIB).
19. Manages staff, including training, daily operations, and ongoing performance evaluations across multiple agencies.
20. Conducts regular gap analysis, and reassigns resources to meet objectives of the consortium plan by working with consultants to standardize methods of data collection, curriculum alignment and/or program expansion.
21. Participates in/on a variety of meetings, committees, task forces, and/or other related groups to communicate information regarding services, programs, areas of opportunity, and/or other pertinent information as appropriate.
22. ~~Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.~~ Involves in advisory committees and consultation on CDCP curriculum and program development for all

consortium members that support comprehensive career pathways to post-secondary.

23. Performs related duties as required.

QUALIFICATIONS

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

Knowledge of:

Operational characteristics, services, and activities of an adult education program including the theories, concepts, and prevailing practice in delivering adult education.

In-depth knowledge of the dynamics of a culturally and economically diverse community, its education and retraining needs.

Principles and practices of program development and administration.

Principles and practices of budget preparation, management, administration and reporting.

Proficiency with computer skills including, but not limited to, word processing, spreadsheets, email, and database.

Methods and techniques in advertising and marketing.

Principles and practices in designing, developing, and implementing effective, integrated programs and services.

Personnel management, supervision, and evaluation.

Oral and written language skills to prepare reports and professional correspondence.

Principles of supervision, training and human relations skills to conduct performance reviews, deliver presentations, and convey technical information to a variety of audiences

Pertinent federal, state, and local laws, codes, and regulations relating to the program area.

Theories, concepts, and prevailing practice in adult education and its delivery.

Dynamics of a culturally and economically diverse community, its education and retraining needs.

Methods and techniques in advertising and marketing.

Knowledge of designing, developing, and implementing effective, integrated programs and services.

Ability to:

Oversee and participate in the management of a comprehensive adult education program and services related to the Adult Education Block Grant.

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

Effectively manage resources.

Participate in the selection and recommendation, supervision, training, and evaluation of staff.

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

Gather and analyze data and situations and make appropriate decisions.

Prepare and present comprehensive, concise, clear oral and written reports.

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

Learn, interpret and apply California Education Code, Title 5, federal, state, and local policies, laws, and regulations as it relates to the position.

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

Work cooperatively and productively with internal and external constituencies.

Advocate for collegiality, staff cohesiveness and other core values of the institution.

Demonstrate professionalism, fairness, honesty, courtesy, patience and tact in all aspects of the performance of duties and working relationships.

Provide leadership based on ethics and principles as they relate to adult education program services, functions and operations.

~~Communicate clearly and concisely, both orally and in writing.~~

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

Plan, organize, and supervise programs and operations of the Adult Education Block Grant.

Prepare, manage, and report budgets, including grant reporting compliance.

Lead and direct the work of others to create a team atmosphere.

Liaison and work closely with all relevant segments of the community, program staff, and administration in respect to promoting, furthering, continuing, and maintaining the program.

Communicate effectively, both orally and in writing, while giving presentations, instructions, and explanations to individuals, and small or large groups notably when connecting to improve the skills of the community.

Demonstrate the understanding of, sensitivity, and commitment to meeting the needs of the individuals from diverse academic, socioeconomic, cultural, disability and ethnic backgrounds.

Work cooperatively and productively with internal and external constituencies.

Advocate for collegiality, staff cohesiveness and the other core values of the institution.

Education and Experience Guidelines

Education/Training:

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

Required Experience:

1. Experience in the administration of education programs, community organizations, government programs, or private industry.
2. Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.

Preferred Experience:

1. Master's degree from an accredited college or university.
2. Experience in the California Community College System.
3. Two (2) years of experience within the last four (4) years with direct oversight and coordination of a grant or a program with multiple partners from business, industry and/or education.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

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

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

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

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

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

Board Approved: January 19, 2017

Revised: July 13, 2017

Range: 13 15

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Vice Chancellor, Business and Fiscal Services
PREPARED BY: Richard Galope, Associate Vice Chancellor EDCT
DATE: July 13, 2017
SUBJECT: Consideration of Approval of New Management Job Description and Interim Appointments for KVCR

RECOMMENDATION

It is recommended that the Board of Trustees approve the new Director of Operations job description and subsequently approve the categorically-funded interim management appointment for the following individual to accommodate internal reorganization of the KVCR/FNX management structure and functional areas:

Keith Birkfeld, Interim Director of Operations, KVCR TV, Management Salary Schedule, Range 19, Step E, \$ 133,899.82 annually, effective July 14, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first. New Position. KVCR General Fund. Live Scan Clearance 6/1/2017.

It is further recommended that the Board of Trustees approve the following interim management appointments to replace existing vacancies needed to accommodate the immediate needs of day-to-day essential operations:

Micah Wright, Interim Chief Content Manager, KVCR TV/FM, District, Management Salary Schedule, Range 16, Step A, \$95,168.43 annually, effective July 14, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first. Replacement for Frank Blanquet. Funding Source is KVCR/FNX General Fund. Live Scan Clearance 6/10/2017.

Sahar Khadjenaury, Interim Tribal Liaison, KVCR, Management Salary Schedule Range 8, Step A, \$5,447.83 per month, effective July 14, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first. Funding Source is KVCR/FNX General Fund. Replacement for Terria Smith. Pending Live Scan Results.

Kristy Samone Jones Cooper, Interim Director, Television, KVCR, Management Salary Schedule, Range 16 Step C, \$104,917.51 annually, Effective Date, July 14, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first. Replacement for Lillian Vasquez. KVCR General Fund. Live Scan Clearance 6/2/2017.

Ralph Cooper Jr., Interim Director Foundation, KVCR, Management Salary Schedule, Range 17, Step C, \$110,159.98 annually, Effective Date, July 14, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first. Replacement for Kate Salvesen. KVCR General Fund. Live Scan Clearance 6/2/2017.

OVERVIEW

Due to the ongoing and evolving purpose and mission of KVCR, including enhanced programming capacities to generate self-sustaining revenues, and expanded relationships with applicable Career Technical Education (CTE) disciplines to establish student internships and to promote collaboration with the District colleges in the incorporation of new, industry-recognized technologies and certifications, KVCR is conducting an internal reorganization to its management structure to meet these new organizational objectives to improve the quality and effectiveness of KVCR services. All funding for these positions have previously been budgeted.

ANALYSIS

It is essential to reorganize the KVCR functional areas, create this new job description, and appoint individuals to serve on an interim basis for existing vacancies until positions are filled permanently in order to accommodate the immediate needs of the organization due to the evolving mission and expanded services of KVCR.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

These are positions funded by KVCR/FNX and do not affect the Unrestricted General Fund.

DIRECTOR OF OPERATIONS, KVCR TV

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

SUMMARY DESCRIPTION

Under the administrative direction of the appropriate administrator, the Director of Operations manages the operations of KVCR's channels including the supervision of assigned staff, budget administration, planning and programming; coordinates the engineering, external fund raising and compliance with the Federal Communications Commission (FCC), the Public Broadcasting Service (PBS) and the Corporation for Public Broadcasting (CPB). The Director of Operations, KVCR TV creates and executes the long-range plans for the channels, legal compliance, growth and development, staffing, programming, technical needs, equipment, signal expansion, fund-raising and academic support, with the goal of improving the station's service to the District and the community. The Director of Operations, KVCR TV is also responsible for the preparation of all required reports. As the Director of Operations, KVCR TV, of the channels, the incumbent functions as the administrator of the channel's broadcast, online, operations and content. In this capacity, the incumbent reports to the General Manager and is charged with the responsibility of planning, organizing and administering the public service television channel's operations and related activities.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Plans and directs the activities related to a public broadcast network operation.
2. Manages and directs the hiring, evaluation, promotion and termination of full-time and part-time employees.
3. Monitors the public broadcast activities and makes necessary improvements to enhance programming format and operations.
4. Analyzes the programming needs of the public and creates the appropriate content programming; assigns producers to develop and implement programs.
5. Confers and participates with the KVCR Promotion and Development departments regarding special programs, events and fund raising activities.
6. Plans, monitors, maintains and administers the budget.
7. Prepares and submits cash flow analysis to Fiscal Services.
8. Prepares and submits budget-to-actuals and forecasting analyses to Fiscal Services.
9. Ensures internal controls over financial reporting at KVCR are operating effectively.

10. Reviews the KVCR accountant's bank reconciliations and journal entries for accuracy, completeness, and validity.
11. Prepares, reviews, and certifies required financial reporting (including KVCR's annual audited financial statements).
12. Establishes policies, procedures and goals for the channels by estimating needs for content and technology.
13. Establishes department goals, objectives and strategies; develops and implements programs and activities to accomplish goals, foster KVCR's position in the market and improve the operations at KVCR.
14. Ensures program content complies with all necessary state and Federal laws, regulations, and requirements as well as KVCR programming policies and requirements.
15. Ensures completion of and compliance with necessary public file reports, annual CPB Station Activity Surveys, Equal Employment Opportunity (EEO) mandates, charity registration with state Attorney General, Occupation Safety & Health Administration (OSHA) regulations, or other necessary local, state and Federal filings.
16. Develops and implements, in collaboration with the Development Director, a strategy and long-range plan for organizational sustainability
17. Identifies, cultivates, supports and oversees KVCR's development efforts.
18. Develops, plans and coordinates community service programming and operations of the television channels resulting in high-quality broadcasting services to the Inland Empire and the nation.
19. Prepares, submits and administers grants for the public television channel.
20. Prepares, maintains and submits reports, licenses and applications to relevant state and federal agencies.
21. Meets, coordinates and consults with operational board and stakeholder groups.
22. Represents the television channel at professional meetings.
23. Develops and maintains community engagements.
24. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
25. Performs related duties as required.

QUALIFICATIONS

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

Knowledge of:

Operational characteristics, services, and activities of a public broadcast programming, operations,
equipment and systems.
Principles and practices of satellite broadcasting procedures and protocols.
On-Air methods, techniques, principles, procedures and processes.
Principles and practices of program development and administration.
Principles and practices of budget, purchasing and fiscal preparation and administration.
Principles and practices of contract and grant preparation and administration.
Public television organizational structures, workflows, systems and operating procedures and processes.
Federal Communications Commission (FCC) rules and regulations pertaining to station operations.
Methods and techniques in fundraising preparation and administration.
Concepts, methods, techniques and practices in underwriting.
Principles of supervision, training, and performance evaluation.
Pertinent federal, state, and local laws, codes, and regulations.
Developing trends in public media, including digital, multi-channel and emerging technologies.

Ability to:

Oversee and participate in the management of a comprehensive public broadcast program.
Manage broadcast program schedules.
Develop interpersonal relationships with a diverse audience.
Make decisions using independent judgment and discretion.
Organize, prioritize and schedule project and other work assignments.
Develop and manage budget and fiscal operations.
Plan and organize the operation of the television channel in accordance with FCC rules and regulations and KVCR policies.
Establish and maintain high broadcasting standards.
Supervise assigned programming, production, development, operations and engineering staff.
Develop and evaluate comprehensive plans and programs to satisfy present and future broadcasting and public media needs.
Promote an organizational culture that values creativity, open communications, diversity and tolerance
Oversee, direct, lead, coordinate and motivate volunteers, staff and students.
Participate in the selection and recommendation, supervision, training, and evaluation of staff.
Participate in the development and administration of goals, objectives, and procedures for assigned area.
Gather and analyze data and situations and make appropriate decisions.
Prepare and present comprehensive, concise, clear oral and written reports.

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

Interpret and apply California Education Code, Title 5, federal, state, and local policies, laws, and regulations as it relates to the position.

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

Demonstrate professionalism, fairness and honesty in all aspects of the performance of duties.

Provide leadership based on ethics and principles as they relate to public broadcast functions and operations.

Communicate clearly and concisely, both orally and in writing.

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

Education and Experience Guidelines

Education/Training:

A Bachelor's degree from an accredited college or university with major course work preferably in communications, marketing, broadcast or journalism or any equivalent combination of education and experience.

Additional experience may be substituted for the educational requirement on a two-for-one basis up to a maximum of four years of experience for two years of college.

Required Experience:

Five (5) years of increasingly responsible media experience including three (3) years of administrative and supervisory responsibility.

License and Certification:

Current and valid California driver's license.

Preferred Experience:

1. A Master's Degree.
2. A minimum of two years public media experience.
3. Experience working in public broadcasting and experience in a college or university setting.
4. Experience with start-up of a new and innovative public media service.
5. Experience with national distribution.
6. Experience with developing partnerships and collaborations.
7. Experience with diversity programming and services.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

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

Environment: Work is performed primarily in a standard office setting. Occasional exposure to work in confined areas and exposure to electrical hazards.

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

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

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

Board Approved:

Management Range: 19

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

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

PREPARED BY: Richard Galope, Associate Vice Chancellor EDCT

DATE: July 13, 2017

SUBJECT: Consideration of Approval of the Revised Management Job Description, New Management Job Description and Interim Appointments due to the reorganization of EDCT.

RECOMMENDATION

It is recommended that the Board of Trustees approve the job descriptions and subsequently approve the categorically-funded interim management appointments for the following individuals to accommodate internal reorganization of the EDCT management structure and functional areas:

Robert Levesque, from Director, Workforce Development, to Interim Executive Director, Economic Development, Corporate Training and Technology, at Management Salary Schedule Range 23, Step C, \$12,302.22 per month, effective May 12, 2017 through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first. New Position. Funding Source is EDCT Categorical/Grant Funding. Live Scan Clearance 10/18/2004.

Robert Mejia, Interim Executive Director, Economic, Resource and Community Development, EDCT, Management Salary Schedule Range 23, Step A, \$11,158.32 per month, effective May 12, 2017, through December 31, 2017, or until position is filled on a permanent basis, whichever occurs first. Funding Source is EDCT Categorical/Grant Funding. New Position. Live Scan Clearance pending.

It is further recommended that the Board of Trustees approve the following interim management appointments to replace existing and new management vacancies needed to accommodate new and expanded, categorically-funded programs, including county vocational education and training services and extended, state Employment Training Panel services:

Margaret Rueda, Interim Assistant Manager, Workforce Development, EDCT, Management Salary Schedule, Range 4, Step C, \$4,940.70 per month, effective July 14, 2017, through December 31, 2017 or until position is filled on a permanent basis, whichever occurs first. Replacement for Carolyn Kirkpatrick. Funding Source is EDCT Categorical/Grant Funding. Pending Live Scan Results.

Brittany Sysawang, Interim Assistant Manager Workforce Development, EDCT, Management Salary Schedule, Range 4, Step A, \$4,481.74 per month, effective July 14, 2017, through December 31, 2017 or until position is filled on a permanent basis, whichever occurs first. Funding Source is EDCT Categorical/Grant Funding. New Position. Pending Live Scan Results.

Vanessa Valadez, Interim Assistant Manager Workforce Development, EDCT, Management Salary Schedule, Range 4, Step A, \$4,481.74 per month, effective July 14, 2017, through December 31, 2017 or until position is filled on a permanent basis, whichever occurs first. Funding Source is EDCT Categorical/Grant Funding. New Position. Pending Live Scan Results.

OVERVIEW

Due to the ongoing and evolving purpose and mission of EDCT, including expanded assistance, advising and consultation services to the District colleges, EDCT is conducting an internal reorganization to its management structure to meet these new organizational objectives to improve the quality and effectiveness of EDCT services to the colleges, while also continuing to maintain regional, strategic partnerships with business, industry, consortia colleges, community-based, and government agencies to ensure acquisition of traditional and new competitive grant funds and contracted program revenues to continue to sustain its fiscal security independent of District General Funds.

ANALYSIS

It is necessary to reorganize the EDCT functional areas, create new job descriptions, and appoint individuals to serve on an interim basis until positions are filled permanently in order to accommodate the immediate needs of the organization due to the evolving mission and expanded services of EDCT.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

These are categorically-funded positions and do not affect the Unrestricted General Fund.

EXECUTIVE DIRECTOR, ECONOMIC DEVELOPMENT & CORPORATE TRAINING

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class. This is a full-time categorically funded position and is contingent upon the availability of funds and "life of the grant."*

SUMMARY DESCRIPTION

Under the direction of the appropriate administrator, the Executive Director, Economic Development & Corporate Training will support the plans developed by the district colleges and work within the Inland Empire region to promote economic and workforce development, ~~create career pathways from not for credit, to non credit and credit applicable career technical education programs, enhance regional economic growth, and assist in the generation of revenues through grants development and strategic partnerships.~~ The EDCT division supports the District and its' colleges through numerous workforce, economic, resource and community development initiatives and special projects. In fulfilling this assignment, the Executive Director will serve on multiple committees and assist in various capacities to provide leadership and guidance for the coordination, development, marketing, delivery, and management of Economic Development, Corporate Training, Technology, and Strategic Partnerships.

REPRESENTATIVE DUTIES:

1. Secures funding and manages the Corporate Training & Contract Education programs offered through EDCT.
2. Serves on regional and state-wide committees to advance workforce and economic development initiatives that promote and support the mission of the District.
3. Serves as a member of the district-level standing and ad hoc committees associated with economic development, workforce development, community development and career technical education to strengthen the collaborative relationship between EDCT and the colleges.
4. Manages special initiatives sponsored through the State Chancellors' Office such as Deputy Sector Navigator, IDRC training grants, and supports College K-12 grants and partnerships related to Secondary Education to Post-Secondary Education Career Pathways projects as developed through campus' local shared governance processes.
5. In collaboration with faculty, provides leadership and supports in the District in effective implementation of for securing Strong Workforce Program (SWP) 60% funding and securing SWP 40% competitive funding through the Inland Empire/Desert Region Consortia and provides support to campuses/faculty implementation of SWP local share funding as appropriate.
6. Interacts with public and private employers to develop major grant partnerships, apprenticeship programs, ~~and~~ promotes Strong Workforce job development initiatives, and apprenticeship programs that have been approved through campus' locale curriculum processes.
7. ~~Develops and coordinates not for credit, non credit and for credit contract training partnerships on behalf of EDCT and District Colleges to effectively meet community and industry needs through Instructional Services Agreements. Effectively meet community and industry needs by developing and coordinating contract and not-for credit, partnerships on behalf of EDCT, and provide support to college faculty who are developing non-credit and for credit programs when requested.~~

8. Provides leadership in the management, coordination, marketing, and delivery of contract training programs offered through EDCT.
9. Provides leadership in the preparation of program review documents and establishes planning and budgeting priorities for the department.
10. Responsible for the submission of all reports related to managed programs and implements strategies and systems for management control, record keeping, client tracking, priority setting, reporting, and other functions to manage the changing resources and responsibilities of the department.
11. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
12. Performs other related duties as assigned.

QUALIFICATIONS

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

Knowledge of:

Corporate training, professional development and community education programs
 State Chancellors Office Strong Workforce Program.
 Title V and college governance.
 Coordination and management of contract education credit, non-credit and not-for-credit programs in a community college setting.
 Regional, state and federal grant request and administration procedures
 Principles and practices of program development and administration.
 Principles and practices of budget preparation, management, administration and reporting.
 Proficiency with computer skills including, but not limited to, word processing, spreadsheets, email, and database.
 Methods and techniques in advertising and marketing.
 Principles and practices in designing, developing, and implementing effective, integrated programs and services.
 Personnel management, supervision, and evaluation.
 Oral and written language skills to prepare reports and professional correspondence.
 Principles of supervision, training and human relations skills to conduct performance reviews, deliver presentations, and convey technical information to a variety of audiences
 Pertinent federal, state, and local laws, codes, and regulations relating to the program area.
 Dynamics of a culturally and economically diverse community, its education and retraining needs.
 Methods and techniques in advertising and marketing.
 Knowledge of designing, developing, and implementing effective, integrated programs and services.

Ability to:

Plan, direct and control all activities of department staff
 Develop and implement marketing strategies
 Interpret and apply Federal, State, County, and District rules, regulations, policies, and procedures
 Direct and manage assignments
 Prepare written reports and oral presentations
 Communicate effectively both orally and in writing
 Develop and maintain cooperative relationships with local and regional employers, agencies and governmental entities

Supervise, train and evaluate staff

Effectively manage resources.

Participate in the selection and recommendation, supervision, training, and evaluation of staff.

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

Gather and analyze data and situations and make appropriate decisions.

Prepare and present comprehensive, concise, clear oral and written reports.

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

Learn, interpret and apply California Education Code, Title 5, federal, state, and local policies, laws, and regulations as it relates to the position.

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

Work cooperatively and productively with internal and external constituencies.

Advocate for collegiality, staff cohesiveness and other core values of the institution.

Demonstrate professionalism, fairness, honesty, courtesy, patience and tact in all aspects of the performance of duties and working relationships.

Provide leadership based on ethics and principles as they relate to adult education program services, functions and operations.

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

Prepare, manage, and report budgets, including grant reporting compliance.

Lead and direct the work of others to create a team atmosphere.

Communicate effectively, both orally and in writing, while giving presentations, instructions, and explanations to individuals, and small or large groups notably when connecting to improve the skills of the community.

Demonstrate the understanding of, sensitivity, and commitment to meeting the needs of the individuals from diverse academic, socioeconomic, cultural, disability and ethnic backgrounds.

Work cooperatively and productively with internal and external constituencies.

Advocate for collegiality, staff cohesiveness and the other core values of the institution

Education and Experience Guidelines

Education/Training:

A Master's degree from an accredited college or university or equivalent combination of education and experience.

Required Experience:

Three (3) years of experience in the area of contract education.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

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

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

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

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

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

Board Approved: June 9, 2005

Revised: June 14, 2007, July 13, 2017

Range: 23

EXECUTIVE DIRECTOR, ECONOMIC, RESOURCE & COMMUNITY DEVELOPMENT

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class. This is a full-time categorically funded position and is contingent upon the availability of funds and "life of the grant."*

SUMMARY DESCRIPTION

Under the direction of the appropriate administrator, the Executive Director, Economic, Resource, and Community Development will work with the district colleges and within the Inland Empire region to promote economic, community and workforce development, create career pathways from not-for-credit, to non-credit and credit-applicable career technical education programs, enhance regional economic growth, and assist in the generation of revenues through grants development and strategic partnerships. The EDCT division supports the District and its' colleges through numerous workforce, economic, resource and community development initiatives and special projects, including the Workforce Innovation & Opportunity Act (WIOA), Strong Workforce Program (SWP), and Community Development Block Grant (CDBG). In fulfilling this assignment, the Executive Director will serve on multiple committees and assist in various capacities to provide leadership and guidance for the coordination, development, marketing, delivery, and management of Economic Development, Grants & Resource Development, and Community Development.

REPRESENTATIVE DUTIES:

13. Provides leadership in securing competitive grant funding from local, county, state, federal and foundation funding sources, and as appropriate, administers grant-funded programs within EDCT.
14. Serves on regional and statewide committees to advance workforce, community, and economic development initiatives that promote and support the mission of the District.
15. Serves as a member of the district-level standing and ad hoc committees associated with economic development, workforce development, community development and career technical education to strengthen the collaborative relationship between EDCT and the colleges.
16. Manages special initiatives sponsored through the State Chancellors' Office workforce development grants, and supports College K-12 grants and partnerships related to Secondary Education to Post-Secondary Education Career Pathways projects as developed through campus' local shared governance processes.
17. In collaboration with faculty, provides leadership in the District for securing Strong Workforce Program (SWP) competitive funding through the Inland Empire/Desert Region Consortia, and provides support to campuses/faculty implementation of SWP local share funding as appropriate.

18. Interacts with public and private employers to develop major grant partnerships, promotes Strong Workforce job development initiatives, and apprenticeship programs that have been approved through campus' local curriculum processes.
19. Effectively meet community and industry needs by developing and coordinating contract and not-for credit, partnerships on behalf of EDCT, and provide support to college faculty who are developing non-credit and for credit programs when requested.
20. Provides leadership in the management, coordination, marketing, and delivery of contract training programs offered through EDCT.
21. Provides leadership in the preparation of program review documents and establishes planning and budgeting priorities for the department.
22. Responsible for the submission of all reports related to managed programs and implements strategies and systems for management control, record keeping, client tracking, priority setting, reporting, and other functions to manage the changing resources and responsibilities of the department.
23. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
24. Performs other related duties as assigned.

QUALIFICATIONS

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

Knowledge of:

Corporate training, professional development and community education programs
 Grant development and management processes and procedures, including contracting, reporting, monitoring, accounting and record keeping, for local, county, state, federal and foundation funding
 Workforce Innovation & Opportunity Act (WIOA)
 Community Development Block Grant (CDBG)
 State Chancellors Office Strong Workforce Program
 Title V and college governance
 Coordination and management of contract education credit, non-credit and not-for-credit programs in a community college setting
 Budget development and tracking
 Regional, state and federal grant request and administration procedures.
 Principles and practices of program development and administration.
 Principles and practices of budget preparation, management, administration and reporting.
 Proficiency with computer skills including, but not limited to, word processing, spreadsheets, email, and database.
 Methods and techniques in advertising and marketing.
 Principles and practices in designing, developing, and implementing effective, integrated programs and services.
 Personnel management, supervision, and evaluation.
 Oral and written language skills to prepare reports and professional correspondence.
 Principles of supervision, training and human relations skills to conduct performance reviews, deliver

presentations, and convey technical information to a variety of audiences
Pertinent federal, state, and local laws, codes, and regulations relating to the program area.
Dynamics of a culturally and economically diverse community, its education and retraining needs.
Methods and techniques in advertising and marketing.
Knowledge of designing, developing, and implementing effective, integrated programs and services.

Ability to:

Plan, direct and control all activities of department staff
Develop and implement marketing strategies
Interpret and apply Federal, State, County, and District rules, regulations, policies, and procedures
Direct and manage assignments
Prepare written reports and oral presentations
Communicate effectively both orally and in writing
Develop and maintain cooperative relationships with local and regional employers, agencies and governmental entities
Supervise, train and evaluate staff
Effectively manage resources.
Participate in the selection and recommendation, supervision, training, and evaluation of staff.
Participate in the development and administration of goals, objectives, and procedures for assigned area.
Gather and analyze data and situations and make appropriate decisions.
Prepare and present comprehensive, concise, clear oral and written reports.
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
Learn, interpret and apply California Education Code, Title 5, federal, state, and local policies, laws, and regulations as it relates to the position.
Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.
Work cooperatively and productively with internal and external constituencies.
Advocate for collegiality, staff cohesiveness and other core values of the institution.
Demonstrate professionalism, fairness, honesty, courtesy, patience and tact in all aspects of the performance of duties and working relationships.
Provide leadership based on ethics and principles as they relate to adult education program services, functions and operations.
Establish and maintain effective working relationships with those contacted in the course of work.
Prepare, manage, and report budgets, including grant reporting compliance.
Lead and direct the work of others to create a team atmosphere.
Communicate effectively, both orally and in writing, while giving presentations, instructions, and explanations to individuals, and small or large groups notably when connecting to improve the skills of the community.
Demonstrate the understanding of, sensitivity, and commitment to meeting the needs of the individuals from diverse academic, socioeconomic, cultural, disability and ethnic backgrounds.
Work cooperatively and productively with internal and external constituencies.
Advocate for collegiality, staff cohesiveness and the other core values of the institution

Education and Experience Guidelines

Education/Training:

A Master's degree from an accredited college or university or equivalent combination of education and experience.

Required Experience:

Three (3) years of experience in the area of contract education.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

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

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

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

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

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

Board Approved: July 13, 2017

Range: 23

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: July 13, 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 7/13/2017

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<i>Consultants</i>			
Forsberg Consulting Services	(15420) Consulting services to provide technical assistance in Human Resources related matters Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Human Resources/SBCCD	\$70,000.00

SubTotal for Consultants: 1

Legal

Liebert Cassidy Whitmore	(15346) Provide Human Resources management training sessions and legal services Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Human Resources/SBCCD	\$40,000.00
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SubTotal for Legal: 1

Legal - Investigations

RCS Investigations & Consulting	(15323) Provide background investigations and personnel services for Human Resources Term: 7/1/2017 - 6/30/2019 Funding Source: General Funds	Human Resources/SBCCD	\$30,000.00
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SubTotal for Legal - Investigations: 1

Professional Services

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
American Arbitration Association	(15284) Arbitration services Term: 5/1/2017 - 6/30/2017 Funding Source: General Funds	Human Resources/SBCCD	\$75.00
Bradley, Vernon R.	(15406) Provide assistance in crisis intervention therapy Term: 7/1/2017 - 12/31/2017 Funding Source: Student Health Fee	Health Services/CHC	\$30,000.00
Fox, Roger E. MD DBA Fox Occupational Medical Center	(15322) Medical services for employment physicals, employee injury claims and required employee vaccination and testing Term: 7/1/2017 - 6/30/2019 Funding Source: General Funds	Human Resources/SBCCD	\$6,000.00
HMC Architects	(12439) Educational and Facilities Master Planning Services; this is to approve Amendment 01 covering additional services rendered at a cost of \$51,800 Term: 9/11/2015 - 6/30/2017 Funding Source: Capital Outlay	Fiscal Services/SBCCD	\$799,800.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
Padilla & Associates	(12635) Consulting services for Community Benefits Agreement and labor compliance for CHC's Student Services Building (SSA) and Laboratory/Adminstration Building and Administration Building (LADM) renovations; this is to approve Amendment 01 - to extend services for three months at a cost of \$51,025 Term: 12/11/2015 - 9/30/2017 Funding Source: Bond Funded	Facilities Planning/SBCCD	\$206,025.00
Shaw HR Consulting, Inc.	(15238) Provide disability interactive process coordination and facilitation services; Not to exceed \$10,000.00 annually Term: 7/1/2017 - 6/30/2019 Funding Source: General Funds	Human Resources/SBCCD	\$20,000.00
<i>SubTotal for Professional Services: 6</i>			
<i>Grand Total Contracts for Board Date 7/13/2017: 9</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: July 13, 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 175865 - 176022 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
175960	REVOLVING CASH	Athletics Entry Fee	390
175980	CHABOT-LAS POSITAS CCD	Conference	250
175925	US BANK CORPORATE PMT SYSTEMS	Conference	815
175941	COOPER, KRISTY	Conference	999
175930	US BANK CORPORATE PMT SYSTEMS	Conference	726
175895	US BANK CORPORATE PMT SYSTEMS	Conference	110
175896	KREHBIEL, DEANNA	Conference	100
176019	LAGRIMAS, MARK	Conference	123.17
176001	TORRES, JOSE	Conference	64
175978	US BANK CORPORATE PMT SYSTEMS	Conference	18.99
176003	LIEBERT CASSIDY WHITMORE	Conference	75.42
175940	HYATT REGENCY NEWPORT BEACH	Conference	2,991.00
175996	US BANK CORPORATE PMT SYSTEMS	Conference	240
175997	US BANK CORPORATE PMT SYSTEMS	Conference	2,499.00
175991	SAN BERNARDINO COUNTY SUPT	Conference	170
175992	SAN BERNARDINO COUNTY SUPT	Conference	170
175897	US BANK CORPORATE PMT SYSTEMS	Conference	40
175905	MATA, SUSANNE	Conference	177
175961	BARON, BRUCE	Conference	200
175886	VERIZON WIRELESS	Equipment	17.24
175892	MELROSEMAC INC	Equipment	4,849.62
175906	STAPLES	Equipment	107.31
175924	G/M BUSINESS INTERIORS	Equipment	3,623.32
175936	ROSS VIDEO LTD	Equipment	9,680.92
175972	DYSON B2B INC	Equipment	8,781.62
176013	CROWN LIFT TRUCKS	Equipment	80,984.88
175868	GRIZZLY INDUSTRIAL INC	Instructional Supplies	719.13
175981	HOME DEPOT, THE	Maintenance Supplies	1,321.62
175877	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	386.17
175891	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	680
175903	ALLEN, DENISE	Meals & Refreshments	98.28
175908	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	100
175922	SBVC FOOD SERVICES	Meals & Refreshments	301.34
175923	SBVC FOOD SERVICES	Meals & Refreshments	167.91
175959	DOUBLE TREE BY HILTON	Meals & Refreshments	1,158.97
175973	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	500
176002	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	35.78
176006	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	750
176007	STONE'S & CHIN JAMAICAN	Meals & Refreshments	550
175934	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	265.25
175935	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	41.56
176015	SMITH, JAMES E.	Meals & Refreshments	200
175882	INMARK/PRECISION SIGNS	Non-Instructional Supplies	34
175898	HOLLIMAN, ROANNE	Non-Instructional Supplies	49.15
175926	QUISENBERRY, KELLY	Non-Instructional Supplies	200

175933 STAPLES	Non-Instructional Supplies	151.48
175937 LOPEZ, ALMA	Non-Instructional Supplies	245.76
175963 STAPLES	Non-Instructional Supplies	136.27
175971 AIS	Non-Instructional Supplies	207.84
175976 SBVC BOOKSTORE	Non-Instructional Supplies	200
175982 GOWEN, LAURA	Non-Instructional Supplies	42.89
175993 ROBLES, MATTHEW	Operational Expenses & Fees	380
175999 HEIBEL, TODD	Operational Expenses & Fees	168
176005 SOUTH COAST AQMD	Operational Expenses & Fees	125.47
176014 SBVC FOOD SERVICES	Operational Expenses & Fees	300
175942 SBVC FOUNDATION	Other Student Aid	120,032.39
175885 THOMAS, KAREN	Personal Mileage	450
175894 DULOCK, RICHARD	Personal Mileage	53.5
175918 BRATULIN, PAUL	Printing, SBCCD	801.36
175875 BARNES & NOBLE INC	Software	80.79

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: July 13, 2017
SUBJECT: Consideration of Approval of Purchasing from California Higher Education Strategic Sourcing Program (CHESS)

RECOMMENDATION

It is recommended that the Board of Trustees approve purchasing via CHESS.

OVERVIEW

By utilizing this State approved CHESS process, SBCCD can purchase goods and services through California Public Higher Education Institutions. These Higher Education Institutions have already awarded contracts and therefore this allows SBCCD to purchase without going to bid. This is allowed through AB653 which has become Education Code 81646 and Public Contract Code 20653.5.

“Nothing in this code shall preclude the governing board of a community college district from purchasing materials, equipment, supplies, or services under the same terms and conditions as are specified in a contract lawfully awarded by the University of California or the California State University.”

Company	Piggyback from	Number	End Date
Waxie	Regents of the University of California	201409-0100	08-31-2019

ANALYSIS

Purchasing from CHESS process will save the District time, resources and cost.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Purchases would be supported by a fully funded purchase order.

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: July 13, 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 7/13/2017

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
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Bond Measure Funded

Allied Storage Containers Inc.	(15226) Moving of two storage containers as part of the Maintenance & Operations renovation project Term: 5/22/2017 - 6/30/2017 Funding Source: Bond Construction	Kitchell/SBCCD	\$540.00
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USA Shade & Fabric Structures dba Shade Structures Inc.	(15252) Production of 14'X14' single post pyramid shade for SBVC's gym area Term: 5/24/2017 - 6/30/2017 Funding Source: Bond Construction	Kitchell/SBCCD	\$14,981.00
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<i>SubTotal for Bond Measure Funded: 2</i>			<i>\$15,521.00</i>
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Braille Transcribing

California Department of Corrections & Rehabilitation	(15326) Braille transcribing and/or embossing services Term: 7/1/2017 - 6/30/2019 Funding Source: Braille Grant	ATPC/SBCCD	\$78,000.00
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<i>SubTotal for Braille Transcribing: 1</i>			<i>\$78,000.00</i>
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Broadcasting Rights

American Public Media (APM)	(15350) Broadcast rights and content agreement for radio programs to be aired on KVCR-FM Term: 7/1/2017 - 6/30/2018 Funding Source: KVCR - Foundation	FM/KVCR	\$42,582.00
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<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Broadcasting Rights</u>				
	American Public Television	(15338) Broadcasting rights for the airing of syndicated programs Term: 7/1/2017 - 6/30/2019 Funding Source: KVCR - Foundation	TV/KVCR	\$7,000.00
	American Public Television	(15319) Program exchange fees for KVCR-TV station which allows KVCR-TV to pick from a list of programs to air on KVCR-TV Term: 7/1/2017 - 6/30/2018 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$8,702.00
	Lindstrom, Lars dba Nordisk Film Productions	(15325) Broadcast rights to "Northern Great Mountain" Term: 7/1/2017 - 6/30/2021 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$2,500.00
	National Educational Telecommunications Association (NETA)	(15348) Program subscriber fees for the airing of any programs Term: 7/1/2017 - 6/30/2018 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$3,612.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Broadcasting Rights</u>			
New York Public Radio - WNYC	(12228) Master Agreement for Broadcast Rights - for KVCR-FM to air WNYC programs: Broadcasting rights for the airing of "Radiolab, On The Media, The New Yorker Radio Hour, Snap Judgement and Freakonomics Radio"; this is to approve the airing rights to these programs for FY 2017/2018 at a cost of \$9,990 Term: 10/1/2015 - 9/30/2018 Funding Source: KVCR - Gen Funds	FM/KVCR	\$22,084.55
Tribal Eye Productions	(15253) Licensing agreement for use of musical compositions and recording "The American Indian Veterans"; no cost to SBCCD Term: 5/15/2017 - 5/14/2022 Funding Source: N/A	FNX/KVCR	
Tribal Eye Productions	(15254) Program Acquisition for "The American Indian Veterans"; no cost to SBCCD Term: 5/15/2017 - 5/14/2018 Funding Source: N/A	FNX/KVCR	
Welks Syndication	(15390) Broadcast rights to air "The Lawrence Welk Show, The Welk Stars Through the Years, and Lawrence Welk Precious Memories" Term: 8/26/2017 - 8/18/2019 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$12,343.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Broadcasting Rights</u>			
<i>SubTotal for Broadcasting Rights: 9</i>			\$98,823.55
<u>CalWorks Off-Campus Work Study</u>			
Center for Effective Life Transitions	(15356) Off-Campus workstudy - Student Cuevas, Melissa; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$13,728.00
Dee Thomas Agency	(15362) Off-Campus workstudy - Student - Mendez, Lizbeth; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$14,976.00
Real Journey Academies, Inc.	(15357) Off-Campus workstudy - Student - Alcantara, Lorena; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$13,728.00
Real Journey Academies, Inc.	(15361) Off-Campus workstudy - Student - Grant, Kayla; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$13,728.00

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>CalWorks Off-Campus Work Study</u>				
	Real Journey Academies, Inc.	(15360) Off-Campus workstudy - Student - Guantes, Anani Mucino; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$13,728.00
	Real Journey Academies, Inc.	(15358) Off-Campus workstudy - Student - Mendoza, Cynthia; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$14,352.00
	Real Journey Academies, Inc.	(15359) Off-Campus workstudy - Student - Menjivar, Claudia; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$14,352.00
	SBX Services Inc. dba Express Quality Car Hand Wash	(15385) Off-Campus workstudy - Student - Villagrana, Sally; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$13,104.00
	Simply The Best Healthcare	(15367) Off-Campus workstudy - Student - Greer, Jonevea; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$13,104.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<i>CalWorks Off-Campus Work Study</i>			
Teddy Bear Tymes Child Care	(15364) Off-Campus workstudy - Student - Garcia, Patricia Serrano; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$12,480.00
Teddy Bear Tymes Child Care	(15365) Off-Campus workstudy - Student - Perez, Candy; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$12,480.00
Teddy Bear Tymes Child Care	(15363) Off-Campus workstudy - Student - Sanchez, Ana; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$12,480.00
Think Together	(15366) Off-Campus workstudy - Student Rivera, Mirla; reimbursed at up to 100% of per hourly rate Term: 7/1/2017 - 6/30/2018 Funding Source: CalWorks	Calworks/SBVC	\$13,728.00
<i>SubTotal for CalWorks Off-Campus Work Study: 13</i>			<i>\$175,968.00</i>

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Clinicals</u>				
	San Bernardino, County of	(15398) Clinicals - Affiliation Agreement for Clinical Site at Arrowhead Community Hospital for Radiology Program Participants Term: 7/1/2017 - 6/30/2022 Funding Source: Lottery Fund	Program Development/CHC	\$57,500.00
	U.S. Department of Veteran Affairs	(15260) Clinical site for Allied Health programs within SBCCD; no cost to SBCCD; this is to approve contract for an additional 10 years Term: 1/1/2011 - 6/30/2027 Funding Source: N/A	Business Services/SBCCD	
<i>SubTotal for Clinicals: 2</i>				<i>\$57,500.00</i>
<u>General</u>				
	4 Hire Education, Inc.	(15317) Facilitation of the "Catapult Build Program" at four K-12 school sites Term: 6/12/2017 - 6/30/2017 Funding Source: General Funds	PDC/SBCCD	\$7,000.00
	Ad Club Advertising Services, Inc.	(15318) Recruitment advertising for vacant positions Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Human Resources/SBCCD	\$1,000.00
	Ad Club Advertising Services, Inc.	(15352) Recruitment advertising for vacant positions Term: 7/1/2017 - 6/30/2018 Funding Source: Equal Employment	Human Resources/SBCCD	\$25,000.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Alhambra Reprographics, Inc. DBA A & I Reprographics	(15303) Reproduction of technical drawings for non-bond projects Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$25,000.00
All Star Engraving	(15240) Production of medals for graduating CHC EOPS and CalWORKs students engraved with student name and green neck ribbon Term: 5/29/2017 - 6/30/2017 Funding Source: EOP&S	EOP&S/CHC	\$517.73
American Fidelity Assurance	(15335) Employee Benefit Program - Flexible Benefit Plan Agreement; no cost to SBCCD Term: 7/1/2017 - 6/30/2018 Funding Source: N/A	Human Resources/SBCCD	
AppleOne Employment Services dba Act 1 Group	(15394) Temporary employment services for a File Clerk to help with backlog; temporary employment will end once backlog is cleared Term: 6/26/2017 - 6/30/2018 Funding Source: General Funds	Fiscal Services/SBCCD	\$15,000.00
AppleOne Employment Services dba Act 1 Group	(15395) Temporary Employment Services for Accountant to help with backlog; temporary employment will end once backlog is cleared Term: 6/26/2017 - 6/30/2018 Funding Source: General Funds	Fiscal Services/SBCCD	\$45,000.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Associated Press	(15340) Fee adjustment due to rate change on 01/06/2017 Term: 1/6/2017 - 1/5/2018 Funding Source: KVCR - Foundation	FM/KVCR	\$88.24
Awesome Blinds & Shutters, Inc.	(15248) Window shade replacement in Child Development classrooms Term: 5/24/2017 - 6/30/2017 Funding Source: General Funds	Maintenance/SBVC	\$10,050.64
Backflow Solutions	(15302) On demand backflow tests, repairs, and maintenance Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$50,000.00
Barr Door, Inc.	(15306) On demand repairs to SBVC campus roll-up doors Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$50,000.00
Barr Door, Inc.	(14885) Removal and installation of a rolling door at SBVC Library; increase by \$1,579.36 for additional repairs to steel beams Term: 3/1/2017 - 6/30/2017 Funding Source: General Funds	Maintenance/SBVC	\$12,122.16

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Big Bear Grizzly, The	(15270) Print advertising to promote enrollment at SBVC and at SBVC's satellite campus at Big Bear High School Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$1,475.00
Blue Outdoor LLC	(15280) Outdoor advertising banner at Victoria Gardens Mall to promote SBVC Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$4,226.00
Blue Outdoor LLC	(15279) Production/Installation of outdoor advertising banner at Victoria Gardens Mall to promote SBVC Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$1,775.00
Building Automation Systems, Inc	(15313) Repair of fume hoods in science labs Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$25,000.00
California Newspapers Partnership	(15289) Online advertising through Ad Taxi to promote SBVC Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$10,000.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
California State University - San Bernardino	(15144) Print advertisement to promote CHC in The Coyote Chronicle Term: 5/22/2017 - 6/5/2017 Funding Source: General Funds	Marketing/CHC	\$723.00
CEPA Operations, Inc.	(15376) Annual test and certification of fume hoods; includes on demand repairs Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/CHC	\$5,000.00
Cerrell Associates, Inc.	(15423) Evaluate the strengths and areas of improvement needed for SBCCD's branding Term: 7/1/2017 - 12/31/2017 Funding Source: General Funds	Chancellor/SBCCD	\$11,000.00
Commuter Advertising, Inc.	(15258) Print advertising on buses Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$4,000.00
Couts Heating & Cooling, Inc.	(15299) On demand services for repairs to chillers, AC units, boilers, and ice machines Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$50,000.00
Crown Lift Trucks	(15336) Purchase agreement for new forklift to be used in the forklift certification workshops through PDC Term: 6/13/2017 - 6/30/2017 Funding Source: ICT/Digital Media Grant	PDC/SBCCD	\$80,984.88

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>				
	Dan Lyman Construction, Inc.	(15301) On demand repairs to all doors at SBVC Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$50,000.00
	Direct Connection	(15294) Data processing and mail service for Summer 2017 direct mail fundraising campaign for KVCR; additional gift campaign Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	TV/KVCR	\$1,832.60
	Direct Connection	(15293) Data processing and mail service for Summer 2017 direct mail fund-raising campaign for KVCR; lapsed donor campaign Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	TV/KVCR	\$2,528.00
	Donaghue, Douglas dba On-Site Graphics	(15384) Design and installation of a wrap on a 14' trailer Term: 6/1/2017 - 6/30/2017 Funding Source: State Grant	PDC/SBCCD	\$2,230.43
	DS Waters of America, Inc dba Sparkletts	(15396) Lease of one hot and cold water cooler and filter water service Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	TESS/SBCCD	\$336.18

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
EBSCO Subscriptions Services	(15275) Magazine subscription for the SBVC Library Term: 8/1/2017 - 7/31/2018 Funding Source: General Funds	Library/SBVC	\$21,696.33
Entravision Communications	(15263) Radio advertising to promote SBVC enrollment; KLYY 97.5/103.1 FM Term: 6/6/2017 - 6/13/2017 Funding Source: General Funds	Marketing/SBVC	\$3,990.00
Environmental Management Technologies	(15311) On demand hazardous waste and material pickup Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$50,000.00
Environmental Management Technologies	(15374) On demand hazardous waste and material pickup Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/CHC	\$14,500.00
Facebook, Inc.	(15262) Online advertising to promote SBVC enrollment Term: 6/9/2017 - 8/22/2017 Funding Source: General Funds	Marketing/SBVC	\$11,000.00
Facebook, Inc.	(15268) Online advertising to promote Spring 2016 enrollment Term: 2/12/2016 - 2/28/2016 Funding Source: General Funds	Marketing/SBVC	\$489.57

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Fairview Ford	(14641) On demand repair services for District Police vehicles; amount increased by \$6,500 for additional repairs needed on District Police vehicles Term: 7/1/2016 - 6/30/2017 Funding Source: General Funds	District Police/SBCCD	\$9,500.00
FastSigns	(15328) Production of acrylic and ADA braille signs and banners for the reading lab Term: 7/1/2017 - 12/31/2017 Funding Source: Student Equity	Student Services/SBVC	\$2,649.85
Fitness International, LLC	(15259) SBCCD to participate in the LA Fitness Corporate Wellness Program; employees to get individual memberships to the gym at a reduced rate of \$25 per month per employee; no cost to SBCCD Term: 7/1/2017 - 6/30/2018 Funding Source: N/A	Human Resources/SBCCD	
Foreman, Becky	(15043) Facilitation of a two hour AB86 Executive Committee strategic planning meeting Term: 8/4/2017 - 8/4/2017 Funding Source: AB86 Adult Consortium	Mathematics/SBVC	\$300.00
Foreman, Becky	(15243) Facilitation of a two hour AB86 Executive Committee strategic planning meeting Term: 10/27/2017 - 10/27/2017 Funding Source: AB86 Adult Consortium	Mathematics/SBVC	\$300.00

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>				
	Foreman, Becky	(15244) Facilitation of a two hour AB86 Executive Committee strategic planning meeting Term: 12/8/2017 - 12/8/2017 Funding Source: AB86 Adult Consortium	Mathematics/SBVC	\$300.00
	Foreman, Becky	(15246) Facilitation of a two hour AB86 Executive Committee strategic planning meeting Term: 9/29/2017 - 9/29/2017 Funding Source: AB86 Adult Consortium	Mathematics/SBVC	\$300.00
	Foreman, Becky	(15290) Workshop topic "Student Success and Support Planning" Term: 8/1/2017 - 8/3/2017 Funding Source: Student Equity	Student Services/CHC	\$6,000.00
	Fred's Glass & Mirror, Inc.	(15305) On demand repairs to windows and doors at SBVC Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$25,000.00
	Gallaghers	(15343) Production of Crystal award Term: 4/3/2017 - 5/30/2017 Funding Source: General Funds	Human Resources/SBCCD	\$560.30
	Garcia, Kimberly dba All Around Glam	(15392) On demand hairstyling and make up for on air productions Term: 7/1/2017 - 6/30/2018 Funding Source: KVCR - Foundation	TV/KVCR	\$5,000.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Golf Cars of Riverside	(15375) On demand repairs and maintenance on CHC grounds and custodial golf carts Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/CHC	\$3,000.00
Golf Cars of Riverside	(15308) On demand repairs and maintenance on SBVC grounds golf carts Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$40,000.00
Goodwill Southern California	(14878) Document shredding services up to six bins Term: 4/1/2017 - 6/30/2017 Funding Source: KVCR - Foundation	TV/KVCR	\$110.00
Google, Inc	(15292) Online advertising to promote SBVC Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$3,000.00
HAAS Automation Inc.	(15331) Repair of computerized machining equipment Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Machine Trades/SBVC	\$365.00
Hispanic Lifestyle	(15407) Booth rental at "Southern California Business Expo and Conference" to promote District wide programs Term: 5/31/2017 - 5/31/2017 Funding Source: General Funds	Marketing/SBCCD	\$250.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Hoss, Brian dba Hoss Pond Service	(15377) Pond cleaning service and maintenance Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/CHC	\$1,800.00
Hour Glass & Mirror, Inc.	(15312) On demand repairs on windows and doors Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$50,000.00
iHeartMedia	(15283) Radio advertising to promote SBVC Term: 6/12/2017 - 6/26/2017 Funding Source: General Funds	Marketing/SBVC	\$1,999.95
Inland Computer Systems	(15324) Repairing of printers at the Printshop Term: 6/9/2017 - 6/30/2017 Funding Source: General Funds	TESS/SBCCD	\$690.43
Island Advertising, Inc	(15239) Production of 1,000 survival kits, 2,000 pencils, and 500 spiral notebooks with logo to promote the CHC EOPS program Term: 5/29/2017 - 6/30/2017 Funding Source: EOP&S	EOP&S/CHC	\$24,382.45
J & M Trophies	(15265) Production of 3 plaques with engraving Term: 5/1/2017 - 6/30/2017 Funding Source: General Funds	Administrative Services/SBVC	\$495.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
JobElephant.com Inc.	(14965) On-demand advertising for open employment positions within the District; This is to approve Amendment 01-increase by \$1,350 for unlimited postings on higheredjobs.com Term: 7/1/2017 - 6/30/2018 Funding Source: Equal Employment	Human Resources/SBCCD	\$10,345.00
KBHR 93.3 Bear FM	(15342) Radio advertising to promote Big Bear campus and to bring awareness to the mountain community of SBVC's satellite campus Term: 7/17/2017 - 7/30/2017 Funding Source: General Funds	Science/SBVC	\$756.00
KCAL FM - SBR Broadcasting Corp	(15295) Radio advertising to promote SBVC Term: 6/5/2017 - 6/23/2017 Funding Source: General Funds	Marketing/SBVC	\$3,000.00
K-FROG Stations, The DBA CBS Radio	(15242) Radio advertising on KFRG-FM Term: 6/15/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$1,000.00
LeMay Construction	(15232) Provide relocation of cubicles in Computing Services office Term: 5/23/2017 - 6/30/2017 Funding Source: General Funds	TESS/SBCCD	\$380.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
LeMay Construction	(15255) Repair of drywall in TESS building where TV monitor and support board were removed Term: 5/24/2017 - 6/30/2017 Funding Source: General Funds	TESS/SBCCD	\$465.00
Liebert Cassidy Whitmore	(15391) Provide Human Resource management training sessions regarding employment relations, management rights and obligations Term: 7/1/2017 - 6/30/2018 Funding Source:	Human Resources/SBCCD	\$3,500.00
Loma Linda University Health Care	(15389) Provide physical exams for SBVC & CHC employees who work with formaldehyde Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Safety/SBCCD	\$3,000.00
Luth, Heather	(15298) Facilitation of the "Educational Equity Certificate Series" Term: 8/10/2017 - 3/29/2018 Funding Source: Student Equity	Student Services/CHC	\$3,600.00
Magnum Range Inc.	(15269) Shooting range services for District Police personnel to maintain required skill standards Term: 7/1/2016 - 6/30/2017 Funding Source: General Funds	District Police/SBCCD	\$5,000.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Magnum Towers, Inc	(15344) Provide structural mapping of tower located at 10550 Box Springs Mountain Rd, Moreno Valley, CA Term: 6/10/2017 - 6/30/2018 Funding Source: General Funds	TV/KVCR	\$5,000.00
Mint Print Media	(15271) Production of 2,500 flyers for SBVC's Winter Fest Term: 11/30/2016 - 12/6/2016 Funding Source: General Funds	Marketing/SBVC	\$486.00
Mint Print Media	(15288) Production of window wraps, vinyl banners to promote Summer 2017 enrollment Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$16,884.51
Mint Print Media	(15272) Production of Winterfest Booklets Term: 11/30/2016 - 12/6/2016 Funding Source: General Funds	Marketing/SBVC	\$801.36
Nestle Waters North America dba ReadyRefresh	(15337) Provide 5 gallon hot and cold water cooler with water services Term: 7/1/2017 - 6/30/2018 Funding Source: KVCR - Foundation	KVCR/KVCR	\$3,000.00
P&R Tower Company	(15341) Provide structural mapping of tower located at 10550 Box Springs Mountain Rd, Moreno Valley, CA Term: 6/10/2017 - 6/30/2018 Funding Source: General Funds	TV/KVCR	\$3,640.00

<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	(15386) Design promotional materials to promote Adult Education project Term: 7/1/2017 - 7/31/2017 Funding Source: Adult Ed (AEBG) Grant	Mathematics/SBVC	\$6,750.00
Pacific Industrial Electric Company Inc.	(15370) On demand services for electrical repairs on SBVC campus Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$10,000.00
Panera Bread	(15368) Catering for "New Student Welcome Day" event Term: 8/9/2017 - 8/9/2017 Funding Source: Matriculation	Counseling/SBVC	\$9,852.00
Party Plus Rental	(15369) Rental of 4 canopies with chairs for the "New Student Welcome Day" event Term: 8/9/2017 - 8/9/2017 Funding Source: Matriculation	Counseling/SBVC	\$2,334.05
Party Plus Rental	(15287) Rental of cocktail tables Term: 6/27/2017 - 6/28/2017 Funding Source: General Funds	President/SBVC	\$223.57
PBS - Public Broadcasting Service	(15296) Uplink Services for distribution of FNX channel television programs Term: 7/1/2017 - 6/30/2018 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$140,640.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Pennington Designs	(15234) Production of 60 short sleeve jersey T-shirts in black Term: 5/23/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$700.00
Purcell-Rorick, Mary	(15339) Provide assistance in the Redlands Bowl production Term: 7/1/2017 - 10/31/2017 Funding Source: KVCR - Foundation	TV/KVCR	\$1,500.00
Ram Plumbing Heating & Air	(13869) On demand plumbing repairs at SBVC; increase in the not to exceed amount by \$5,000 due to work that cannot be performed by staff plumber Term: 7/1/2016 - 6/30/2017 Funding Source: General Funds	Maintenance/SBVC	\$10,000.00
Redlands Print Shop	(15249) Printing of workshop handouts Term: 4/24/2017 - 4/24/2017 Funding Source: Employment Training Panel	PDC/SBCCD	\$41.81
Redlands Print Shop	(15250) Printing of workshop handouts Term: 4/7/2017 - 4/7/2017 Funding Source: Employment Training Panel	PDC/SBCCD	\$57.32
Redlands Print Shop	(15251) Printing of workshop handouts Term: 4/6/2017 - 4/6/2017 Funding Source: Employment Training Panel	PDC/SBCCD	\$59.48

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Republic Lagun Machine Tool Co., Inc.	(15330) Repair of machine lab equipment Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Machine Trades/SBVC	\$966.00
Riddell/All American	(15236) Repair of football helmets for 2017 season Term: 5/23/2017 - 6/30/2017 Funding Source: General Funds	Athletics/SBVC	\$4,998.86
Rosendin Electric, Inc	(15373) On-demand electrical repairs at CHC Solar Farm Term: 7/1/2017 - 6/30/2022 Funding Source: General Funds	Maintenance/CHC	\$188,459.00
Rosendin Electric, Inc	(14141) On-demand electrical repairs at CHC Solar Farm; this is to approve increase in not to exceed amounty by \$3,000 Term: 7/1/2016 - 6/30/2017 Funding Source: General Funds	Maintenance/CHC	\$18,000.00
Ross Video LTD	(15256) Purchase agreement for Nielsen Encoder for timestamp coding to uniquely identify program content Term: 5/24/2017 - 6/30/2017 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$8,799.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
RPW Services, Inc	(15307) Rodent control maintenance for SBVC campus grounds Term: 7/1/2017 - 6/30/2020 Funding Source: General Funds	Maintenance/SBVC	\$14,940.00
San Bernardino County Sheriff's Department	(15277) Agreement for District Police access to Sheriff's Automated system for California Enforcement Telecommunications System (CETS) Term: 7/1/2017 - 6/30/2020 Funding Source: General Funds	District Police/SBCCD	\$6,000.00
San Bernardino County Sheriff's Department	(15276) Dispatch services for District Police Department Term: 7/1/2017 - 6/30/2020 Funding Source: General Funds	District Police/SBCCD	\$159,239.00
San Bernardino, County of	(15261) Provide "WAN" connection to the County's information systems as it relates to District Police Business Term: 6/19/2017 - 6/25/2017 Funding Source: General Funds	Marketing/SBVC	\$39,793.00
SC Industrial Inc.	(15327) Inspection of 12 lathes and complete any necessary repairs Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Machine Trades/SBVC	\$1,300.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Screen Vision Media	(15282) Advertising in local movie theaters Harkins Mountain Grove 16 & Harkins Moreno Valley to promote SBVC Term: 6/9/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$5,640.00
Screen Vision Media	(15281) Advertising in local movie theaters Regency Sterling 6 and Redlands Cinema 14 Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$4,660.00
Sommerville, Jerry	(15353) Research and analysis of top coding camps Term: 7/1/2017 - 9/30/2017 Funding Source: ICT/Digital Media Grant	PDC/SBCCD	\$4,500.00
South Coast Water Co dba Hannah Industries Inc.	(15397) Deionized water treatment service for Chemistry labs Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Chemistry/SBVC	\$1,130.00
Staples Contract & Commercial, Inc.	(15247) Printing of 18 handouts for the Electrical Theory class Term: 4/5/2017 - 4/5/2017 Funding Source: Employment Training Panel	PDC/SBCCD	\$78.32
Staples Contract & Commercial, Inc.	(15245) Printing of 20 handouts for the Electrical Theory class Term: 4/5/2017 - 4/5/2017 Funding Source: Employment Training Panel	PDC/SBCCD	\$10.58

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Sun, The-Inland Valley Daily	(15266) Quarter page advertisement of the Workforce Readiness Certificate Program at CHC Term: 5/28/2017 - 6/8/2017 Funding Source: General Funds	Marketing/CHC	\$4,593.52
Sunstate Equipment Company	(14610) On demand heavy equipment rentals; this is to approve and increase in the not to exceed amount by \$4,000 Term: 1/23/2017 - 6/30/2017 Funding Source: General Funds	Maintenance/SBVC	\$5,000.00
Target Media Partners Interactive, LLC	(15278) Advertising on mobile devices to promote SBVC Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$4,000.00
Technical Safety Services, Inc.	(15300) Testing, certification and on demand repairs as needed for fume hoods at SBVC Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$20,000.00
Time and Alarm Systems	(15310) Install Cellular Fire Alarm Dialers at various locations at SBVC Term: 7/1/2017 - 12/31/2017 Funding Source: General Funds	Maintenance/SBVC	\$14,040.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Time and Alarm Systems	(15309) On demand repairs & testing of fire alarm system at SBVC Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/SBVC	\$50,000.00
Trophy House	(15235) Production of Valley College awards Term: 5/23/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$1,150.58
Turquoise Trail Releasing, LLC	(15297) Provide assistance in the selling of ads, underwriting, and program sponsorship for FNX-TV Term: 7/1/2017 - 6/30/2018 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$50,000.00
Twitter Ads	(15291) Online advertising to promote SBVC Term: 6/1/2017 - 6/30/2017 Funding Source: General Funds	Marketing/SBVC	\$2,000.00
Valentine & Company dba SmartCatalog	(15137) Software hosting fee for database management of CHC catalogs and schedules Term: 9/10/2017 - 9/12/2017 Funding Source: General Funds	Student Services/CHC	\$3,572.51

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Vector USA DBA Vector Resources Inc.	(15304) On demand repairs for SBVC surveillance system Term: 7/1/2017 - 6/30/2020 Funding Source: General Funds	Maintenance/SBVC	\$25,000.00
Walker Brothers Machinery Moving, Inc.	(14648) Installation of a Mazak CNC Machine at SBVC Welding department; funded through the Trade Adjustment Assistance Community College and Career Training Grant; this to approve an increase in cost by \$683.94 Term: 2/13/2017 - 6/30/2017 Funding Source: State Grant	Technical Training/SBVC	\$1,950.00
Wilbur's Power Equipment	(15379) On demand repairs of lawn equipment Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Maintenance/CHC	\$2,000.00
Xerox Education Services	(13746) Student Loan Servicing Agreement; This to approve a year extension of the contract Term: 7/1/2016 - 6/30/2018 Funding Source: General Funds	Fiscal Services/SBCCD	\$21,000.00
Yale/Chase Material Handling	(15274) Repair of scissor lift at KVCR Term: 5/26/2017 - 6/30/2017 Funding Source: KVCR - Foundation	TV/KVCR	\$1,060.26

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>				
<i>SubTotal for General: 117</i>				<i>\$1,676,465.47</i>
<u>Income - Contract Ed</u>				
Evolutions Fresh/Starbucks	(15334) Training agreement for professional development courses offered to vendor's participants Term: 5/10/2017 - 6/30/2018 Funding Source: N/A	PDC/SBCCD		\$25,000.00
Metropolitan Water District of Southern California, The	(15241) Contract Education - for Metropolitan's Mechanical Apprenticeship program Term: 8/1/2017 - 12/31/2017 Funding Source: N/A	PDC/SBCCD		\$14,950.00
San Bernardino City USD	(15285) PDC to provide 72 hour of civics instruction as part of the Workforce Readiness Program Term: 6/1/2017 - 7/30/2017 Funding Source: N/A	PDC/SBCCD		\$106,510.00
<i>SubTotal for Income - Contract Ed: 3</i>				<i>\$146,460.00</i>
<u>Income - Facilities Use</u>				
California Virtual Academies	(15321) Use of SBVC Auditorium for academy graduation Term: 6/8/2017 - 6/8/2017 Funding Source: N/A	Administrative Services/SBVC		\$880.27

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Income - Facilities Use</u>			
Community College Internal Auditors (CCIA)	(15347) Facility use of SBVC conference room for an Internal Auditors Conference Term: 10/5/2017 - 10/6/2017 Funding Source: N/A	Administrative Services/SBVC	
<i>SubTotal for Income - Facilities Use: 2</i>			<i>\$880.27</i>
<u>Income - General</u>			
Child Care Resource Center	(15273) Provide child care for resource center program participant Term: 6/5/2017 - 6/23/2017 Funding Source: N/A	Child Care Center/SBVC	\$15,000.00
Liquidation Company, The - TLC Auctions	(15237) Auctioneer services for disposal of Districtwide surplus assets; 65% of sales proceeds Term: 7/1/2017 - 6/30/2018 Funding Source: N/A	Business Services/SBCCD	
<i>SubTotal for Income - General: 2</i>			<i>\$15,000.00</i>
<u>Income - Grant</u>			
California Department of Ed	(15332) Grant for Child Care Center: California State Preschool Program (CSPP) Term: 7/1/2017 - 6/30/2018 Funding Source: N/A	Child Care Center/SBVC	\$1,589,679.00

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<i>Income - Grant</i>				
	California Department of Ed	(15333) Grant for Child Care Center: General Child Care & Development Programs Term: 7/1/2017 - 6/30/2018 Funding Source: N/A	Child Care Center/SBVC	\$740,633.00
	California Department of Rehabilitation	(13884) Department of Rehabilitation - Grant for Workability III program; this is to approve Amendment 01 to revise program budget and to match service summary Term: 7/1/2016 - 6/30/2019 Funding Source: N/A	Calworks/SBVC	\$428,286.00
	CCC Chancellor's Office	(13737) Academic Affairs Middle College High School Grant; This is to approve the extension of the ending term date of the grant from 06/30/2017 to 10/30/2017 Term: 7/1/2016 - 10/30/2017 Funding Source: N/A	Middle College/SBVC	\$109,000.00
	Yosemite CCD	(14280) Instructional agreement for the advancement of child development teachers to get stipends to advance their Early Childhood Teachers Certifications; this is to approve Amendment 01- to increase funding by \$6,250 Term: 7/1/2016 - 6/30/2017 Funding Source: N/A	Child Development/SBVC	\$15,000.00
<i>SubTotal for Income - Grant: 5</i>				<i>\$2,882,598.00</i>

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Leases</u>			
Insite Towers, LLC	(7328) Lease - EDOM Hill Property telecommunication site for Koch's transmitting tower; this is to approve extension of lease for an additional five years Term: 1/1/2011 - 12/31/2021 Funding Source: KVCR - CPB Grant - TV	KVCR/SBCCD	\$144,525.00
<i>SubTotal for Leases: 1</i>			<i>\$144,525.00</i>
<u>Maintenance Agreement</u>			
Couts Heating & Cooling, Inc.	(15372) Maintenance for HVAC systems at CHC; plus on demand repairs per rate schedule Term: 7/1/2017 - 6/30/2020 Funding Source: General Funds	Maintenance/CHC	\$41,712.34
Dell Computer Company	(15314) Maintenance renewal of Load Balancer needed to keep network traffic running Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	TESS/SBCCD	\$6,652.22
EMCOR Service	(15371) Preventive maintenance agreement for HVAC systems and boiler repairs Term: 7/1/2017 - 6/30/2020 Funding Source: General Funds	Maintenance/CHC	\$29,010.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Maintenance Agreement</u>			
Facilities Protection Systems	(15315) Maintenance on the fire suspension systems in the Computer Science building Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	TESS/SBCCD	\$2,161.00
Pacific Coast Elevator dba Amtech Elevator Services	(11763) Maintenance agreement on SBVC elevators; this is to approve Amendment 3 - to add a phone replacement in SBVC Auditorium elevator Term: 7/1/2015 - 6/30/2017 Funding Source: General Funds	Maintenance/SBVC	\$48,153.00
Water One	(15378) Maintenance Agreement for CHC Water Management Program, chemical water treatment for boilers, and HVAC system Term: 7/1/2017 - 6/30/2022 Funding Source: General Funds	Maintenance/CHC	\$18,900.00
<i>SubTotal for Maintenance Agreement: 6</i>			<i>\$146,588.56</i>
<u>PO as Contract</u>			
Crest Chevrolet/Geo	(13856) Repairs to the maintenance department vehicles; this is to approve an increase to PO value by \$700.00 Term: 7/1/2016 - 6/30/2017 Funding Source: KVCR - CPB Grant - TV	KVCR/KVCR	\$1,700.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<i>PO as Contract</i>			
Herff Jones Inc.	(15355) Rental Commencement Regalia for Board Members for 2017 Graduation events Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Chancellor/SBCCD	\$700.00
Herff Jones Inc.	(15354) Rental Commencement Regalia for Chancellor and Vice Chancellor's for Graduation events Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Chancellor/SBCCD	\$300.00
Martinell's Heating & Air Cond	(15257) Repair of heating and cooling system at Box Springs Tower location Term: 5/24/2017 - 6/30/2017 Funding Source: KVCR - Foundation	TV/KVCR	\$300.00
Watson Bros	(15267) Provide calibration and maintenance on 26 balances Term: 5/1/2016 - 6/30/2017 Funding Source: General Funds	Chemistry/SBVC	\$2,422.25
Wingate Mechanical, Inc	(15422) Emergency repair of air conditioning system at KVCR Tower Term: 6/26/2017 - 6/30/2017 Funding Source:	TV/KVCR	\$750.00
<i>SubTotal for PO as Contract: 6</i>			<i>\$6,172.25</i>

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Program Acquisition</u>			
Imparja Television Pty Ltd	(14729) Broadcast license agreement for the airing of "Yamba's Playtime" Seasons 1, 2 & 4 and "Yamba's Playtime on the Road" Season 1 Term: 11/11/2016 - 11/10/2021 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$26,250.00
<i>SubTotal for Program Acquisition: 1</i>			<i>\$26,250.00</i>
<u>Rescinded/Cancelled</u>			
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)
<i>SubTotal for Rescinded/Cancelled: 1</i>			<i>(\$1,286.02)</i>
<u>Small Scale Construction</u>			
Three Peaks Corp.	(15421) Replacement of SBVC's parking permit kiosks footings and includes relocation of some kiosks sites Term: 6/5/2017 - 7/28/2017 Funding Source: Block Grant	Facilities Planning/SBCCD	\$17,180.00
<i>SubTotal for Small Scale Construction: 1</i>			<i>\$17,180.00</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>			
Animoto Inc.	(15286) Annual professional subscription - online video production software Term: 2/9/2017 - 2/8/2018 Funding Source: General Funds	Marketing/SBVC	\$264.00
Basecamp	(15351) Software subscription for an online group project management program Term: 7/1/2017 - 6/30/2018 Funding Source: KVCR - Foundation	FNX/KVCR	\$1,000.00
Career Cruising - The Complete Guidance System	(15329) Online access to "ccSpringboard" Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Transfer Center/ Matriculation/	\$694.99
CASAS - Comprehensive Adult Student Assessment Systems	(15393) Software license for "National External Diploma Program" assess education levels and certifies high school-level competencies of adults; online software access will be used by all high school consortia partners as part of the Adult Education regional program Term: 7/1/2017 - 6/30/2020 Funding Source: AB86 Adult Consortium	Mathematics/SBVC	\$66,500.00
CASAS - Comprehensive Adult Student Assessment Systems	(15387) Software licensing for "TOPS Enterprise Online and CASAS eTest Online" includes TOPS Enterprise Annual Support Term: 7/1/2017 - 6/30/2018 Funding Source: AB86 Adult Consortium	Mathematics/SBVC	\$18,800.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Software/Online Services</u>			
CCC Chancellor's Office	(15388) Student-Right-To-Know reporting subscription agreement Term: 7/1/2017 - 6/30/2020 Funding Source: General Funds	TESS/SBCCD	\$35,400.00
Constant Contact, Inc.	(15380) Online access to "E-mail marketing, Event Spot and My Library Plus" for upgrade of address database and potential donor search Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Foundation/SBVC	\$714.00
Contra Costa CCD	(15382) Cisco Academy Affiliation Agreement Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Mathematics/SBVC	\$550.00
CPP, Inc.	(15316) Software license renewal for "Strong Interest Inventory" and "MBTI Career Report" Term: 3/29/2017 - 3/28/2018 Funding Source: Matriculation	Student Services/CHC	\$39,995.95
Esco Institute	(15383) Software subscription for online exams Term: 6/1/2017 - 6/30/2017 Funding Source: Employment Training Panel	PDC/SBCCD	\$700.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Software/Online Services</u>			
Gallup Organization - Gallup Press Department	(15233) Online access to "Beyond your top 5 Strengths" and 10 access codes; each code allows for one assessment test Term: 5/1/2017 - 6/30/2017 Funding Source: EOP&S	EOP&S/CHC	\$969.58
Loch Ness Productions	(15424) Software licensing for "The Birth of the Solar System, Astronomy 3000 Years, and Starlight" Term: 4/25/2017 - 4/24/2018 Funding Source: Lottery Fund	Physics/SBVC	\$9,518.55
Nuance Communications, Inc	(15264) Software license for "Dragon Professional Group 14.0 and Mac 6.0" Term: 6/1/2017 - 5/31/2018 Funding Source: DSP&S	DSP&S/CHC	\$3,104.85
S/P2 Safety and Pollution	(15349) Software license for "S/P2" program to train students on OSHA and EPA requirements as it relates to Diesel repair Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Automotive/SBVC	\$249.00
SofterWare	(15381) Software license for "DonorPerfect" online essentials access Term: 7/1/2017 - 6/30/2018 Funding Source: General Funds	Foundation/SBVC	\$1,722.00

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Software/Online Services</u>				
	VIMEO	(15345) Online services for video uploads and storage "Vimeo Pro" Term: 7/1/2017 - 6/30/2018 Funding Source: KVCR - Foundation	TV/KVCR	\$804.00
<i>SubTotal for Software/Online Services: 16</i>				<i>\$180,986.92</i>
<i>Grand Total Contracts for Board Date 7/13/2017: 188</i>				

Routine Contracts - Summary

Scheduled Board Meeting 07/13/2017

EXPENSES

<u>Category</u>	<u>Number of Contracts</u>	<u>Contract Value</u>
<u>Bond Measure Funded</u>	2	\$15,521.00
<u>Braille Transcribing</u>	1	\$78,000.00
<u>Broadcast Rights</u>	9	\$98,823.55
<u>CalWorks Off-Campus Work Study</u>	13	\$175,968.00
<u>Clinicals</u>	2	\$57,500.00
<u>General</u>	117	\$1,676,465.47
<u>lease</u>	1	\$144,525.00
<u>Maintenance Agreement</u>	6	\$146,588.56
<u>PO as Contract</u>	6	\$6,172.25
<u>Program Acquisition</u>	1	\$26,250.00
<u>Rescinded/Canceled</u>	1	(\$1,286.02)
<u>Small Scale Construction</u>	1	\$17,180.00
<u>Software/Online Services</u>	16	\$180,986.92
	176	Total Expenses
		\$2,622,694.73

INCOME

<u>Category</u>	<u>Number of Contracts</u>	<u>Contract Value</u>
<u>Income - Contract Ed</u>	3	\$146,460.00
<u>Income - Facilities Use</u>	2	\$880.27
<u>Income - General</u>	2	\$15,000.00
<u>Income - Grant</u>	5	\$2,882,598.00
	12	Total Income
		\$3,044,938.27
Total Number of Contracts	188	

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: July 13, 2017
SUBJECT: Consideration of Approval of Surplus Property and Authorization for Private Sale or Disposal

RECOMMENDATION

It is recommended that the Board of Trustees declare the equipment and/or materials listed on the attached as surplus property, and direct the Business Manager to arrange for its sale or disposal.

OVERVIEW

California Education Code 81452 states that if a governing board, by a unanimous vote of those members present, finds that property, whether one or more items, does not exceed in value the sum of \$5,000, the property may be sold at private sale without advertising or disposed of.

ANALYSIS

The items listed on the attached have been identified as obsolete and no longer usable. Upon approval by the board, they will be sold or disposed of through reputable auction houses and/or salvage companies.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Funds for materials sold will be provided to the district after auction and positively impact the budget.

Fixed Assets Surplus Report
July 13, 2017

Asset #	Date Retired	Location	Description	Date In Service	Initial Value	Current Value
13584	6/5/2017	SBVC	PRINTER LASER	7/1/1998	\$1,095.00	\$0.00
18850	6/5/2017	SBVC	SWITCH ETHERNET	7/1/1998	\$1,500.00	\$0.00
21639	6/5/2017	SBVC	COMPUTER	8/15/2001	\$1,073.00	\$0.00
21640	6/5/2017	SBVC	COMPUTER	8/15/2001	\$1,073.00	\$0.00
21641	6/5/2017	SBVC	COMPUTER	8/15/2001	\$1,073.00	\$0.00
22125	6/5/2017	SBVC	Computer	6/30/2001	\$1,103.00	\$0.00
23205	6/5/2017	SBVC	Computer monitor	6/26/2002	\$1,310.00	\$0.00
23559	6/5/2017	SBVC	Desktop computer w/monitor	4/30/2003	\$1,072.00	\$0.00
23565	6/5/2017	SBVC	Desktop computer w/monitor	4/30/2003	\$1,072.00	\$0.00
24111	6/5/2017	SBVC	DigitalDisplay	6/6/2003	\$1,699.00	\$0.00
24286	5/25/2017	SBVC	Printer	10/24/2003	\$1,403.00	\$0.00
24491	6/5/2017	SBVC	PC desktop	1/1/2004	\$1,363.00	\$0.00
24602	6/5/2017	SBVC	Server	1/1/2004	\$2,816.00	\$0.00
24640	6/5/2017	SBVC	PC desktop	1/1/2004	\$1,363.00	\$0.00
24659	6/5/2017	SBVC	PC desktop	1/1/2004	\$1,363.00	\$0.00
24662	6/5/2017	SBVC	PC desktop	1/1/2004	\$1,363.00	\$0.00
24697	6/5/2017	SBVC	Printer	3/1/2004	\$1,403.00	\$0.00
24712	6/5/2017	SBVC	Printer	7/1/2003	\$1,198.00	\$0.00
25146	6/5/2017	SBVC	Printer	12/1/2004	\$1,198.00	\$0.00
25333	6/5/2017	SBVC	COMPUTER	12/23/2004	\$1,214.34	\$0.00
25603	6/5/2017	SBVC	LAserjet 4250 Printer	2/28/2005	\$1,198.56	\$0.00
25670	6/5/2017	SBVC	eMac 1.25GHz Superdrive	3/18/2005	\$1,285.49	\$0.00
25681	6/5/2017	SBVC	iBook 14' 1.33 Superdrive	3/18/2005	\$1,539.12	\$0.00
25688	6/5/2017	SBVC	iMac G5 17' 1.8GHz	3/18/2005	\$1,630.80	\$0.00
25707	6/5/2017	SBVC	eMac 1.25GHz Superdrive	3/23/2005	\$1,285.49	\$0.00
25764	6/5/2017	SBVC	15FP, 1U Rack Console	4/18/2005	\$1,130.62	\$0.00
25812	6/5/2017	SBVC	Samsung Document Camera	4/27/2005	\$2,315.55	\$0.00
26003	6/5/2017	SBVC	BSL Advanced System	5/2/2005	\$1,072.00	\$0.00
26291	6/5/2017	SBVC	Latitude D800 Laptop	6/20/2005	\$2,474.26	\$0.00
26362	6/5/2017	SBVC	Switch	4/1/2006	\$16,751.00	\$0.00
26472	5/22/2017	DIST	Projector	3/1/2006	\$1,366.00	\$0.00
26897	6/5/2017	SBVC	iMac 17-inch	12/1/2006	\$1,436.00	\$0.00
27058	6/5/2017	SBVC	OPTIPLEX 745	1/26/2007	\$1,468.76	\$0.00
27070	6/5/2017	SBVC	OPTIPLEX 745	2/21/2007	\$1,159.84	\$0.00
27124	6/5/2017	SBVC	OPTIPLEX 745	2/21/2007	\$1,159.84	\$0.00
27133	6/5/2017	SBVC	OPTIPLEX 745	2/21/2007	\$1,159.84	\$0.00
27155	6/5/2017	SBVC	OPTIPLEX 745	2/21/2007	\$1,159.84	\$0.00
27175	6/5/2017	SBVC	OPTIPLEX 745	2/21/2007	\$1,159.84	\$0.00
27189	6/5/2017	SBVC	OPTIPLEX 745	2/21/2007	\$1,159.84	\$0.00
27205	6/5/2017	SBVC	OPTIPLEX 745	2/21/2007	\$1,159.84	\$0.00
27225	6/5/2017	SBVC	OPTIPLEX 745	2/21/2007	\$1,159.84	\$0.00
27439	6/14/2017	SBVC	OPTIPLEX 745	3/20/2007	\$1,162.62	\$0.00
27450	6/5/2017	SBVC	OptiPlex 740	3/21/2007	\$1,155.97	\$0.00

27451	6/5/2017	SBVC	OptiPlex 740	3/21/2007	\$1,155.97	\$0.00
27595	6/5/2017	SBVC	Latitude D520 Intel	5/14/2007	\$1,145.38	\$0.00
27601	6/5/2017	SBVC	OPTIPLEX 745	5/15/2007	\$1,145.65	\$0.00
27602	6/5/2017	SBVC	OPTIPLEX 745	5/15/2007	\$1,145.65	\$0.00
27604	6/5/2017	SBVC	OPTIPLEX 745	5/15/2007	\$1,145.65	\$0.00
27605	6/5/2017	SBVC	OPTIPLEX 745	5/15/2007	\$1,145.65	\$0.00
27608	6/5/2017	SBVC	OPTIPLEX 745	5/15/2007	\$1,145.65	\$0.00
27614	5/22/2017	SBVC	OPTIPLEX 745	5/15/2007	\$1,174.36	\$0.00
27673	6/5/2017	SBVC	iMac, 17-inch	5/25/2007	\$968.67	\$0.00
27674	6/5/2017	SBVC	iMac, 17-inch	5/25/2007	\$968.67	\$0.00
27710	6/5/2017	SBVC	Latitude D620	5/30/2007	\$1,521.60	\$0.00
29002	5/25/2017	SBVC	OPTIPLEX 745	10/11/2007	\$1,347.58	\$0.00
29020	5/25/2017	SBVC	OPTIPLEX 745	12/11/2007	\$1,163.05	\$0.00
29021	6/5/2017	SBVC	OPTIPLEX 745	12/11/2007	\$1,163.05	\$0.00
29022	6/5/2017	SBVC	OPTIPLEX 745	12/11/2007	\$1,163.05	\$0.00
29023	5/25/2017	SBVC	OPTIPLEX 745	12/11/2007	\$1,163.05	\$0.00
29024	5/25/2017	SBVC	OPTIPLEX 745	12/11/2007	\$1,163.05	\$0.00
29025	6/5/2017	SBVC	FP monitor, PC	12/12/2007	\$1,163.05	\$0.00
29026	6/5/2017	SBVC	FP monitor, PC	12/12/2007	\$1,163.05	\$0.00
29028	6/5/2017	SBVC	FP monitor, PC	12/12/2007	\$1,163.05	\$0.00
29029	6/5/2017	SBVC	FP monitor, PC	12/12/2007	\$1,163.05	\$0.00
29152	6/5/2017	SBVC	Optiplex 755	5/15/2008	\$1,387.64	\$0.00
29159	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29171	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29179	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29183	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29189	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29197	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29203	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29221	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29245	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29263	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29273	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29305	6/5/2017	SBVC	Optiplex 755	4/14/2008	\$1,143.16	\$0.00
29322	6/5/2017	SBVC	Latitude D530	5/19/2008	\$1,127.28	\$0.00
29325	6/5/2017	SBVC	Latitude D530	5/19/2008	\$1,127.28	\$0.00
29326	6/5/2017	SBVC	Latitude D530	5/19/2008	\$1,127.28	\$0.00
29328	6/5/2017	SBVC	Latitude D530	5/19/2008	\$1,127.28	\$0.00
29329	6/5/2017	SBVC	Latitude D530	5/19/2008	\$1,127.28	\$0.00
29330	6/5/2017	SBVC	Latitude D530	5/19/2008	\$1,127.28	\$0.00
29331	6/5/2017	SBVC	Latitude D530	5/19/2008	\$1,127.28	\$0.00
29333	6/5/2017	SBVC	Latitude D530	5/19/2008	\$1,127.28	\$0.00
29347	5/25/2017	SBVC	Optiplex 755	5/20/2008	\$1,348.32	\$0.00
29348	6/5/2017	SBVC	Optiplex 755	5/20/2008	\$1,348.32	\$0.00
29351	5/25/2017	SBVC	Dell 2007FP monitor	5/20/2008	\$1,348.32	\$0.00
29352	6/5/2017	SBVC	Dell 2007FP monitor	5/20/2008	\$1,348.32	\$0.00
29356	5/25/2017	SBVC	Optiplex 755	5/20/2008	\$1,348.32	\$0.00

29358	6/5/2017	SBVC	Optiplex 755	5/20/2008	\$1,530.53	\$0.00
29360	5/25/2017	SBVC	Dell 2007FP monitor	5/20/2008	\$1,348.32	\$0.00
29361	6/5/2017	SBVC	Optiplex 755	5/20/2008	\$1,036.66	\$0.00
29664	6/14/2017	SBVC	Optiplex 755	6/23/2008	\$1,174.00	\$0.00
29665	6/5/2017	SBVC	Optiplex 755	6/23/2008	\$1,174.00	\$0.00
29841	6/5/2017	SBVC	Latitude D630	9/9/2008	\$1,219.30	\$0.00
29931	6/5/2017	SBVC	OptiPlex 760	4/7/2009	\$1,260.00	\$0.00
29966	5/25/2017	SBVC	OptiPlex 760	5/4/2009	\$1,086.54	\$0.00
29969	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
29971	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
29972	5/25/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
29976	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
29985	5/25/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
31013	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
31025	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
31027	5/25/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
31028	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
31031	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
31032	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
31034	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
31036	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
31037	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
31060	6/5/2017	SBVC	OptiPlex 760	4/29/2009	\$1,086.54	\$0.00
31074	6/5/2017	SBVC	OptiPlex 760	5/4/2009	\$1,086.54	\$0.00
31081	6/5/2017	SBVC	OptiPlex 760	5/4/2009	\$1,086.54	\$0.00
31084	6/5/2017	SBVC	OptiPlex 760	5/4/2009	\$1,086.54	\$0.00
31092	5/25/2017	SBVC	OptiPlex 760	5/4/2009	\$1,086.54	\$0.00
31120	6/5/2017	SBVC	iMac 20-inch	6/1/2009	\$875.80	\$0.00
31148	6/5/2017	SBVC	OptiPlex 960	6/8/2009	\$1,413.51	\$0.00
31150	6/5/2017	SBVC	OptiPlex 960	6/8/2009	\$1,413.51	\$0.00
31791	6/5/2017	SBVC	Scanner OP4/2802	5/18/2011	\$5,347.85	\$0.00
31794	6/5/2017	SBVC	OptiPlex 780	5/23/2011	\$1,391.46	\$0.00
31816	5/25/2017	SBVC	Dell OptiPlex 790	8/31/2011	\$1,218.65	\$0.00
31818	6/5/2017	SBVC	Dell OptiPlex 790	8/31/2011	\$1,218.65	\$0.00
32011	6/5/2017	SBVC	OptiPlex 780	5/4/2010	\$1,298.89	\$0.00
32014	6/5/2017	SBVC	OptiPlex 780	5/4/2010	\$1,298.89	\$0.00
32015	6/5/2017	SBVC	OptiPlex 780	5/4/2010	\$1,298.89	\$0.00
32017	6/5/2017	SBVC	OptiPlex 780	5/4/2010	\$1,298.89	\$0.00
32018	6/5/2017	SBVC	OptiPlex 780	5/4/2010	\$1,298.89	\$0.00
32186	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32188	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32189	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32190	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32191	5/25/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32192	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32193	5/25/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32194	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00

32195	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32196	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32197	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32198	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32199	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32202	5/25/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32203	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32205	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32206	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32209	5/25/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32210	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32211	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32213	5/25/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32214	6/14/2017	SBVC	OptiPlex 780	9/1/2010	\$1,206.24	\$0.00
32216	5/22/2017	SBVC	OptiPlex 780	9/5/2010	\$1,054.00	\$0.00
32224	5/22/2017	SBVC	OptiPlex 780	9/5/2010	\$1,054.00	\$0.00
32227	5/22/2017	SBVC	OptiPlex 780	9/5/2010	\$1,054.00	\$0.00
32236	5/25/2017	SBVC	OptiPlex 780	9/5/2010	\$1,054.00	\$0.00
32237	6/5/2017	SBVC	OptiPlex 780	9/5/2010	\$1,054.00	\$0.00
33001	5/25/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33003	6/14/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33004	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33005	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33006	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33008	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33009	6/14/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33010	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33013	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33014	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33016	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33021	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33022	5/25/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33023	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33024	6/14/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33027	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33028	5/22/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33029	5/22/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33030	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33031	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33032	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33033	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33034	5/25/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33035	6/14/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33036	6/5/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33037	6/14/2017	SBVC	OptiPlex 780	4/25/2011	\$979.14	\$0.00
33038	6/5/2017	SBVC	OptiPlex 780	4/2/2011	\$1,071.65	\$0.00
33039	6/5/2017	SBVC	OptiPlex 780	4/2/2011	\$1,071.65	\$0.00

33102	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33103	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33106	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33108	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33111	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33112	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33113	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33114	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33116	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33117	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33118	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33119	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33121	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33122	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33125	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33127	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33128	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33129	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33130	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33131	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33132	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33133	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33135	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33136	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33137	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33138	6/5/2017	SBVC	OptiPlex 780	4/3/2011	\$1,261.85	\$0.00
33142	6/5/2017	SBVC	OptiPlex 780	4/2/2011	\$1,071.65	\$0.00
33143	6/5/2017	SBVC	OptiPlex 780	4/2/2011	\$1,071.65	\$0.00
33146	5/25/2017	SBVC	OptiPlex 780	4/2/2011	\$1,071.65	\$0.00
33149	5/25/2017	SBVC	OptiPlex 780	4/2/2011	\$1,071.65	\$0.00
33151	6/5/2017	SBVC	OptiPlex 780	4/2/2011	\$1,071.65	\$0.00
33155	6/5/2017	SBVC	OptiPlex 780	4/2/2011	\$1,071.65	\$0.00
33157	6/5/2017	SBVC	OptiPlex 780	4/2/2011	\$1,071.65	\$0.00
4Z16220	6/8/2017	CHC	AMBULANCE	7/1/2010	\$1,999.00	\$0.00
33186	6/5/2017	SBVC	Multi-Bay Battery Charger	5/31/2011	\$2,016.43	\$0.00
33245	5/25/2017	SBVC	OptiPlex 780	5/22/2012	\$1,270.05	\$0.00
33324	6/5/2017	SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00
33331	6/5/2017	SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00
33336	5/25/2017	SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00
33338	6/5/2017	SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00
33340	6/5/2017	SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00
33341	5/25/2017	SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00
33344	6/5/2017	SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00
33348	5/25/2017	SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00
33353	5/25/2017	SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00
33355	6/5/2017	SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00
33357	5/25/2017	SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00

34120	6/5/2017 SBVC	OptiPlex 780	5/22/2012	\$1,052.88	\$0.00
34174	6/5/2017 SBVC	Dell OptiPlex 790	3/13/2012	\$1,003.67	\$0.00
34210	6/5/2017 SBVC	Dell OptiPlex 790	4/5/2012	\$927.86	\$0.00
35443	6/5/2017 SBVC	OptiPlex 9010 AIO	7/11/2013	\$1,062.78	\$0.00
35608	6/5/2017 SBVC	Dell Latitude E6530	7/31/2013	\$1,308.84	\$0.00
35649	6/5/2017 SBVC	Dell Latitude E6530	7/31/2013	\$1,308.84	\$0.00

Non-Fixed Assets Surplus Report
July 13, 2017

Van Pelt Pumper	1 ea
Rapid Print Time Recorder	1 ea

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: July 13, 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
Bruce Baron, Chancellor	8	\$995.61	\$7,964.88
Pierre Galvez, Chief of Police	15	\$512.99	\$7,694.85

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: July 13, 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
July 13, 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 July 13, 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
 July 13, 2017

EXHIBIT A

Fund 01 General Fund			16,665,949	2016-17 Initial Fund Balance	
			(829,267)	Net Change from Previously Approved Transfers	
			15,836,682	Current Fund Balance	
Board Approved	Date	Ref #	Amount to/(from) Reserve	Expenditure Classification	Justification
7/13/2017	6/8/2017	171097	(39,300)	5000 Other Expenses	Election expenses for November 2016.
7/13/2017	6/8/2017	171101	(65,000)	5000 Other Expenses	Legal fees in conjunction with FCC Auction.
			(104,300)	Total Approved at this Board Meeting	
			15,732,382	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: July 13, 2017
SUBJECT: Consideration of Approval to Adopt a Resolution Approving the Appropriation of Funds for the 2017-18 Fiscal Year

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution approving the appropriation of funds for the 2017-18 fiscal year.

OVERVIEW

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

During the course of the fiscal year, revisions become necessary to bring budgeted revenues and expenditures in balance with actual receipts and expenses. Therefore we are recommending that the Board of Trustees authorize staff to process necessary transfers of appropriations during 2017-18 to allow for the appropriation of excess funds, transfers between designated and/or un-appropriated fund balances and any expenditure classifications, or balance any expenditure classification of the budget.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
RESOLUTION APPROVING THE APPROPRIATION OF FUNDS FOR THE 2017-18 FISCAL YEAR
July 13, 2017

WHEREAS, the San Bernardino Community College District Board of Trustees has determined that during the fiscal year budget revisions become necessary to bring the budgeted revenues and expenditures in balance with actual receipts and expenses; and

WHEREAS, by making these appropriation adjustments to actuals, the District will reflect a more realistic picture of actual spending patterns of funds; and

WHEREAS, the San Bernardino Community College District Board of Trustees has determined that additional income is assured in excess of the amounts previously budgeted and the timely posting of adjustments will keep each account up-to-date with accurate uncommitted balances;

NOW, THEREFORE, BE IT RESOLVED that pursuant Title 5, §58308, and in accordance with its Administrative Procedure 6250, the District may appropriate any such funds, and identify and make such transfers as needed throughout the fiscal year.

BE IT FURTHER RESOLVED that the San Bernardino Community College District Board of Trustees authorizes staff to process the necessary transfers to revise budget amounts during the course of the fiscal year to allow appropriation of excess funds, transfers between designated and/or un-appropriated fund balances and any expenditure classifications, or balance any expenditure classification of the budget.

PASSED AND ADOPTED by the Board of Trustees on July 13, 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

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: July 13, 2017
SUBJECT: Consideration of Approval to Award Request for Proposal 2017-08 and Contract to Kone Elevator, Inc. of Cypress CA

RECOMMENDATION

It is recommended that the Board of Trustees award Request for Proposal (RFP) and Contract for RFP 2017-08 Conveyances Repair and Maintenance to Kone Elevator, Inc. of Cypress CA. The total amount of the contract is not to exceed \$550,000 over five years.

OVERVIEW

The current contracts for elevator repairs and maintenance at both campuses are expiring. The District determined that the campuses could receive additional cost savings by combining and bidding the contracts for the maintenance and testing of all elevators at both campuses.

ANALYSIS

The District received and evaluated three proposals. An evaluation committee ranked the proposals as follows:

<u>Vendor</u>	<u>Ranking</u>
Kone Elevator, Inc.	1
Amtech Elevator Services, Inc.	2
Thyssenkrupp Elevator, Inc.	3

Through an analysis of the proposals received and a committee based review process, rankings indicate Kone Elevator, Inc. is the vendor that will best meet the needs of the District. The not to exceed estimate includes monthly maintenance costs of \$7210.00, standard overtime rates, and parts and supplies.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in Fiscal Year 2018 through 2022 budgets.

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: July 13, 2017

SUBJECT: Consideration of Approval to Award RFP 2017-05 and Contract to Leepfrog Technologies, Inc. of Coralville IA

RECOMMENDATION

It is recommended that the Board of Trustees award Request for Proposals (RFP) 2017-05 Electronic Catalog, Curriculum and Scheduling Management Software Services to Leepfrog Technologies, Inc. of Coralville IA for the purpose of providing catalog, curriculum, and scheduling services for the San Bernardino Valley College (SBVC) campus. The total amount of the contract is not to exceed \$155,000.

OVERVIEW

SBVC is seeking to digitize the college catalog process, eliminating reliance on paper catalogs and improving productivity, efficiency, and transparency. The interactive platform will streamline the process to create, organize, edit and archive course and program data by integrating Colleague and Schedule 25 and the curriculum management system. Automated workflow processes are expected to manage participation in content creation and approvals with each step tracked and documented. In addition, the software is also expected to format and print professional-quality catalogs and schedule on demand for students and staff wishing to generate hard copies. The contract includes the vendor assisting with data migration services and training for staff and students.

ANALYSIS

The District received and evaluated one proposal from Leepfrog Technologies, Inc., which was deemed responsive to this solicitation. Through an analysis of the proposal received and a committee based review process, Leepfrog Technologies, Inc. has been determined to be the vendor that will best meet the needs of SBCCD.

The initial term of this contract is two years with a total cost not to exceed \$155,000. Total first year cost is projected at \$120,000, with an annual renewal cost and on-going services estimated at \$35,000.

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: Lawrence P. Strong, Director, Fiscal Services
DATE: July 13, 2017
SUBJECT: Consideration of Approval to Increase the Revolving Cash Account

RECOMMENDATION

It is recommended that the Board of Trustees approve an increase to the Revolving Cash account from \$75,000 to \$200,000.

OVERVIEW

The Revolving Cash account is used by Business & Fiscal Services to fund petty cash and change funds used by various campus departments, as well as to occasionally make payment on goods, services or payroll expenditures which are required prior to the availability of payment through the normal purchasing process.

After payments are made, reimbursement to Revolving Cash is sought through the normal purchasing process, but can take time to acquire. This can leave the revolving cash fund with insufficient resources to meet other needs.

ANALYSIS

As part of its fiscal year end processes, the San Bernardino County Superintendent of Schools suspends the issuance of commercial warrants for the month of June. In order for the SBCCD to continue meeting any immediate needs during the month of June and at other times of the year, we are recommending an increase in the revolving cash account.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant to the Chancellor
DATE: July 13, 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: District

Event: Chancellor's Holiday Party,
Applause Awards & Service Awards

Date of Event: 12/1/17

Cost: \$12,000.00

Funding Source: General Fund

Item Being Purchased: Refreshments, awards, and supplies

Ratification/Amendment:

Site: District

Event: Reimbursement for Interviews for
Management position at Crafton Hills
College

Date of Event: January 9-11, 2017

Cost: \$878.44

Funding Source: General Fund

Item Being Purchased: Reimbursement

Ratification/Amendment:

Site: SBVC

Event: Puente End of the Year Celebration

Date of Event: 05/05/17

Cost: \$2,161.76

Funding Source: Puente Project General
Fund and Student Equity Categorical Fund

Item Being Purchased: Refreshments, Supplies and Books

Sponsored by the San Bernardino Valley College (SBVC) Puente Project, this event celebrated and acknowledged the success of students in the Puente Project at SBVC. This event was held on campus. Anticipated attendance was 55 staff, students and faculty members.

Ratification/Amendment: AMENDMENT:

This item was previously board approved at the May 11, 2017. Item is being amended to reflect an increase in total amount from \$1,916.00 to \$2,161.76 to include the cost of supplies and books as well as adding the Student Equity Categorical Fund.

Site: SBVC

Event: Perkins and Career Technical Education (CTE) Transitions, NSF and other grants; Applied Technology, Transportation & Culinary Arts Division Programs/Departments Meetings and Events.

Date of Event: 07/14/17-6/30/18

Cost: \$2,500.00

Funding Source: CTE Grant Funds and Applied Technology, Transportation & Culinary Arts Division General Fund

Item Being Purchased: Food and Supplies The San Bernardino Valley College Applied Technology, Transportation and Culinary Arts Division will host events and meetings with middle and high schools, Regional Occupational Programs (ROPs), employers, industry partners and other stakeholders to develop articulations, partnerships and introduce programs offered at our division.

Ratification/Amendment:

Site: SBVC

Event: Geographic Information Systems (GIS) Advisory Committee Meetings

Date of Event: 07/14/17-06/30/18

Cost: \$500.00

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: Pharmacy Technology Advisory Committee Meetings

Date of Event: 07/14/17-06/30/18

Cost: \$500.00

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: Nursing Program Advisory Committee Meetings
Date of Event: 07/14/17-06/30/18
Cost: \$500.00
Funding Source: Perkins Grant Fund

Item Being Purchased: Refreshments. Anticipated attendance at each meeting is approximately 30 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: Psychiatric Technology Program Advisory Committee Meetings
Date of Event: 07/14/17-06/30/18
Cost: \$500.00
Funding Source: Perkins Grant Fund

Item Being Purchased: Refreshments. Anticipated attendance at each meeting is approximately 30 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: Police Academy/Criminal Justice Advisory Committee Meetings
Date of Event: 07/14/17-06/30/18
Cost: \$200.00
Funding Source: SBVC Foundation President's Pepsi Fund

Item Being Purchased: Food and refreshments. The Police/Criminal Justice Advisory Committee Meeting includes San Bernardino Valley College faculty, local business, community & industry leaders, and professional experts coming together to support the six San Bernardino Valley College strategic initiatives. The advisory committee will focus on sharing their experience with partnership, campus climate & culture, institutional effectiveness & resource management, technological advancement, student success, and access campus. Anticipated attendance is approximately 15 people.

Ratification/Amendment:

Site: SBVC
Event: Nursing Success Academy
Date of Event: 07/31/17-08/03/17
Cost: \$750.00
Funding Source: Nursing Enrollment and Growth Grant Funds

Item Being Purchased: Materials and refreshments. The four-day event is sponsored by the Nursing Program in order to improve student success in the program. New nursing students will attend workshops that review anatomy & physiology and microbiology, and sessions that focus on successful learning strategies. Current students will review nursing practice and clinical skills. The anticipated attendance is between 40 and 60 students. We anticipate using the funds for workshop materials and refreshments for students.

Ratification/Amendment:

Site: SBVC
Event: Associated Student Government Fall Retreat
Date of Event: 08/07/17-08/09/17
Cost: \$12,000.00
Funding Source: Student Representation Fee Fund and Student Life Trust Account

Item Being Purchased: Rentals, Lodging, Supplies, Mileage and Meals
Sponsored by the Associated Student Government (ASG), with the Office of Student Life, we will conduct our annual fall retreat from August 7-9, 2017. ASG members will be given information, training and guidelines for San Bernardino Community College District (SBCCD) policies and procedures as well as team building and conflict resolution skills. All activities will take place in Mentone, San Bernardino, Yucaipa and Oak Glen, CA. Anticipated attendance is twenty five students and four staff members. Chaperone will be Raymond Carlos.

Ratification/Amendment:

Site: SBVC
Event: New Student Welcome Day (NSWD)
Date of Event: 08/09/17
Cost: \$12,186.65
Funding Source: Student Success and Support Program Categorical Funds

Item Being Purchased: Rentals and Meals
Sponsored by the Outreach and Recruitment Department, the New Student Welcome Day (NSWD) is a campus wide orientation to successfully transition all new students into college. All first year students and their parents/guardians are invited to campus to learn about the college's academic and student support programs. This event offers students and their parents an opportunity to meet college administrators, faculty, staff, and other new students. New Student Welcome Day is a collaborative effort and partnership between instruction and student support services. Anticipated attendance is approximately 800 students, staff and faculty members.

Ratification/Amendment:

Site: SBVC
Event: Fall 2017 Adjunct Orientation
Date of Event: 08/10/17
Cost: \$4,000.00
Funding Source: Student Equity Categorical Funds

Item Being Purchased: Meals, refreshments and supplies. Sponsored by the Office of Instruction, the Adjunct Orientation gives part-time faculty members the opportunity to learn about the upcoming Fall semester, attend department meetings, break-out sessions, and division meetings. Anticipated attendance is approximately 325 District, faculty and staff members.

Ratification/Amendment:

Site: SBVC
Event: Fall In-Service Day, All Campus Meeting
Date of Event: 08/11/17
Cost: \$2,300.00
Funding Source: President's Office General Fund

Item Being Purchased: Refreshments and Supplies
Sponsored by the President's Office, this event is SBVC's annual all campus meeting to kick off the fall semester. Anticipated attendance is approximately 360 faculty, staff, administrators and trustees.

Ratification/Amendment:

Site: SBVC
Event: 2017 San Bernardino County Water Conference
Date of Event: 08/11/17
Cost: \$1,449.00
Funding Source: Water Supply Technology General Funds

Item Being Purchased: Exhibitor booth and municipality table. The conference provides attendees with first-hand knowledge of California's current water crisis which will have a direct impact on the future employment opportunities of water program students. Our participation in the conference is also an opportunity to publicize SBVC's Water Supply Technology Program goals as well as interface with experienced professionals to build stronger industry partnerships.

Ratification/Amendment:

Site: SBVC
Event: Associated Student Government Week of Welcome (WOW)
Date of Event: 08/21/17-08/24/17
Cost: \$13,900.00
Funding Source: Associated Student Government General Fund, Student Life Trust Account and Student Success and Support Program Categorical Funds

Item Being Purchased: Rentals, Meals, Supplies, Advertising and Prizes Sponsored by the Associated Student Government (ASG), ASG will host their fall 2017 Week of Welcome (WOW) from August 12-24, 2017. The purpose of WOW is to inform and involve our new and current students of services offered and avenues to become more involved in campus life. Anticipated attendance is 1,500 students over a four day span. Raymond Carlos will serve as the advisor.

Ratification/Amendment:

Site: SBVC
Event: President's Holiday Gathering & Gift Basket Extravaganza
Date of Event: 12/08/17
Cost: \$6,500.00
Funding Source: President's Office General Fund and President's SBVC Foundation Pepsi Account Fund

Item Being Purchased: Refreshments, Supplies, Decorations and baskets Sponsored by the President's Office, the President's Annual Holiday Gathering event will be held on December 8, 2017. Anticipated attendance is approximately 360 faculty, staff, administrators and trustees.

Ratification/Amendment:

Site: CHC
Event: Integration of BSI, Equity and SSSP Plans Retreat
Date of Event: 07/31/17 and 08/01/17
Cost: \$500.00
Funding Source: Student Equity and SSSP Categorical Funding

Item Being Purchased: Refreshments. Members of the Basic Skills Committee, the Student Success and Equity Committee and the Chairs Council to participate in this important facilitated dialogue about integrating the plans.

Ratification/Amendment:

Site: CHC
Event: Development of Student Success Pathways at CHC Retreat
Date of Event: 8/3/17
Cost: \$250.00
Funding Source: Student Equity and SSSP Categorical Funding

Item Being Purchased: Refreshments. Members of the instructional faculty, Student Services management, and the Chairs Council to participate in this important facilitated discussion.

Ratification/Amendment:

Site: CHC
Event: Math Retreat
Date of Event: 8/4/17
Cost: \$250.00
Funding Source: Student Equity and SSSP Categorical Funding

Item Being Purchased: Refreshments. Full and part time mathematics instructional faculty to participate in California Accelerated Project Research, Mathematics.

Ratification/Amendment:

Site: CHC
Event: CARE/CalWORKs Mini Conference
Date of Event: 8/10/17
Cost: \$1,500.00
Funding Source: CARE and CalWORKs
Categorical Funding

Item Being Purchased: Refreshments. Sponsored by CARE and CalWORKs, the CHC Fall 2017 CARE/CalWORKs Mini Conference will be held at Crafton Hills College on August 10, 2017. Attendees will be new and continuing students in the CARE and CalWORKs program.

Ratification/Amendment:

Site: CHC
Event: Fall 2017 Transfer Fair
Date of Event: 9/14/17
Cost: \$700.00
Funding Source: Transfer Center General
Fund

Item Being Purchased: Refreshments and Supplies. Sponsored by the Transfer Center, the transfer fair is intended to provide an opportunity for students to meet with public, private, and out-of-state universities at CHC. Exposure to a variety of institutions as well as making a connection with the representatives will assist students with obtaining admissions information, getting their questions answered, and ultimately transferring to a 4-year institution.

Ratification/Amendment:

Site: KVCR
Event: KVCR Foundation Board Meetings
Date of Event: 7/1/2017 - 6/30/2018
Cost: \$500.00
Funding Source: KVCR Educational
Foundation

Item Being Purchased: Refreshments

Ratification/Amendment:

Site: KVCR
Event: FNX Operation Meetings
Date of Event: 7/1/2017 - 6/30/2018
Cost: \$500.00
Funding Source: FNX San Manuel

Item Being Purchased: Refreshments

Ratification/Amendment:

Site: KVCR
Event: KVCR FM and TV Pledge Drives and Events
Date of Event: 7/1/2017 - 6/30/2018
Cost: \$15,000.00
Funding Source: KVCR Educational Foundation

Item Being Purchased: Refreshments, Rentals, Give-Aways

Ratification/Amendment:

Site: KVCR
Event: KVCR Community Matters Events
Date of Event: 7/1/2017 - 6/30/2018
Cost: \$10,000.00
Funding Source: KVCR Educational Foundation

Item Being Purchased: Refreshments, Rentals and Other Expenses & Fees

Ratification/Amendment:

Site: KVCR
Event: FNX Live Recognition Event(s)
Date of Event: 7/1/2017 - 6/30/2018
Cost: \$10,000.00
Funding Source: FNX San Manuel

Item Being Purchased: Refreshments, Rentals and Other Expenses & Fees

Ratification/Amendment:

Site: EDCT
Event: EDCT and EDCT Foundation Seminars, training, meetings and fundraising events
Date of Event: 7/1/2017 - 6/30/2018
Cost: \$15,000.00
Funding Source: EDCT Categorical Funds

Item Being Purchased: refreshments and supplies

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

DATE: July 13, 2017

SUBJECT: Consideration of Approval of Individual Memberships

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Included in the budget.

**San Bernardino Community College District
Individual Memberships**

Site: SBVC

Name: Dr. James Smith

Cost: \$99.00

Funding Source: Research, Planning & Institutional Effectiveness Department General Fund

Membership & Purpose: American Evaluation Association (AEA), AEA helps members gain knowledge to be more effective in their jobs allowing them access to online archives and access in the AEA member director to collect information to enhance their work.

Ratification/Amendment:

Site: SBVC

Name: Karen Childers

Cost: \$285.00 (includes Chapter dues of \$35.00)

Funding Source: Development and Community Relations General Fund.

Membership & Purpose: Association of Fundraising Professionals (AFP), AFP, an association of professionals throughout the world, advances philanthropy by enabling people and organizations to practice ethical and effective fundraising. The core activities through which AFP fulfills this mission include education, training, mentoring, research, credentialing and advocacy.

Ratification/Amendment:

Site: SBVC

Name: Karen Childers

Cost: \$1,525.00

Funding Source: Development & Community Relations General Fund

Membership & Purpose: Network of California Community College Foundations (NCCCF), Provides members with networking, educational opportunities, and resources that can't be found elsewhere. The NCCCF membership includes membership benefits for Council for Advancement and Support of Education (CASE). See why so many resource development professionals have made NCCCF their professional home. Institutions are not members of NCCCF; instead an institution designates one or more representatives and receives membership in the name of those staff member's.

Ratification/Amendment:

Site: TESS
Name: Glen Kuck
Cost: \$140.00
Funding Source: Research and Planning
General Funds

Membership & Purpose: 2017/18 Professional Membership to the Association For Institutional Research, Exposer to other Community Colleges and Colleges to brainstorm ideas pertaining to Student Success and other Research factors.

Ratification/Amendment:

Site: KVCR
Name: Micah Wright, Frank Blanquet and
Sahar Khadjenoury
Cost: \$355.00
Funding Source: FNX San Manuel

Membership & Purpose: Native American Journalist Assoc., Promote the FNX channel and excellence in journalism

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: July 13, 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: Business & Fiscal Services
Conference Name: Enrollment
Management Leadership Academy
Travel Dates: 7/17/2017 - 7/20/2017
City, State: Claremont, CA
Cost: \$ 1500
Funding Source: General Fund

Name: Jose Torres

Purpose: Vice Chancellor of Business & Fiscal Services will attend workshops that provide an intensive investigation into the best practices in enrollment management. Workshops will include an opportunity to hear from industry professionals and model with SBCCD data.

Ratification/Amendment:

Site: District
Department: Board of Trustees /
Chancellor's Office
Conference Name: CCLC Student
Trustees Workshop
Travel Dates: 8/11/2017 - 8/15/2017
City, State: Long Beach, CA
Cost: \$ 3000
Funding Source: General Fund

Name: Not to Exceed 7 Board Members & 1 staff

Purpose: Conference for new Student Trustees. This workshop is designed to help student board members become knowledgeable, influential, education policy-makers. It also provides the opportunity to meet and talk with other student trustees from around the state.

Ratification/Amendment:

Site: District
Department: Board of Trustees /
Chancellor's Office
Conference Name: ACCT Leadership
Congress
Travel Dates: 9/25/2017 - 9/28/2017
City, State: Las Vegas, NV
Cost: \$ 3000
Funding Source: General Fund

Name: Not to Exceed 7 Board Members & 2 staff

Purpose: ACCT Leadership Congress provides training and development opportunities for trustees and boards to strengthen the capacity of the community colleges they serve. To continually build upon the greatness of our community colleges and highlights the important role that community colleges play at a profound time of change in our nation.

Ratification/Amendment:

Site: District
Department: Board of Trustees /
Chancellor's Office
Conference Name: HACU Annual
Conference
Travel Dates: 10/28/2017 - 10/30/2017
City, State: San Diego, CA
Cost: \$ 3000
Funding Source: General Fund

Name: Not to Exceed 7 Board Members & 1 staff

Purpose: HACU's Annual Conference provides a unique forum for the sharing of information and ideas for the best and most promising practices in the education of Hispanics.

Ratification/Amendment:

Site: District
Department: Board of Trustees /
Chancellor's Office
Conference Name: CCLC Annual
Convention
Travel Dates: 11/16/2017 - 11/18/2017
City, State: San Jose, CA
Cost: \$ 3000
Funding Source: General Fund

Name: Not to Exceed 7 Board Members & 1 staff

Purpose: This event brings together more than 600 attendees and provides opportunities for colleagues and partners to share their tools, models and accomplishments.

Ratification/Amendment:

Site: District
Department: Board of Trustees /
Chancellor's Office
Conference Name: CCLC Effective
Trusteeship & Board Chair Workshop
Travel Dates: 1/26/2018 - 1/28/2018
City, State: Sacramento, CA
Cost: \$ 1000
Funding Source: General Fund

Name: Not to Exceed 7 Board Members & 1 staff

Purpose: The conferences allow the attendees to connect with other advocates and learn the latest news on the state budget and get an overview of responsibilities required for board members.

Ratification/Amendment:

Site: District
Department: Board of Trustees /
Chancellor's Office
Conference Name: CCLC Annual
Legislative Conference, Effective
Trusteeship Workshop, and Board Chair
Workshop
Travel Dates: 1/28/2018 - 1/29/2018
City, State: Sacramento, CA
Cost: \$ 3000
Funding Source: General Fund

Name: Not to Exceed 7 Board Members & 1 staff

Purpose: The conferences allow the attendees to connect with other advocates and learn the latest news on the state budget and get an overview of responsibilities required for board members.

Ratification/Amendment:

Site: District
Department: Board of Trustees /
Chancellor's Office
Conference Name: ACCT National
Legislative Conference & Breakfast
Travel Dates: 2/10/2018 - 2/14/2018
City, State: Washington, DC
Cost: \$ 4000
Funding Source: General Fund

Name: Not to Exceed 7 Board Members & 1 staff

Purpose: To attend sessions to receive a briefing on the new community college legislative priorities and to meet with members of Congress and leverage additional support at the state and local levels.

Ratification/Amendment:

Site: District
Department: Board of Trustees /
Chancellor's Office
Conference Name: HACU National Capitol
Forum
Travel Dates: 4/8/2018 - 4/10/2018
City, State: Washington DC
Cost: \$ 4000
Funding Source: General Fund

Name: Not to Exceed 7 Board Members & 1 staff

Purpose: Each spring, advocates for the higher education success of the nation's youngest and largest ethnic population group gather in Washington, D.C., to shape and promote an agenda for Congress and the country at the annual HACU Capitol Forum.

Ratification/Amendment:

Site: District
Department: Board of Trustees /
Chancellor's Office
Conference Name: CCLC Annual Trustees
Conference
Travel Dates: 5/3/2018 - 5/6/2018
City, State: Valencia, CA
Cost: \$ 3000
Funding Source: General Fund

Name: Not to Exceed 7 Board Members & 1 staff

Purpose: To find opportunities and strategies to benefit our students and District. Attend sessions on achieving student success, leveraging partnerships, growing college foundations, creating a positive campus environment for veterans, and expanding access to higher education.

Ratification/Amendment:

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
Funding Source: Human Resources
General Funds

Name: Jose Torres, Kristina Hannon

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: CHC
Department: Technology Services
Conference Name: Legacy Woodworking Machinery Training
Travel Dates: 5/30/2017 - 6/2/2017
City, State: Springville, UT
Cost: \$ 653
Funding Source: CHC TAACCT Grant

Name: Wayne Bogh

Purpose: Attend two day in person CNC training for the new TAACCT grant initiatives.

Ratification/Amendment: Paperwork was misplaced by the Division and was not submitted to the President's Office timely for board approval prior to conference.

Site: CHC
Department: Office of Institutional Effectiveness, Research and Planning
Conference Name: 2017 Strengthening Student Success
Travel Dates: 10/10/2017 - 10/14/2017
City, State: Burlingame, CA
Cost: \$ 1800
Funding Source: Research and Planning general fund

Name: Benjamin Gamboa, Keith Wurtz

Purpose: To continue ongoing knowledge and strategies for building institutional effectiveness, supporting student learning, and increasing equitable outcomes. This year, Benjamin Gamboa has been chosen to be a presenter on "Leading from the Middle: Coherence-Making in a Time of Innovation".

Ratification/Amendment:

Site: CHC
Department: Student Services
Conference Name: On Course II
Travel Dates: 11/2/2017 - 11/5/2017
City, State: Menlo Park, CA
Cost: \$ 2195
Funding Source: EOPS and CalWORKs categorical funding

Name: Kashaunda Harris, Racquel Schoenfeld

Purpose: The workshop will provide learner centered approaches of student empowerment strategies. Also, techniques to design and deliver learner centered educational experiences to help students move from superficial to deep learning will be covered.

Ratification/Amendment:

Site: CHC
Department: Student Services
Conference Name: 48th Annual
CCCEOPSA Conference
Travel Dates: 11/6/2017 - 11/9/2017
City, State: Newport Beach, CA
Cost: \$ 1600
Funding Source: EOPS General Fund

Name: Rejoice Chavira, Kashaunda Harris, Nati Rodriguez, Racquel
Schoenfeld, Ari Soler

Purpose: The conference will provide best practices and professional
development workshops to strengthen our talents and skills to better serve our
students and our college institution.

Ratification/Amendment:

Site: CHC
Department: President's Office
Conference Name: CCLC Annual 2017
Convention
Travel Dates: 11/14/2017 - 11/18/2017
City, State: San Jose, CA
Cost: \$ 2189
Funding Source: Campus President
General Fund

Name: Wei Zhou

Purpose: The League's annual convention is the premier professional
development event for California community colleges. This event brings
together more than 600 attendees and provides opportunities for colleagues and
partners to share their tools, models, and accomplishments.

Ratification/Amendment:

Site: SBVC
Department: President's Office
Conference Name: Community College
League of California (CCLC) 2017 CEO
Leadership Academy
Travel Dates: 6/10/2017 - 6/14/2017
City, State: Olympic Valley, CA
Cost: \$ 4000
Funding Source: President's Office
General Fund

Name: Diana Rodriguez

Purpose: To address the unique challenges/opportunities of California
Community Colleges. Subject matter experts will facilitate workshops and
discussions. To learn about President/Trustee roles/relationships, enrollment
management, resource development and fundraising, and accreditation.

Ratification/Amendment: AMENDMENT: This was original board approved
at the December 8, 2016 board meeting. The beginning date changed from
June 11, 2017 to June 10, 2017, since CCLC offered attendee to arrive the day
prior, with the hotel room paid for by CCLC. The itinerary f

Site: SBVC
Department: Radio, Television & Film (RTVF) and Arts & Humanities
Conference Name: Worcester Polytechnic Institute (WPI) Project-Based Learning Institute
Travel Dates: 6/21/2017 - 6/24/2017
City, State: Boston, MA
Cost: \$ 1500
Funding Source: Digital Media Disciplines Grant

Name: Diane Dusick and Donna-Maria Trehwella

Purpose: Training on project-based learning will assist attendee in laboratory classes and, as club mentor for the film club and coordinator for the Inland Empire Media Academy, attendee will also be able to assist faculty instituting project-based learning in their classes for the first time.

Ratification/Amendment: RATIFICATION: CSUSB provided conference detail last week and indicated that they needed additional participants. Because the participants from SBVC are spread over multiple departments and the manager originally assigned for oversight from SBVC is no long

Site: SBVC
Department: Physical Education
Conference Name: Adidas Uprising, FAB 48
Travel Dates: 7/24/2017 - 7/30/2017
City, State: Las Vegas, NV
Cost: \$ 2655
Funding Source: Student Clubs/Trust/
Men's Basketball Trust

Name: Quincy Brewer

Purpose: SBVC coaching staff will have the opportunity to learn NCAA trends and information on current and future policy, recruit top college prospects from the Inland Empire, and attend the NCAA workshops for college coaches.

Ratification/Amendment:

Site: SBVC
Department: Student Services/
Police Academies
Conference Name: On Course Workshop
Travel Dates: 8/5/2017 - 8/9/2017
City, State: Marriottsville, MD
Cost: \$ 3000
Funding Source: Chancellor's Grant Fund

Name: Susan Gasca and Kimberly Wingson

Purpose: To gain strategies on how to better educate students and help empower students to become involved. Learning of innovative strategies to teach SDEV 102 and positive impact on student academic success and retention.

Ratification/Amendment:

Site: SBVC
Department: Development and Community Relations Office
Conference Name: Conference for Community College Advancement Sponsored by Council for Advancement and Support of Education (CASE)
Travel Dates: 10/11/2017 - 10/14/2017
City, State: Anaheim, CA
Cost: \$ 1974
Funding Source: Development and Community Relations General Fund

Name: Karen Childers

Purpose: The CASE conference brings together development professionals from community colleges across the country to network and share ideas. The conference will strengthen development and community relations efforts at SBVC by exposing attendees to successful ideas and strategies for alumni relations, marketing, web strategy, and public relations. In addition, SBVC will present two workshops at the conference based on social media and the planning of SBVC's 90th Anniversary Gala.

Ratification/Amendment:

Site: SBVC
Department: Development and Community Relations Office
Conference Name: Conference for Community College Advancement Sponsored by Council for Advancement and Support of Education (CASE)
Travel Dates: 10/11/2017 - 10/14/2017
City, State: Anaheim, CA
Cost: \$ 2304
Funding Source: Development and Community Relations General Fund

Name: Sonja Pang and Samantha Valencia

Purpose: The CASE conference brings together development professionals from community colleges across the country to network and share ideas. The conference will strengthen development and community relations efforts at SBVC by exposing attendees to successful ideas and strategies for alumni relations, marketing, web strategy, and public relations. In addition, SBVC will present two workshops at the conference based on social media and the planning of SBVC's 90th Anniversary Gala.

Ratification/Amendment:

Site: SBVC
Department: President's Office
Conference Name: Community College League of California (CCLC) 2017 Annual Convention
Travel Dates: 11/16/2017 - 11/18/2017
City, State: San Jose, CA
Cost: \$ 1961.33
Funding Source: President's Office General Fund

Name: Diana Rodriguez

Purpose: California Community College professionals and state and national leaders, share their knowledge and experience to re-envision working together as a system-mapping the route for the future of California Community Colleges. Faculty, Administrators, Staff and Trustees share their tools, models and accomplishments.

Ratification/Amendment:

Site: TESS
Department: TESS
Conference Name: Ellucian Learn
Travel Dates: 10/15/2017 - 10/19/2017
City, State: Oxon Hil, MD
Cost: \$ 4466
Funding Source: DCS General funds

Name: Dianna Jones, Joyce Bond, Je Ho

Purpose: Attendance at this conference offers and exclusive opportunity to gain in-depth knowledge and hands-on training, as well as interface with Ellucian experts on the solutions utilized every day.

Ratification/Amendment:

Site: TESS
Department: TESS
Conference Name: Educause
Travel Dates: 10/30/2017 - 11/3/2017
City, State: Philadelphia, PA
Cost: \$ 4466
Funding Source: DCS General funds

Name: Glen Kuck, Andrew Chang

Purpose: The purpose of this conference is to learn about the emerging challenges and opportunities in educational technology as they pertain to data integrity, student/faculty support, best practices and state/national trends. It will provide the opportunity for networking and meeting with fellow California Community College Chief Information System officers, and reviewing the latest technology offerings geared towards Community Colleges

Ratification/Amendment:

Site: KVCR
Department: KVCR/FNX
Conference Name: National Association of Black Journalists (NABJ)
Travel Dates: 8/8/2017 - 8/14/2017
City, State: New Orleans, LA
Cost: \$ 2500
Funding Source: KVCR Foundation

Name: Kristy Cooper

Purpose: Network with over 3,000 of the nation's top journalists, media executives, public relations professionals, and students to look at excellence in journalism updates

Ratification/Amendment:

Site: KVCR
Department: KVCR/FNX
Conference Name: Public Radio Program Directors (PRPD) Conference
Travel Dates: 8/13/2017 - 8/18/2017
City, State: Washington, DC
Cost: \$ 2500
Funding Source: KVCR Foundation

Name: Keith Birkfeld, Mark Lagrimas, Ralph Cooper

Purpose: More than 800 stations, networks, producers, and professionals dedicated to the art and science of public radio programming, PRPD leads the content conversation in public radio through the only national convening devoted solely to public radio content and programming. The Public Radio Content Conference is the most vital opportunity for public radio directors, producers, executives, and decision makers to gather, network and lead the discussion of content and programming issues.

Ratification/Amendment:

Site: KVCR
Department: FNX
Conference Name: 99th Crow Fair Celebration Pow Wow
Travel Dates: 8/14/2017 - 8/23/2017
City, State: Hardin, MT
Cost: \$ 2500
Funding Source: FNX San Manuel Funds

Name: Micah Wright, Sahar Khadjenoury, Matt Ornelas and/or Daniel Adame, Frank Blanquet

Purpose: This is the largest gathering of Native Americans crew will film and conduct interviews for FNX Now footage

Ratification/Amendment:

Site: KVCR
Department: FNX
Conference Name: 96th SWAIA Santa Fe Indian Market and Native Cinema Showcase
Travel Dates: 8/15/2017 - 8/22/2017
City, State: Santa Fe, NM
Cost: \$ 2500
Funding Source: FNX San Manuel Funds

Name: Micah Wright, Sahar Khadjenoury, Matt Ornelas and/or Daniel Adame, Frank Blanquet

Purpose: This Native Cinema Showcase ...

Ratification/Amendment:

Site: KVCR
Department: FNX
Conference Name: Native American Journalist Assoc. Excellence in Journalism
Travel Dates: 9/7/2017 - 9/9/2017
City, State: Anaheim, CA
Cost: \$ 2000
Funding Source: FNX San Manuel Funds

Name: Micah Wright, Sahar Khadjenoury, Frank Blanquet

Purpose: The annual NAJA Excellence in Journalism presents awards of which FNX is a possible recipient (as last year)

Ratification/Amendment:

Site: KVCR
Department: KVCR
Conference Name: 6th Annual Super-Regional Public Radio Meeting
Travel Dates: 9/25/2017 - 9/29/2017
City, State: St. Paul, MN
Cost: \$ 2500
Funding Source: KVCR FM

Name: Rick Dulock, Lillian Vasquez

Purpose: This meeting is the pre-eminent national gathering of public media CEOs, thought leaders and top executives. Complete with relevant and provocative sessions, this conference focuses on the vital, pressing and complex issues facing public media.

Ratification/Amendment:

Site: KVCR

Department: KVCR/FNX

Conference Name: CPB/PBS General
Managers Strategy Meeting

Travel Dates: 10/16/2017 - 10/19/2017

City, State: Arlington, VA

Cost: \$ 2500

Funding Source: KVCR Educational
Foundation

Name: Mark Lagrimas, Keith Birkfeld, Ralph Cooper

Purpose: Annual meeting to discuss the future of Public Television

Ratification/Amendment:

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: July 13, 2017

SUBJECT: Consideration of Approval of Amendment 001 to the Contract for Measure M Program Management Services with Kitchell CEM, Inc. of Ontario CA

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 001 to the contract for Measure M Program Management Services with Kitchell CEM, Inc. of Ontario CA for an amount not-to-exceed \$571,000.00.

OVERVIEW

On May 26, 2016, the Board of Trustees approved a contract with Kitchell through June 30, 2018. This amendment is necessary to provide for a comprehensive and coordinated final contract adjustment that allows for a successful closeout of Measure M bond projects. The colleges and Business & Fiscal Services have reviewed program staffing on a project-by-project basis giving consideration to specific requirements, complexity, and duration.

ANALYSIS

The total not-to-exceed amount for Amendment 001 is \$571,000.00, resulting in a revised total contract value of \$4,871,000.00. Allotment for the contract expenses will be adjusted as follows.

		Current	Amount of Change	Revised
PM Staffing Fees	Crafton Hills	\$2,500,000.00	\$383,597.92	\$2,883,597.92
	Valley College	\$1,300,000.00	\$330,509.75	\$1,630,509.75
Constructability Reviews/ Estimates/ Schedules	Preconstruction - Crafton Hills	\$15,000.00	\$(15,000.00)	-
	Preconstruction - Valley College	\$15,000.00	\$(15,000.00)	-
	Construction Phase - Estimating	\$20,000.00	\$(14,785.00)	\$5,215.00
	Construction Phase - Scheduling	\$50,000.00	\$44,785.00	\$94,785.00
PM Reimbursable	General Not to Exceed	\$195,000.00	\$11,000.00	\$206,000.00
	QSP Services	\$25,000.00	\$19,000.00	\$44,000.00
	Allowance	\$130,000.00	\$(123,107.67)	\$6,892.33
Additional Svcs	Allowance	\$50,000.00	\$(50,000.00)	-
Not to Exceed	Total	\$4,300,000.00	\$571,000.00	\$4,871,000.00

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the Fund 42 Bond Construction Fund 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: Hussain Agah, Director, Facilities Planning & Construction

DATE: July 13, 2017

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

RECOMMENDATION

It is recommended that the Board of Trustees approve and ratify the following contract amendments and/or change orders. These changes are required and necessary, benefit the District, and reflect the most favorable negotiated costs.

San Bernardino Valley College – 01-1617-05 Elevator Floor Replacement Campus Wide						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Prestige Elevator Interiors Glendora, CA	CA-01	\$37,538.00	\$0	\$12,355.00	\$49,893.00	n/a

OVERVIEW

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

A construction contract is amended when there is a change in the scope of work due to unforeseen conditions that must be corrected in order for work to proceed. Amendments alter the base contract amount and are not limited to the 10% guideline.

All change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project and of major benefit to the District are approved and implemented.

ANALYSIS

Construction contract amendments and change orders submitted with this board item total \$12,355.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the Block Grant budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

01-1617-05
Project Number

Facilities Project Management

SBVC Elevator Flooring
Replacement - C.A. #01

CONTRACT AMENDMENT

Original Contract Amount: **\$37,538.00**
 Amount of Previous Contract Amendments: **\$0.00**
 Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>June 20, 2017</u>
Project Description:	<u>01-1617-05 Elevator Floor Replacement Campus wide</u>	Contract No.:	<u>General Contractor</u>
To (Contractor):	<u>Prestige Elevator Interiors</u>	Attn:	<u>Prestige Elevator Interiors</u>

You are hereby directed to make the following changes in the above reference contract for:

Item No.: **Refer to attachments**

Reference RFP No.: **Refer to attachments**

Description of Work:

This contract amendment includes additional scope of work for the general contractor generated from unforeseen field conditions encountered and identified during construction operations. These items were not included in the original contract documents and noted after the bid and execution of the general contractor contract. This contract amendment represents an inclusive and final settlement for all aspects and impacts associated with all added and deleted scopes.

Contract Amendment No. 01

TOTAL COST of CONTRACT AMENDMENT No. 01

\$12,355.00

Reason for Change:

CODE LEGEND

F-4 - BUILDING COST, UNFORESEEN FIELD CONDITION - DISTRICT GENERATED

Initiator of Change:

1 **DISTRICT**

The original Base Contract Sum was:	<u>\$37,538.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.A. No. 01 will be increased by :	<u>\$12,355.00</u>
The revised BASE Contract Sum:	<u>\$49,893.00</u>
Net change by previous authorized Change Order(s)/ Contract Amendment(s):	<u>\$0.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$49,893.00</u>
The revised Contract Amount, including this Contract Change Order/ Contract Amendment(s) is, therefore:	<u>\$49,893.00</u>
The contract TIME due to C.A. No. 01 will be increased by :	<u>0</u> calendar days.
The revised Contract Completion Date, including this Contract Amendment is, therefore	<u>15-Oct-17</u>
SBCCD Contract Amendment No. <u>01</u> includes Item Number(s):	<u>1.1</u>

This Contract Amendment is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

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

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District. I believe this request is valid and recommend your approval for acceptance.		
Signature	Name (printed)	Date
Architect: _____	N/A	
Project Mgr.: <u>HUSSAIN AGAH</u>	Hussain Agah, Director, Facilities Planning & Construction	<u>JUNE 20, 2017</u>
District: <u>[Signature]</u>	Jose F. Torres, Vice Chancellor, Business and Fiscal Services, SBCCD	
Contractor: <u>[Signature]</u>	Hector R. Leal, President, Prestige Elevator Interiors	
	<small>Printed Name/Title</small>	

CONTRACT AMENDMENT NO. 01

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CA						
Item 1.1	Additional procurement of elevator flooring material and added labor cost to redo (2) elevators. See attached summary for more detailed explanation.	F-4	100		\$12,355	\$12,355
Subtotal						\$12,355
TOTAL CONTRACT AMENDMENT # 01						\$12,355

CODE LEGEND

- A SITE COST, UNFORESEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
- C SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- D SITE COST, AGENCY OR CODE REVISION
- E SITE COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- F BUILDING COST, UNFORESEEN FIELD CONDITION
- G BUILDING COST, ERROR AND/OR OMISSION
- H BUILDING COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- J BUILDING COST, AGENCY OR CODE REVISION
- K BUILDING COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- L CONTRACT ADMINISTRATIVE ISSUE

* Note: "I" has been omitted not to be confused with "1"

- 1 CONTRACTOR GENERATED
- 2 CONSTRUCTION MANAGER GENERATED
- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED



Amendment Summary

114 South Del Rosa Drive, San Bernardino, CA. 92408

PH: (909) 909-382-4000

DATE: June 20, 2017

RE: San Bernardino Valley College (SBVC)
01-1617-05 Elevator Floor Replacement Campus wide
Prestige Elevator Interiors – Contract Amendment 01– Item 1.1

ITEM 1.1:

Description: Additional flooring material procurement and labor cost
Code: F-4 - BUILDING COST, UNFORESEEN FIELD CONDITION - DISTRICT GENERATED
Amount: \$12,355

NARRATIVE:

After reviewing color charts and selecting a flooring color and style, the Campus/District sent out a RFP to several Elevator contracts to replace the flooring in (11) elevators campus wide at SBVC. The Contractor was awarded a small scale Construction Contract based on lowest responsible bid. The Contractor procured the flooring material and began installation. Upon completion of (2) of the elevators and mild use by the Campus, it was determined that the specified floor color would not hold up to heavy use and would become a huge maintenance item to keep up an acceptable appearance. The Campus has requested to change the color to solid black in order to extend the life of the floors as well as decrease the maintenance required. This requested change requires the Contractor to procure additional material as well as replacing the flooring in the (2) elevators that have already been completed per the original contract.

ATTACHMENTS:

- ❖ Prestige Elevator Interiors Request Proposal R2 dated 6/16/2017.

COST/SCHEDULE IMPACT:

	PROPOSED	NEGOTIATED	DELTA
<u>COST IMPACT</u>	\$12,355	\$12,355	(\$0)
<u>SCHEDULE IMPACT</u> (CALENDER DAYS)	0	0	0