

Meeting of the San Bernardino Community College District Board of Trustees
SBCCD Boardroom, 114 S. Del Rosa Dr., San Bernardino, CA 92408
Business Meeting Agenda
January 10, 2019
Closed Session @ 3:00 p.m.
Public Meeting @ 4:00 p.m.

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- 2.1. Conference with Labor Negotiators
Government Code 54957.6
Agency Representative: Bruce Baron – CSEA, CTA, Management/Supervisors, and Confidential Employees
- 2.2. Public Employee Discipline/Dismissal/Release/Non Re-Employment
Government Code 54957
(2 cases)
- 2.3. Public Employee Performance Evaluation
Government Code 54957(b)(1)
Title: Chancellor
- 2.4. Conference with Legal Counsel – Anticipated Litigation
Government Code 54956.9(d)(2)
(1 case)
- 2.5. Conference with Legal Counsel – Existing Litigation
Government Code 54956.9(e)(3)
(1 case)
- 2.6. Conference with Real Property Negotiator
Government Code section 54956.8

Properties: An approximately 27,360 sq. ft. parcel of improved property, including a 70,595 square foot building, located at 560 E. Hospitality Lane, San Bernardino, CA, APN 0281-372-08-0000; an approximately 36,939 sq. ft. parcel of improved property, including a 82,039 square foot building, located at 550 E. Hospitality Lane, San Bernardino, CA, APN 0281-372-20-0000; and an approximately 38,964 sq. ft. parcel of improved property, including a 71,769 square foot building, located at 658 E. Brier Drive, San Bernardino, CA, APN 0281-021-51-0000 (collectively, the "Properties").

Negotiating Parties: San Bernardino Community College District (Proposed Buyer), Real Property Negotiators Jose F. Torres, Executive Vice Chancellor, and Buyer's real estate brokers, Gary P. Stache and Anthony DeLorenzo of CBRE, Inc.; and Hines (Proposed Seller), Real Property Negotiator Varun Akula, Director.

Under Negotiation: Instruction to Proposed Buyer's Real Property Negotiators will concern price and terms of payment associated with the possible purchase of the identified Properties.

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

The San Bernardino Community College Board of Trustees offers an opportunity for the public to address the Board on any agenda item prior to or during the Board's consideration of that item. Matters not appearing on the agenda will be heard after the board has heard all action agenda items. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session. Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 382-4091 as far in advance of the Board meeting as possible.

4. CONVENE CLOSED SESSION

5. RECONVENE PUBLIC MEETING

6. REPORT OF ACTION IN CLOSED SESSION

7. PRESENTATIONS

None

8. REPORTS

- 8.1. Board Committee Reports (p6)
- 8.2. Good News (p8)
- 8.3. San Bernardino Valley College Academic Senate
- 8.4. San Bernardino Valley College Classified Senate
- 8.5. San Bernardino Valley College Associated Students
- 8.6. Crafton Hills College Academic Senate
- 8.7. Crafton Hills College Classified Senate
- 8.8. Crafton Hills College Associated Students

8.9. CSEA

8.10. CTA

9. APPROVAL OF MINUTES

None

10. PUBLIC COMMENTS ON AGENDA ITEMS

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

11. CONSENT AGENDA

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

11.1. Instruction/Student Services

11.1.1. Consideration of Approval of Curriculum – CHC (p9)

11.1.2. Consideration of Approval of Curriculum – SBVC (p27)

11.2. Human Resources

11.2.1. Consideration of Approval of Adjunct and Substitute Academic Employees (p67)

11.2.2. Consideration of Approval of Non-Instructional Pay for Academic Employees (p70)

11.2.3. Consideration of Approval to Appoint Temporary Academic Employees (p79)

11.2.4. Consideration of Approval of Sabbatical Leave for the 2019-20 Academic Year (p81)

11.2.5. Consideration of Approval to Pay Stipends (p84)

11.2.6. Consideration of Approval of District Volunteers (p87)

11.2.7. Consideration of Approval of Employee Promotions (p90)

11.2.8. Consideration of Approval to Revise Professional Expert and Short-Term Hourly Rates of Pay Schedules (p92)

11.2.9. Consideration of Approval of Tuition Reimbursement (p104)

11.2.10. Consideration of Approval to Accept Employee Resignations (p105)

11.2.11. Consideration of Approval to Accept Employee Retirements (p107)

11.2.12. Consideration of Approval to Appoint District Employees (p109)

11.2.13. Consideration of Approval to Appoint Interim Managers (p111)

11.2.14. Consideration of Approval to Place Classified Employees on the 39-Month Reemployment List (p113)

11.3. Business & Fiscal Services

- 11.3.1. Consideration of Approval of Professional Services Contracts-Agreements (p115)
- 11.3.2. Consideration of Approval of Purchase Order Report (p117)
- 11.3.3. Consideration of Approval of Routine Contracts-Agreements and Memorandums (p123)
- 11.3.4. Consideration of Approval of Surplus Property and Authorization for Private Sale or Disposal (p145)
- 11.3.5. Consideration of Approval of Vacation Payout (p147)
- 11.3.6. Consideration of Approval of Nonresident Tuition and Capital Outlay Fees (to be included in addendum)
- 11.3.7. Consideration of Approval to Adopt Resolution #2019-01-10-FS Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications (p148)
- 11.3.8. Consideration of Approval of District & College Expenses (p151)
- 11.3.9. Consideration to Approve Conference Attendance (p154)

11.4. Facilities

- 11.4.1. Consideration of Approval of Amendment 001 to the Contract with DKC Architects, Inc. of Yucaipa, CA (p161)
- 11.4.2. Consideration of Approval of Amendment 005 to the Contract with HMC Architects, Inc. of Ontario, CA (p164)
- 11.4.3. Consideration of Approval of Non-Bond Construction Change Orders and Contract Amendments (p167)

12. ACTION AGENDA

- 12.1. Consideration of Approval of IFF Master Agreement, Articles of Incorporation, and Bylaws (p170)
- 12.2. Consideration of Approval of the Ratification of SBCCDTA CTA-NEA Articles and Appendices (p197)
- 12.3. Consideration of Approval of the Use of Annual Income from the Allocated Investments of FCC Auction Proceeds (p199)
- 12.4. Consideration of Approval to Conduct a Public Hearing and Acknowledge Initial Proposals to Reopen Negotiations from CSEA Chapter #291 (p202)
- 12.5. Consideration of Final Approval of Board Policies and Administrative Procedures (p204)

13. INFORMATION ITEMS

- 13.1. Applause (p218)
- 13.2. Budget Report (p224)
- 13.3. Clery Report (p242)
- 13.4. General Fund Cash Flow Analysis (p244)
- 13.5. Key Performance Indicators (p246)
- 13.6. MOU between SBCCD and CSEA Chapter #291 (p251)
- 13.7. MOU between SBCCD and the SBCCDTA CTA-NEA (p256)
- 13.8. New Trustee Orientation (p258)

14. PUBLIC COMMENT ON NON-AGENDA ITEMS

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

15. ADJOURN

The next meeting of the Board: Study Session – SBCCD Promise on January 17, 2019 at 12pm.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey Nikac, Senior Executive Assistant

DATE: January 10, 2019

SUBJECT: Board Committee Reports

RECOMMENDATION

This item is for information only and updates will be provided orally by the BOT Committee Chairs, as needed. The Board may ask staff to review a matter or may ask that a matter be put on a future agenda.

BOT COMMITTEES	2019 BOARD MEMBERS
Board & Chancellor Evaluations Ad Hoc Committee	1. Anne Viricel 2. Gloria Harrison 3. John Longville
Budget Standing Committee	1. Gloria Harrison 2. Donald Singer 3. Anne Viricel
Career Technical Education Standing Committee	1. John Longville 2. Stephanie Houston 3. Joseph Williams
Foundations Ad Hoc Committee	1. Donald Singer 2. Anne Viricel 3. Joseph Williams
Legislative Ad Hoc Committee	1. Frank Reyes 2. Anne Viricel 3. John Longville
Policy & Procedures Standing Committee	1. Donna Ferracone 2. Gloria Harrison 3. Donald Singer

OVERVIEW

The purpose of the reports is for BOT Committee Chairs to communicate information to the full Board, leading to more engagement and interaction at upcoming board meetings.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

No impact to the budget.



Good News

January 2019

2019! A NEW YEAR, A FRESH START, AND A WHOLE NEW REALM OF POSSIBILITIES!

SBCCD PROVES AGAIN TO BE A PIONEER OF ENERGY CONSERVATION



San Bernardino Community College District once again proves to be a pioneer of sustainability and energy conservation in Southern California.

SBCCD has been recognized by United States Green Building Council, L.A. Chapter for its long-term commitment towards sustainability and zero net energy achievement. The Sustainable Innovation Awards offer prestige and affirmation of SBCCD's commitment to a sustainable built environment. Unlike standardized rating systems, the Sustainable Innovation Awards evaluate merit based upon sustainable strategies that demonstrate exemplary performance by going above and beyond LEED credit achievement.

Thanks to ARUP North America coupled with the guidance of SBCCD's team especially Farrah Farzaneh, SBCCD's Sustainability & Energy Manager. There is no doubt that this recognition is due to the district's collective leadership efforts including the Board of Trustees, the Office of the Chancellor, San Bernardino Valley College and Crafton Hills College.

CHC HONOR STUDENTS' WORK PUBLISHED

Two of Crafton's Honor students had work accepted for publication in *The Palouse Review*, the biannual arts and academics journal of the Washington State University Honors College. The journal accepts submissions from Honors students throughout the Western Regional Honors Council, an organization Crafton Hills College belongs to. There are many submissions, and it is a highly competitive process.

Congratulations to CHC Honor Student Victoria Karalun for having her essay *A Study of Midwifery in Small Town America* and to CHC Honor Student Mary Andrews for having her photograph *Vibrant* selected for publication!

OFFICE OF THE CHANCELLOR SENDS SIX STAFF/FACULTY TO NEXT STEPS LEADERSHIP DEVELOPMENT PROGRAM



The Academy for Dynamic Leadership in conjunction with SBCCD and the EDCT Foundation, presents Next Steps Leadership, a six-month intense leadership program. This program is designed for those who want to climb the career ladder, take over a business, or start a new entrepreneurial journey.

"Investing in leadership development is an investment in SBCCD's future. The Next Steps Leadership Development Program gives Inland Empire leaders the tools and knowledge to grow and make a lasting impact within their company. We are investing our own staff/faculty into this dynamic program," said Chancellor Bruce Baron.

VICE CHANCELLOR INVITED TO JOIN ADVISORY TO STATE CHANCELLOR AND GOVERNOR ON HOUSING FOR VICTIMS OF FIRES



Vice Chancellor of Workforce Development, Advancement and Media Systems, Richard Galope has been invited to help design a statewide Community College response to the severe housing shortage in the major fire areas throughout the state.

This response includes FEMA, Strong Workforce, and WIOA funding initially, to set up construction training programs where students/pre-apprentices are involved in building housing components, then shipped to Northern California staging areas (other colleges) to complete the construction of transitional housing for fire victims who've lost their homes.

SBVC INVITED TO PRESENT

SBCCD has become active in making presentations at professional organizations. SBVC has been invited to present at the 2019 Alliance of Hispanic Serving Institution Educators best practices conference on April 14 - 17 in Riverside. The topic is "SBVC Empowering Latinx Students Through Career Pathways at SBVC: The Diesel Certificate Program".

This has been highlighted as a High Impact Practice presentation. This popular program allows Pacific High School students to earn a certificate in diesel repair while they are still in high school. Students who complete the program can make \$30 to \$40 per hour.

TEXTBOOK AFFORDABILITY GRANT FROM CALSTATE AWARDED TO SBVC

Continuing with SBCCD's great success as a leader in low and no-cost textbooks, SBCCD has been awarded a grant offered by the California State University system to develop no-cost textbook degree programs.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Kevin Horan, President, CHC
PREPARED BY: Dr. Keith Wurtz, Vice President, Instruction, CHC
DATE: January 10, 2019
SUBJECT: Consideration of Approval of Curriculum - CHC

RECOMMENDATION

It is recommended that the Board of Trustees approve the CHC 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 for addition, modification, and deletion by the Curriculum Committee of the Academic Senate and will be included in the 2019-2020 College Catalog.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

None.

CRAFTON HILLS COLLEGE
SUBMITTED FOR BOARD OF TRUSTEE APPROVAL
January 10, 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Discipline:	Computer Information Systems
Department:	Multimedia, Information Technology and Noncredit
Course ID:	CIS 135
Course Title:	Certified Ethical Hacker
Units:	3
Minimum Semester Hours:	
Lecture:	3 contact hours per week 48 – 54 contact hours per semester
Prerequisite:	None
Corequisite:	None
Departmental Recommendation:	CIS 134 with a minimum grade of C or better
Catalog Description:	This course will prepare students for the Ethical Hacker Certification exam by focusing on defensive hacking, with a code of ethics. Sample topics covered in this course are system fundamentals, enumeration, system hacking, Penetration Testing, system hardening, cloud technology security and social engineering.
Schedule Description:	In order for students to compete for gainful employment in the cyber security field, both hands on experiences and certifications are necessary. This course will focus on getting the student prepared for the Ethical Hacker (EH) certification exam. This class will be an in-depth study of Ethical Hacking.
Rationale:	In order for students to compete for gainful employment in the cybersecurity field, both hands on experiences and certifications are necessary. This course will focus on getting the student prepared for the Ethical Hacker (EH) certification exam so the student can look for employment as a certified security professional.
Equate:	Course not offered at SBVC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Discipline:	Computer Information Systems
Department:	Multimedia, Information Technology and Noncredit
Course ID:	CIS 136
Course Title:	Introduction to Cybersecurity
Units:	1
Minimum Semester Hours:	
Lecture:	1 contact hour per week 16 – 18 contact hours per semester
Prerequisite:	None
Corequisite:	None
Departmental Recommendation:	None

Catalog Description:	The Cisco Networking Academy hosted Introduction to Cybersecurity course is designed for students who are considering IT as career with specialization in cybersecurity. The course explores the field of cybersecurity, specifically the importance of cybersecurity, data confidentiality, and best practices for using the internet and social media safely, and potential career opportunities in this growing field.
Schedule Description:	This Cisco Networking Academy hosted course provides an introduction to the field of cybersecurity, specifically the importance of cybersecurity, data confidentiality and best practices for using the internet and social media safely. The course also explores potential career opportunities in this growing field.
Rationale:	The demand for cybersecurity experts has grown three times faster than any other IT job role, and training a cybersecurity workforce is a priority of many governments. Training a cybersecurity workforce is a national priority for many countries, and the demand for cybersecurity professionals is projected to rise to six millions job openings globally by 2020.
Equate:	Course not offered at SBVC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Discipline:	Computer Information Systems
Department:	Multimedia, Information Technology and Noncredit
Course ID:	CIS 137
Course Title:	Cybersecurity Essentials
Units:	2
Minimum Semester Hours:	
Lecture:	2 contact hours per week 32 – 36 contact hours per semester
Prerequisite:	None
Corequisite:	None
Departmental Recommendation:	CIS 136 with a minimum grade of C or better
Catalog Description:	The Cisco Networking Academy hosted Cybersecurity Essentials course covers foundational knowledge in all aspects of security in the cyber world, including information security, systems security, network security, mobile security, physical security, ethics and laws. It builds students' skills in related technologies, procedures, defense and mitigation techniques used in protecting businesses.
Schedule Description:	The Cisco Networking Academy hosted Cybersecurity Essentials course covers foundational knowledge in all aspects of security in the cyber world, including information security, systems security, network security, mobile security, physical security, ethics and laws. It builds students' skills in related technologies, procedures, defense and mitigation techniques used in protecting businesses.
Rationale:	Cybersecurity risks and threats are ever-present. The Internet and network infrastructures are increasingly vulnerable to a wide variety of physical and cyber attacks. Sophisticated cyber criminals and nations exploit these vulnerabilities stealing information, money, and more. These threats and vulnerabilities are fueling the growing need for skilled cybersecurity professionals.
Equate:	Course not offered at SBVC.

Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Discipline: Multimedia
Department: Multimedia, Information Technology and Noncredit
Course ID: MULTI 100
Course Title: Multimedia Foundations
Units: 3
Minimum Semester Hours:
Lecture: 3 contact hours per week
48 – 54 contact hours per semester
Prerequisite: None
Corequisite: None
Departmental Recommendation: None
Catalog Description: Introduction to multimedia technologies, concepts and principles of design and media production. Explores software applications as they relate to current methods of digital media production for print, screen, animation, interactivity, and 3D design. Investigates the historical and conceptual relationship between art, media, and technology.
Schedule Description: Introduction to multimedia technologies, concepts and principles of design and media production. Explores software applications as they relate to current methods of digital media production for print, screen, animation, interactivity, and 3D design.
Rationale: A foundational understanding of concepts and multimedia production software is critical to success in digital media careers as well as professions who commonly interface with media production such as marketing employees or business owners. In order for students to be successful in a digital media occupation or an educational pursuit, they must be familiar with the applications and uses of multimedia production.
Equate: Course not offered at SBVC.
Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Discipline: Multimedia
Department: Multimedia, Information Technology and Noncredit
Course ID: MULTI 170
Course Title: Website Design with Adobe Dreamweaver
Units: 3
Minimum Semester Hours:
Lecture: 3 contact hours per week
48 – 54 contact hours per semester
Prerequisite: None
Corequisite: None
Departmental Recommendation: CIS 111 with a minimum grade of C or better

Catalog Description:	In-depth study of Website design and development using Adobe Dreamweaver. Students will design, create, publish, and maintain web sites using Adobe Dreamweaver. This course is also offered as CIS 161.
Schedule Description:	In-depth study of Website design and development using Adobe Dreamweaver. Students will design, create, publish, and maintain web sites using Adobe Dreamweaver. This course is also offered as CIS 161.
Rationale:	This course will apply to the Associate of Science degree as well as to the certificate requirements for both Computer Information Systems and Multimedia and transfers to CSU.
Equate:	Course not offered at SBVC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Discipline:	Multimedia
Department:	Multimedia, Information Technology and Noncredit
Course ID:	MULTI 171
Course Title:	Adobe Animate
Units:	3
Minimum Semester Hours:	
Lecture:	3 contact hours per week 48 – 54 contact hours per semester
Prerequisite:	None
Corequisite:	None
Departmental Recommendation:	CIS 091 with a minimum grade of C or better
Catalog Description:	Introduction to Adobe Animate. Development of skills needed to plan, design, create, and publish animations, movies, and multi-device interactive applications using Adobe Animate.
Schedule Description:	Introduction to Adobe Animate. Development of skills needed to plan, design, create, and publish animations, movies, and multi-device interactive applications using Adobe Animate.
Rationale:	Adobe Animate is widely used throughout the world in the private and public sector and in high-level institutions to design and create animation and multimedia content that work across diverse platforms including computers, web sites, and mobile devices. For this reason, students, business and computer professionals are requesting this course.
Equate:	Course not offered at SBVC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Discipline:	Multimedia
Department:	Multimedia, Information Technology and Noncredit
Course ID:	MULTI 173
Course Title:	User Experience Design (UXD)
Units:	3
Minimum Semester Hours:	
Lecture:	3 contact hours per week 48 – 54 contact hours per semester

Prerequisite: None
Corequisite: None
Departmental Recommendation: None
Catalog Description: User Experience Design (UX) focuses on the quality of experience a person has when interacting with a specific design. UX Design relates to the needs and wants of the user, as well as ease-of-use, and designs for the best possible user experience. This course will cover the design process, prototyping, documentation, and tools used within the UX field.
Schedule Description: User Experience Design (UX) focuses on the quality of experience a person has when interacting with a specific design. UX Design relates to the needs and wants of the user, as well as ease-of-use, and designs for the best possible user experience.
Rationale: With the growing web design market and the multitude of digital devices, user interface design has quickly become a specialized area within the field of digital media design and is one of the most desired and high paying areas within the digital media job market. Training in this area will give students a higher chance on both the employment market as well as the freelance market.
Equate: Course not offered at SBVC.
Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
CIS 130	HARDWARE AND INFORMATION TECHNOLOGY

Course Title: HARDWARE AND INFORMATION TECHNOLOGY ESSENTIALS
Catalog Description: Hands-on class covering the fundamentals of computer hardware and software, security, networking, and the responsibilities of an IT professional. Students who complete this course will be able to describe the internal components of a computer, assemble a computer system, install an operating system, troubleshoot using system tools and diagnostic software, connect to the Internet and share resources in a networked environment.
Schedule Description: Hands-on class covering the fundamentals of computer hardware and software, security, networking, and the responsibilities of an IT professional. Includes hardware components, operating systems, and troubleshooting, as well as preparation for the CompTIA A+ certification exams 220-901 and 220-902.
Rationale: Six-year revision
Equate: Course not offered at SBVC.
Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
CIS 161	WEBSITE DESIGN AND PROGRAMMING USING DREAMWEAVER

Course Title: Website Design with Adobe Dreamweaver
Departmental Recommendation: CIS 111 with a minimum grade of C or better

Catalog Description: In-depth study of Website design and development using Adobe Dreamweaver. Students will design, create, publish, and maintain web sites using Adobe Dreamweaver. This course is also offered as MULTI 170.

Schedule Description: In-depth study of Website design and development using Adobe Dreamweaver. Students will design, create, publish, and maintain web sites using Adobe Dreamweaver. This course is also offered as MULTI 170.

Rationale: Update to align with industry standards; adding DE component.

Equate: Course not offered at SBVC.

Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
CIS 163	ADOBE PHOTOSHOP

Discipline: Multimedia

Course ID: MULTI 111

Course Title: Adobe Photoshop I

Rationale: Photoshop is widely used in the private and public sector and in educational institutions to design, create, and manipulate graphic images for Web pages and print publications. For this reason, students, business people, and computer professionals are requesting that this course be included in our curriculum. This course applies to the Associate of Science degree as well as to the certificate requirements for Computer Information Systems. Multimedia and Computer Assisted Graphic Design. Transfers to CSU.

Catalog Description: Add: Formerly CIS 163

Schedule Description: Add: Formerly CIS 163

Equate: Course not offered at SBVC.

Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
CIS 165	INTRODUCTION TO 3D MODELING AND ANIMATION

Discipline: Multimedia

Course ID: MULTI 150

Course Title: 3D Modeling and Animation with Maya I

Catalog Description: Add: Formerly CIS 165

Schedule Description: Add: Formerly CIS 165

Rationale: The ability to design and create 3D objects and animations is in high demand in both the public and private sector. Architects and engineers, trainers and educators, corporate presentation specialists, industrial designers, and game developers all use 3D graphics and animations. CIS 165 is associate degree applicable, transfers to CSU and is a requirement for the AS in Computer Information System (3D Computer Animation emphasis) and the Computer Assisted Graphic Design certificate.

Equate: Course not offered at SBVC.

Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
CIS 166	ADVANCED 3D MODELING AND ANIMATION

Discipline:	Multimedia
Course ID:	MULTI 250

Course Title: 3D Modeling and Animation II with Maya II
Prerequisite: MULTI 150 with a minimum grade of C or better
Catalog Description: In-depth study of 3D modeling and animation including the Maya character animation and visual effects system. Generation of digital images of animated characters and scenes. Course includes enhanced usages of 3D modeling, animations, texture mapping, adding visual effects and rendering.

Schedule Description: Formerly CIS 166
 In-depth study of 3D modeling and animation including the Maya character animation and visual effects system. Generation of digital images of animated characters and scenes. Course includes enhanced usages of 3D modeling, animations, texture mapping, adding visual effects and rendering.

Rationale: Formerly CIS 166
Equate: Six-year revision
Effective: Course not offered at SBVC.
 Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
CIS 173	INTRODUCTION TO ADOBE AFTER EFFECTS

Discipline: Multimedia
Course ID: MULTI 152
Course Title: Motion Graphics with Adobe After Effects
Catalog Description: Add: Formerly CIS 173
Schedule Description: Add: Formerly CIS 173
Rationale: Digital media has quickly developed into a robust arena for communication and entertainment. The Internet, in particular, uses multimedia in a variety of forms by many commercial and news websites. The inclusion of this course would enable our students to develop multimedia content for professional distribution via both the Internet and permanent mediums such as DVD and Blu-ray.
 This course transfers to CSU.

Equate: Course not offered at SBVC.
Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
CIS 174	INTRODUCTION TO ADOBE PREMIERE

Discipline: Multimedia
Course ID: MULTI 151

Course Title: Video Editing with Adobe Premiere
Catalog Description: Add: Formerly CIS 174
Schedule Description: Add. Formerly CIS 174
Rationale: Digital media has quickly developed into a robust arena for communication and entertainment. The Internet, in particular, uses multimedia in a variety of forms by many commercial and news web sites. The inclusion of this course would enable our students to develop multimedia content for professional distribution via both the Internet and permanent mediums such as DVD and Blu-ray. This course transfers to CSU.
Equate: Course not offered at SBVC.
Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
CIS 180	COMPUTER GRAPHICS WITH ADOBE ILLUSTRATOR

Discipline: Multimedia
Course ID: MULTI 130
Course Title: Digital Illustration with Adobe Illustrator I
Units: 3
Minimum Semester Hours:
Lecture: 3 contact hours per week
 48 – 54 contact hours per semester
Catalog Description: Development of skills in digital illustration and its use in print and web-based media. Focus on the creation of vector graphics using industry standard applications including Adobe Illustrator CC.
Schedule Description: Formerly CIS 180
 Development of skills in digital illustration and its use in print and web-based media. Focus on the creation of vector graphics using industry standard applications including Adobe Illustrator CC.
Rationale: Formerly CIS 180
 Digital Illustration provides students with skills and knowledge used to create professional illustrations and graphic designs. Students will gain an understanding of vector graphics, which are used in the creation of logos and other frequently scaled imagery. Students are trained primarily in Adobe Illustrator CC, and industry standard software program that is used in numerous computer graphic fields including print and web design. This course is associate degree applicable.
Equate: Course not offered at SBVC.
Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
CIS 182	DESKTOP PUBLISHING WITH ADOBE INDESIGN

Discipline: Multimedia

Course ID: MULTI 131
Course Title: Publication Design with Adobe InDesign
Semester Units: 3
Minimum Semester Hours:
Lecture: 3 contact hours per week
 48 – 54 contact hours per semester
Catalog Description: Introduction to publication design and page layout using Adobe Creative Cloud, primarily Adobe InDesign. Topics include tools and features used to produce professional publications for print production and digital publishing. Additional topics include color management, typography, and artwork integration.

Schedule Description: Formerly CIS 182
 Introduction to publication design and page layout using Adobe InDesign. Topics include tools and features used to produce professional publications for print production and digital publishing.

Rationale: Formerly CIS 182
 Six-year revision; adding DE component.
Equate: Course not offered at SBVC.
Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
CIS 184	PHOTOSHOP AND DIGITAL PHOTOGRAPHY

Discipline: Multimedia
Course ID: MULTI 211
Course Title: Adobe Photoshop II
Prerequisite: MULTI 111
Departmental Recommendation: None
Catalog Description: Building upon the skills obtained in Adobe Photoshop I, this course introduces additional tools and workflows, such as digital painting, complex masking, automated editing processes using actions, animating with the Photoshop timeline and building 3D objects. In addition to technical skills students will gain proficiency in Design processes pertaining to digital media production.

Schedule Description: Formerly CIS 184
 Building upon the skills obtained in Adobe Photoshop I, this course introduces additional tools and workflows, such as digital painting, complex masking, automated editing processes using actions, animating with the Photoshop timeline and building 3D objects.

Rationale: Photoshop and digital photography has become increasingly popular with both professional and amateur photographers, Students have been requesting the addition of this class to the program. This course applies to the Associate of Science degree as well as to the certificate requirements for Computer Information Systems. This course transfers to CSU.

 Formerly CIS 184

Equate: Course not offered at SBVC.
Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
CIS 195 A-Z	SELECTED TOPICS IN COMPUTER INFORMATION SYSTEMS

Catalog Description: Examination of current topics related to Information Technologies. Specific topics to be announced in the schedule of classes for the semester in which the course is offered.

Schedule Description: Selected topics in Computer Information Technologies.

Rationale: Six-year revision

Equate: Course not offered at SBVC.

Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
COUN 100	STUDENT SUCCESS AND THE COLLEGE EXPERIENCE

Rationale: Six-year revision; adding DE component

Equate: Course not offered at SBVC.

Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
HIST 170	WORLD CIVILIZATIONS (3500 BCE – 1500 CE)

Course Title: World Civilizations (3500BCE – 1500CE)

Rationale: C-ID changes

Equate: HIST 170

Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
HIST 170H	WORLD CIVILIZATIONS (3500 BCE – 1500 CE) – HONORS

Course Title: World Civilizations (3500BCE – 1500CE) – Honors

Departmental Recommendation: None

Rationale: C-ID changes

Equate: Course not offered at SBVC.

Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
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HIST 171	WORLD CIVILIZATIONS (1500 CE TO THE PRESENT)
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Course Title World Civilizations (1500CE to the Present)
Catalog Description: 1500 CE to 1500CE
Rationale: C-ID changes
Equate: HIST 171
Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
HIST 171H	WORLD CIVILIZATIONS (1500 CE TO THE PRESENT) – HONORS

Course Title World Civilizations (1500CE to the Present) – Honors
Departmental Recommendation: None
Catalog Description: 1500 CE to 1500CE
Rationale: C-ID changes
Equate: Course not offered at SBVC.
Effective: Fall 2019

DISTRIBUTED EDUCATION

Course ID: CIS 136 Hybrid and 100% Online
Course Title Introduction to Cybersecurity
Rationale: Increase DE offerings
Effective: Fall 2019

Course ID: CIS 137 Hybrid and 100% Online
Course Title Cybersecurity Essentials
Rationale: Increase DE offerings
Effective: Fall 2019

Course ID: CIS 161 Hybrid and 100% Online
Course Title Website Design with Adobe Dreamweaver
Rationale: Increase DE offerings
Effective: Fall 2019

Course ID: COUN 100 Hybrid and 100% Online
Course Title Student Success and the College Experience
Rationale: Increase DE offerings
Effective: Fall 2019

Course ID: MULTI 111 Hybrid and 100% Online
Course Title Adobe Photoshop I
Rationale: Increase DE offerings
Effective: Fall 2019

Course ID: MULTI 130 Hybrid and 100% Online
Course Title Digital Illustration with Adobe Illustrator I
Rationale: Increase DE offerings

Effective:	Fall 2019	
Course ID:	MULTI 131	Hybrid and 100% Online
Course Title	Publication Design with Adobe InDesign	
Rationale:	Increase DE offerings	
Effective:	Fall 2019	
Course ID:	MULTI 170	Hybrid and 100% Online
Course Title	Website Design with Adobe Dreamweaver	
Rationale:	Increase DE offerings	
Effective:	Fall 2019	
Course ID:	MULTI 171	Hybrid and 100% Online
Course Title	Adobe Animate	
Rationale:	Increase DE offerings	
Effective:	Fall 2019	

NEW CERTIFICATE
Changes to the 2019-2020 College Catalog

**Cloud Technology Specialist
 Certificate of Achievement**

This certificate is designed to prepare students for entry-level positions as cloud technology specialists. It includes courses that prepare students for industry certifications (CompTIA A+ and Cloud+).

Required Courses:	Units
CIS 130 Hardware and Information Technology	3
CIS 109 Operating Systems and Environments	3
CIS 132 Systems and Network Administration	3
CIS 133 Cloud Technology Essentials	4
CIS 136 Introduction to Cybersecurity	1
CIS 140 Introduction to Networks (Cisco CCNA 1)	4
Recommended Courses:	Units
CIS 101 Introduction to Computer and Information Technology	3
CIS 137 Cybersecurity Essentials	2
CIS 141 Basic Routing and Switching (Cisco CCNA 2)	4
Total Units	18

Rationale: With many business in the early stages of migrating traditional data centers to the cloud, qualified Cloud Engineers are in high demand including a 6 percent job growth for computer network architects from 2016-2026. As of February 2018, PayScale reported a cloud solutions architect made an average annual salary of \$122,833.

Effective: Fall 2019

NEW CERTIFICATE
<i>Changes to the 2019-2020 College Catalog</i>

**Cybersecurity Specialist
 Certificate of Achievement**

This certificate is designed to prepare students for entry-level positions as information security (cybersecurity) specialists. It includes courses that prepare students for industry certifications (Understanding Cisco Cybersecurity Fundamentals (SECFND) certification exam (210-250), Implementing Cisco Cybersecurity Operations (SECOPS) certification exam (210-255), CompTIA A+, and CompTIA Security+).

Required Courses:	Units
CIS 101 Introduction to Computer and Information Technology	3
CIS 109 Operating Systems and Environments	3
CIS 130 Hardware and Information Technology	3
CIS 136 Introduction to Cybersecurity	1
CIS 137 Cybersecurity Essentials	2
CIS 138 CCNA Cybersecurity Operations	4
CIS 140 Introduction to Networks (Cisco CCNA 1)	4
Recommended Courses:	Units
CIS 135 Certified Ethical Hacker	3
CIS 141 Basic Routing and Switching (Cisco CCNA 2)	4
Total Units	20

Rationale: Protecting enterprise data and infrastructure has become one of the most critical roles of information security specialists thanks to the rise of cyber attacks. As the amount of digital data and transactions grows, so does the need for cybersecurity professionals. In fact, the demand for cybersecurity experts has grown three times faster than any other IT job role, and training a cybersecurity workforce is a priority of many governments. Such jobs are among the fastest-growing roles in IT, as organizations set up security operations centers (SOCs), and establish teams to monitor and respond to security incidents. Cybersecurity professionals play a key part of securing information systems through the monitoring, detecting, investigating, analyzing, and responding to security events, thus protecting systems from cybersecurity risks, threats, and vulnerabilities.

Effective: Fall 2019

PROGRAM DELETION
<i>Changes to the 2019-2020 College Catalog</i>

**California Fire Officer Training Certificate
 Certificate of Achievement**

Rationale: Classes no longer offered.
Effective: Fall 2019

**CORRECTION
 NEW COURSE**

Addition to the 2019-2020 College Catalog

Discipline: Fire Technology
Department: Public Safety and Services
Course ID: FIRET 504
Course Title: Advanced Firefighter Continuing Education
Units: .5 – 2
Lecture: 1.5 – 6 contact hours per week
 24 – 96 contact hours per semester
Prerequisite: FIRET 115 with a minimum grade of C or better or fulfill the requirements for certification in a State Fire Marshal Firefighter I Academy or equivalent as determined by the Fire Academy Chief.
Corequisite: None
Departmental Recommendation: None
Catalog Description: Students will build upon their firefighting skills to include: Knowledge of firefighter safety, SCBA and PASS devices, determination of air supply, electrical hazards, use of tools and equipment, fuel types and suppression methods, attack techniques, structural search and rescue, first aid and CPR skills.
Schedule Description: Students will build upon their structural and wildland firefighting skills as required by the California State Fire Marshals Office.
Rationale: Approved at the December 13, 2018 Board meeting. The Course ID is changing from EMS 504 to FIRET 504.
Equate: Course not offered at SBVC.
Effective: Fall 2019

**CORRECTION
 NEW COURSE (NONCREDIT)**

Addition to the 2019-2020 College Catalog

Discipline: Course for Older Adults (Noncredit)
Department: Social Science
Course ID: COA/N 650
Course Title: Chair Fitness
Units: 0
Lab: 18
Prerequisite: None
Corequisite: None
Departmental Recommendation: None
Catalog Description: Blends functional movement and weight resistance in seated exercises. Improves balance to reduce risk of injuries from a fall. Builds muscles to support joints and strengthen injured areas. Also beneficial for increasing bone mass and reducing blood pressure. Appropriate for all older adults with varying fitness levels and with disabilities.
Schedule Description: Seated exercise offers all the benefits of standing exercise, without the risk. Chair exercises will keep your joints flexible, improving range of motion and mobility. Chair fitness also strengthens and stabilize muscles, resulting in improved balance, which is key for preventing falls and injuries.
Rationale: Approved at the December 13, 2018 Board meeting. The course is changing from Activity to Lab.

Equate: Course not offered at SBVC.
Effective: Fall 2019

CORRECTION
NEW COURSE (NONCREDIT)

Addition to the 2019-2020 College Catalog

Discipline: English as a Second Language (Noncredit)
Department: English and Reading
Course ID: ESL/N 601
Course Title: ESL Beginning Level 1
Units: 0
Lecture: 18 – 64
Prerequisite: None
Corequisite: None
Departmental Recommendation: None

Catalog Description: This noncredit course is designed to introduce low-intermediate English language learners to phonetic sounds, intonations, and academic vocabulary, sentence, and paragraph patterns. Students will start using academic English to speak and write about themselves, their families, and their communities. There is an emphasis in developing introductory academic strategies (grounded in rhetoric), habits, and communication practices to develop well-thought ideas, both orally and written.

Schedule Description: This noncredit course is designed to introduce low-intermediate English language learners to phonetic sounds, intonations, and academic vocabulary, sentence, and paragraph patterns. Students will start using Academic English to speak and write about themselves, their families, and their communities. There is an emphasis in developing introductory academic strategies (grounded in rhetoric), habits, and communication practices to develop well-thought ideas, both orally and written.

Rationale: Approved at the December 13, 2018 Board meeting. The course is changing from 64 hours to 18 – 64 hours.

Equate: ESL 601
Effective: Fall 2019

CORRECTION
NEW COURSE (NONCREDIT)

Addition to the 2019-2020 College Catalog

Discipline: English as a Second Language (Noncredit)
Department: English and Reading
Course ID: ESL/N 602
Course Title: ESL Beginning Level 2
Units: 0
Lecture: 18 – 64
Prerequisite: None
Corequisite: None
Departmental Recommendation: None

Catalog Description: This noncredit course is designed to prepare intermediate English language learners with vocabulary and sentence structure skills to communicate in social and academic settings. Students will learn present perfect, future conditional statements, and infinitives and gerunds to reinforce their grammar, speaking,

reading, and writing skills learned in Level 1. There is an emphasis in producing multiple academic compositions using various genres of writing and critical thinking.

- Schedule Description:** This noncredit course is designed to prepare intermediate English language learners with vocabulary and sentence structure skills to communicate in social and academic settings. Students will learn present perfect, future conditional statements, and infinitives and gerunds to reinforce their grammar, speaking, reading, and writing skills learned in Level 1. There is an emphasis in producing multiple academic compositions using various genres of writing and critical thinking.
- Rationale:** Approved at the December 13, 2018 Board meeting. The course is changing from 64 hours to 18 – 64 hours.
- Equate:** ESL 602
- Effective:** Fall 2019

CORRECTION

NEW COURSE (NONCREDIT)

Addition to the 2019-2020 College Catalog

- Discipline:** English as a Second Language (Noncredit)
- Department:** English and Reading
- Course ID:** ESL/N 603
- Course Title:** ESL Beginning Level 3
- Units:** 0
- Lecture:** 18 – 64
- Prerequisite:** None
- Corequisite:** None
- Departmental Recommendation:** None
- Catalog Description:** This noncredit course is designed to prepare high-intermediate English language learners to use a variety of academic formats, structures, vocabulary, grammar (verb patterns, gerunds, infinitives), genres to compose, both orally and written, various forms of writing with a specific idea, setting, and time. There is a focus on critical thinking practices as well as reading, writing, and oral fluency.
- Schedule Description:** This noncredit course is designed to prepare high-intermediate English language learners to use a variety of academic formats, structures, vocabulary, grammar (verb patterns, gerunds, infinitives), genres to compose, both orally and written, various forms of writing with a specific idea, setting, and time. There is a focus on critical thinking practices as well as reading, writing, and oral fluency.
- Rationale:** Approved at the December 13, 2018 Board meeting. The course is changing from 64 hours to 18 – 64 hours.
- Equate:** ESL 603
- Effective:** Fall 2019

CORRECTION

NEW COURSE (NONCREDIT)

Addition to the 2019-2020 College Catalog

- Discipline:** English as a Second Language (Noncredit)
- Department:** English and Reading
- Course ID:** ESL/N 604
- Course Title:** ESL Beginning Level 4

Units:	0
Lecture:	18 – 64
Prerequisite:	None
Corequisite:	None
Departmental Recommendation:	None
Catalog Description:	This noncredit course is designed to bridge low-advanced English language learners to enroll in credit academic and vocational classes. This course expands on students' writing process and critical thinking skills, while focusing on academic research practices, and strategies. There is an emphasis on composition and rhetoric with particular attention to develop an academic writing style.
Schedule Description:	This noncredit course is designed to bridge low-advanced English language learners to enroll in credit academic and vocational classes. This course expands on students' writing process and critical thinking skills, while focusing on academic research practices, and strategies. There is an emphasis on composition and rhetoric with particular attention to develop an academic writing style.
Rationale:	Approved at the December 13, 2018 Board meeting. The course is changing from 64 hours to 18 – 64 hours.
Equate:	ESL 604
Effective:	Fall 2019

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Diana Rodriguez, President, SBVC
PREPARED BY: Dr. Terri Long, Interim Vice President, Instruction, SBVC
DATE: January 10, 2019
SUBJECT: Consideration of Approval of Curriculum - SBVC

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

These courses, certificates, and degrees have been approved for addition, modification, and deletion by the Curriculum Committee of the Academic Senate and will be included in the 2019-2020 or 2020-2021 College Catalog.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO VALLEY COLLEGE
SUBMITTED FOR BOARD OF TRUSTEE APPROVAL
January 10, 2019

CONTENT REVIEW

No Changes to the College Catalog

AUTO 020
CHEM 104

AUTOIN 010
CHEM 104H

AUTORS 010

AUTOST 010

Rationale:
Effective:

Content Review
Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:

AUTO 620

Course Title:

Non-Structural Body Repair

Hours:

128 - 144

Lecture:

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

Laboratory:

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

Prerequisite:

None.

Catalog Description:

This noncredit course covers theory and practical experience in automotive collision damage repair and shop safety with a focus on automotive construction, regulations, oxyacetylene and Metal Inert Gas (MIG) welding, surface preparation, basic spray painting, and detailing. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test B-3.

Schedule Description:

This noncredit course covers theory and practical experience in automotive collision damage repair and shop safety with a focus on automotive construction, regulations, oxyacetylene and MIG welding, surface preparation, basic spray painting, and detailing. This course may be used in preparation for the Automotive Service Excellence (ASE) National Test B-3.

Rationale:

Noncredit mirror course of AUTO 020, which will be added to the Automotive noncredit certificates.

TOP Code:

0949.00

Equate:

Course not offered at CHC.

Effective:

Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	AUTOIN 610
Course Title:	Basic Auto Upholstery
Hours:	128 - 144
Lecture:	2 contact hour(s) per week 32 - 36 contact hours per semester
Laboratory:	6 contact hour(s) per week 96 - 108 contact hours per semester
Prerequisite:	None.
Catalog Description:	This noncredit course offers students basic theory and practical experience in creating custom automotive interiors. Safe work practices and the use of tools to develop, cut, sew and fit are emphasized.
Schedule Description:	This noncredit course offers students basic theory and practical experience in creating custom automotive interiors. Safe work practices and the use of tools to develop, cut, sew and fit are emphasized.
Rationale:	Noncredit mirror course of AUTOIN 610, which will be added to the Automotive noncredit certificates.
TOP Code:	0948.00
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	AUTOIN 612
Course Title:	Advanced Custom Auto Interiors
Hours:	128 - 144
Lecture:	2 contact hour(s) per week 32 - 36 contact hours per semester
Laboratory:	6 contact hour(s) per week 96 - 108 contact hours per semester
Prerequisite:	None.
Catalog Description:	This noncredit course offers advanced level instruction on theory and installation of custom and hot rod automotive interiors. Safe work practices and the use of tools to design, cut, sew and fit complex interiors are emphasized.
Schedule Description:	This noncredit course offers advanced level instruction on theory and practical experience in creating custom automotive interiors. Safe work practices and the use of tools to design, cut, sew and fit complex interiors are emphasized.
Rationale:	Noncredit mirror course of AUTOIN 612, which will be added to the Automotive noncredit certificates.
TOP Code:	0949.10
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	AUTORS 610
Course Title:	Basic Vehicle Restoration
Hours:	128 - 144
Lecture:	2 contact hour(s) per week 32 - 36 contact hours per semester
Laboratory:	6 contact hour(s) per week 96 - 108 contact hours per semester
Prerequisite:	None.
Catalog Description:	The noncredit course includes basic vehicle restoration theory and practical experience as well as safe work practices, disassembly, cleaning, body repair, welding and assembly.
Schedule Description:	The noncredit course includes basic vehicle restoration theory and practical experience as well as safe work practices, disassembly, cleaning, body repair, welding and assembly.
Rationale:	Noncredit mirror course of AUTORS 010, which will be added to the Automotive noncredit certificates.
TOP Code:	0949.10
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	AUTOST 610
Course Title:	Beginning Street Rod Construction
Hours:	96 - 108
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Laboratory:	3 contact hour(s) per week 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This noncredit course covers theory and practical experience in building a street rod vehicle. Topics include shop safety, design and construction of frame and chassis systems and components, body repair, paint preparation, refinishing, and welding.
Schedule Description:	This noncredit course covers the design and construction of a street rod vehicle including chassis systems and components, body repair, paint preparation, refinishing, and welding.
Rationale:	Noncredit mirror course of AUTOST 010, which will be added to the Automotive noncredit certificates.
TOP Code:	0949.10
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 011
Course Title:	Fundamentals of Construction Inspection: Soils and Concrete
Units:	3
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Outside of Class Hours:	6 hour(s) per week
Prerequisite:	None.
Catalog Description:	This course provides a basic study of soils engineering, soils construction methods, soils identification, soils terminology, concrete and asphalt including cements, aggregates, admixtures, job and batch control, properties of concrete, finishing, curing, reinforcing and nomenclature for inspectors.
Schedule Description:	This course provides a basic study of soils engineering, soils construction methods, soils identification, soils terminology, concrete and asphalt including cements, aggregates, admixtures, job and batch control, properties of concrete, finishing, curing, reinforcing and nomenclature for inspectors.
Rationale:	Creating course to be added to the Inspection Technology program.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 027
Course Title:	Structural Plan Review
Units:	3
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Outside of Class Hours:	6 hour(s) per week
Prerequisite:	None.
Catalog Description:	This is a basic study of simplified engineering that can be applied to both plan checking and field inspections.
Schedule Description:	This is a basic study of simplified engineering that can be applied to both plan checking and field inspections.
Rationale:	Creating course to be added to the Inspection Technology program.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 028
Course Title:	California Residential Code
Units:	3
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Outside of Class Hours:	6 hour(s) per week
Prerequisite:	None.
Catalog Description:	This course provides building and safety personnel with a study of the California Residential Code (CRC) including application, interpretation, and use of the code.
Schedule Description:	This course provides building and safety personnel with a study of the California Residential Code (CRC) including application, interpretation, and use of the code.
Rationale:	Creating course to be added to the Inspection Technology program.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 029
Course Title:	Community Relations for Building Personnel
Units:	3
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Outside of Class Hours:	6 hour(s) per week
Prerequisite:	None.
Catalog Description:	This course covers the development of oral and written communication skills for code enforcement personnel and an introduction to community relations for civil service employees. Topics include the proper methods of dealing with different types of encounters that an inspector may have with do-it-yourself homeowners, contractors, developers, etc. and the legal aspects of code administration and enforcement.
Schedule Description:	This course covers the development of oral and written communication skills for code enforcement personnel and an introduction to community relations for civil service employees. Topics include the proper methods of dealing with different types of encounters that an inspector may have with do-it-yourself homeowners, contractors, developers, etc. and the legal aspects of code administration and enforcement.
Rationale:	Creating course to be added to the Inspection Technology program.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 031
Course Title:	Aspects of Building and Safety
Units:	3
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Outside of Class Hours:	6 hour(s) per week
Prerequisite:	None.
Catalog Description:	This course prepares students for the basic administrative functions of building and safety including: Title 25, Disabled access, staff roles, permit and plan checking, building inspection, and code enforcement.
Schedule Description:	This course prepares students for the basic administrative functions of building and safety including: Title 25, Disabled access, staff roles, permit and plan checking, building inspection, and code enforcement.
Rationale:	Creating course to be added to the Inspection Technology program.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 611
Course Title:	Fundamentals of Construction Inspection: Soils and Concrete
Hours:	48 - 54
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This noncredit course provides a basic study of soils engineering, soils construction methods, soils identification, soils terminology, concrete and asphalt including cements, aggregates, admixtures, job and batch control, properties of concrete, finishing, curing, reinforcing and nomenclature for inspectors.
Schedule Description:	This noncredit course provides a basic study of soils engineering, soils construction methods, soils identification, soils terminology, concrete and asphalt including cements, aggregates, admixtures, job and batch control, properties of concrete, finishing, curing, reinforcing and nomenclature for inspectors.
Rationale:	New noncredit course to act as a mirror course of INSPEC 011.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 612
Course Title:	Fundamentals of Construction Inspection: Wood, Steel, Masonry
Hours:	48 - 54
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This noncredit course is a basic study of structures, including wood, steel, and masonry construction, building occupancies, construction and separations, acoustics and sound control.
Schedule Description:	This noncredit course is a basic study of structures, including wood, steel, and masonry construction, building occupancies, construction and separations, acoustics and sound control.
Rationale:	New noncredit course to act as a mirror course of INSPEC 012.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 613
Course Title:	Advanced Construction Inspection: International Building Code (IBC)
Hours:	48 - 54
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This noncredit course provides for inspectors a study of the International Building Code (IBC) including application, interpretation, and use of the code.
Schedule Description:	This noncredit course provides for inspectors a study of the International Building Code (IBC) including application, interpretation, and use of the code.
Rationale:	New noncredit course to act as a mirror course of INSPEC 013.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 614
Course Title:	Advanced Construction Inspection: National Electrical Code (NEC)
Hours:	48 - 54
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This noncredit course provides an understanding of the National Electrical Code and a study of its applications.
Schedule Description:	This noncredit course provides an understanding of the National Electrical Code and a study of its applications.
Rationale:	New noncredit course to act as a mirror course of INSPEC 014.
TOP Code:	0957.20
Equate:	Course not offered at CHC.

Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID: INSPEC 615
Course Title: Advanced Construction Inspection: Uniform Plumbing Code (UPC)
Hours: 48 - 54
Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester
Prerequisite: None.
Catalog Description: This noncredit course is a study, interpretation and application of the CA Plumbing Code (CPC).
Schedule Description: This noncredit course is a study, interpretation and application of the CA Plumbing Code (CPC).
Rationale: New noncredit course to act as a mirror course of INSPEC 015.
TOP Code: 0957.20
Equate: Course not offered at CHC.
Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID: INSPEC 616
Course Title: Advanced Construction Inspection: Uniform Mechanical Code (UMC)
Hours: 48 - 54
Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester
Prerequisite: None.
Catalog Description: This noncredit course is a study of the requirements for the design, construction, installation and maintenance of heating, ventilating, cooling, refrigeration systems, incinerators and other heat-producing appliances required by the CA Mechanical Code (CMC).
Schedule Description: This noncredit course is a study of the requirements for the design, construction, installation and maintenance of heating, ventilating, cooling, refrigeration systems, incinerators and other heat-producing appliances required by the CA Mechanical Code (CMC).
Rationale: New noncredit course to act as a mirror course of INSPEC 016.
TOP Code: 0957.20
Equate: Course not offered at CHC.
Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 617
Course Title:	California State Energy Regulations for Residential Buildings
Hours:	48 - 54
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This noncredit course is a study of the basic compliance requirements of the California Title 24 Energy Efficiency Standards for residential buildings and the 2016 CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models.
Schedule Description:	This noncredit course is a study of the basic compliance requirements of the California Title 24 Energy Efficiency Standards for residential buildings and the 2016 CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models.
Rationale:	New noncredit course to act as a mirror course of INSPEC 017.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 618
Course Title:	California State Energy Regulations for Non-residential Buildings
Hours:	48 - 54
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This noncredit course studies basic compliance with California Title 24 Energy Efficiency Standards for non-residential buildings and CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models.
Schedule Description:	This noncredit course studies basic compliance with California Title 24 Energy Efficiency Standards for non-residential buildings and CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models.
Rationale:	New noncredit course to act as a mirror course of INSPEC 018.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 626
Course Title:	Non-Structural Plan Review
Hours:	48 - 54
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This noncredit course provides training in the application of the CA Codes to construction drawings, including legal requirements for non-structural plan review, local, State, and Federal laws applicable to construction drawings, and the use of plan reviews as a first step in performing consistent and thorough inspections.
Schedule Description:	This noncredit course provides training in the application of the CA Codes to construction drawings.
Rationale:	New noncredit course to act as a mirror course of INSPEC 026.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 627
Course Title:	Structural Plan Review
Hours:	48 - 54
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This is a noncredit basic study of simplified engineering that can be applied to both plan checking and field inspections.
Schedule Description:	This is a noncredit basic study of simplified engineering that can be applied to both plan checking and field inspections.
Rationale:	New noncredit course to act as a mirror course of INSPEC 027.
TOP Code:	0957.20
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	INSPEC 628
Course Title:	California Residential Code
Hours:	48 - 54
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Prerequisite:	None.
Catalog Description:	This noncredit course provides building and safety personnel with a study of the California Residential Code (CRC) including application, interpretation, and use of the code.
Schedule Description:	This course provides building and safety personnel with a study of the California Residential Code (CRC) including application, interpretation, and use of the code.
Rationale:	New noncredit course to act as a mirror course of INSPEC 028.

TOP Code: 0957.20
Equate: Course not offered at CHC.
Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID: **INSPEC 629**
Course Title: Community Relations for Building Personnel
Hours: 48 - 54
Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester
Prerequisite: None.
Catalog Description: This noncredit course covers the development of oral and written communication skills for code enforcement personnel and an introduction to community relations for civil service employees. Topics include the proper methods of dealing with different types of encounters that an inspector may have with do-it-yourself homeowners, contractors, developers, etc. and the legal aspects of code administration and enforcement.
Schedule Description: This noncredit course covers the development of oral and written communication skills for code enforcement personnel and an introduction to community relations for civil service employees. Topics include the proper methods of dealing with different types of encounters that an inspector may have with do-it-yourself homeowners, contractors, developers, etc. and the legal aspects of code administration and enforcement.
Rationale: New noncredit course to act as a mirror course of INSPEC 029.
TOP Code: 0957.20
Equate: Course not offered at CHC.
Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID: **INSPEC 630**
Course Title: Aspects of Building and Safety
Hours: 48 - 54
Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester
Prerequisite: None.
Catalog Description: This noncredit course prepares students for the basic administrative functions of building and safety including: Title 25, Disabled access, staff roles, permit and plan checking, building inspection, and code enforcement.
Schedule Description: This noncredit course prepares students for the basic administrative functions of building and safety including: Title 25, Disabled access, staff roles, permit and plan checking, building inspection, and code enforcement.
Rationale: New noncredit course to act as a mirror course of INSPEC 031.
TOP Code: 0957.20
Equate: Course not offered at CHC.
Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	PHLB 600
Course Title:	Phlebotomy I: Introduction
Hours:	40
Lecture:	20 contact hour(s) per semester
Laboratory:	20 contact hour(s) per semester
Departmental Advisory:	The California Department of Health Services requires that applicants for certification as a phlebotomist have a high school diploma or equivalent and the ability to obtain and process official documents in English.
Limitation on Enrollment:	Prior to beginning of clinical laboratory component, requires evidence of current CPR certification and titers, and medical clearance from healthcare provider to be on file in the department office.
Catalog Description:	This noncredit course provides theoretical and laboratory preparation for entry-level certification as a phlebotomy technician; includes overview of federal and state regulations governing clinical laboratories; focuses on vascular anatomy and physiology and performance of venipuncture and dermal puncture techniques, describes additional responsibilities of phlebotomy technicians as members of the health care team; requires demonstration of skill competency.
Schedule Description:	This noncredit course provides theoretical and laboratory preparation for entry-level certification as a phlebotomy technician.
Rationale:	Community college healthcare CTE programs are in demand as healthcare needs in the area grow by 2% per year. In addition, noncredit certificate programs are more accessible to the public.
TOP Code:	1205.10
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	PHLB 601
Course Title:	Phlebotomy II: Clinical Practicum
Hours:	60 - 64
Laboratory:	60 - 64 contact hour(s) per semester
Prerequisite:	PHLB 600
Catalog Description:	In this noncredit course students will be placed in a clinical setting in order to complete a minimum of 60 hours of clinical training. Students will complete a minimum of 10 skin punctures and 50 venipunctures that fulfill all sampling requirements as set forth by the CA Department of Health. Students must complete a minimum of 60 hours of verified, supervised field experience and meet the required competencies through actual on-the-job performance in order to receive a certificate of completion. The student will practice skills learned in PHLB 600.
Schedule Description:	In this noncredit course students will be placed in a clinical setting in order to complete a minimum of 60 hours of clinical training.
Rationale:	Community college healthcare CTE programs are in demand as healthcare needs in the area grow by 2% per year. In addition, non-credit certificate programs are more accessible to the public.
TOP Code:	1205.10
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	POLICE 095
Course Title:	Force Option Simulator Instructor
Units:	1
Lecture:	10 contact hour(s) per semester
Laboratory:	30 contact hour(s) per semester
Outside of Class Hours:	20 contact hour(s) per semester
Prerequisite:	Completion of POLICE 002, 100, 101, 102, and 103 (POST Regular Basic Course) or CRMJUS 059, 060, and 061 (Modules I, II, and III).
Catalog Description:	This course is designed as a “train the trainer” class and meets all requirements for Peace Officer Standards and Training (POST) force options simulator instructor certification. This class will provide the trainer with an in-depth understanding of scenario-based training, increase their knowledge of federal and state laws governing use of force, and increase their knowledge of case laws and department policies regarding use of force.
Schedule Description:	This course is designed as a “train the trainer” class and meets all requirements for Peace Officer Standards and Training (POST) force options simulator instructor certification. This class will provide the trainer with an in-depth understanding of scenario-based training, increase their knowledge of federal and state laws governing use of force, and increase their knowledge of case laws and department policies regarding use of force.
Rationale:	This new course will be a given in partnership with the Sheriff's Academy.
TOP Code:	2105.00
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	POLICE 096
Course Title:	Firearms Instructor Course
Units:	1
Lecture:	10 contact hour(s) per semester
Laboratory:	30 contact hour(s) per semester
Outside of Class Hours:	20 contact hour(s) per semester
Prerequisite:	Completion of POLICE 002, 100, 101, 102, and 103 (POST Regular Basic Course) or CRMJUS 059, 060, and 061 (Modules I, II, and III).
Catalog Description:	This course is designed to prepare the student with the fundamentals of teaching law enforcement firearms techniques to others and to create and administer a safe and quality firearms training program. Part of the training includes various shooting styles, updates, and instruction on the most effective contemporary techniques used in law enforcement today. How to diagnose shooting problems through target analysis, and how to properly correct the problems will be covered as well.
Schedule Description:	This course is designed to prepare the student with the fundamental of teaching law enforcement firearms techniques to others and to create and administer a safe and quality firearms training program. Part of the training include various shooting styles, updates, and instruction on the most effective contemporary techniques used in law enforcement today. How to diagnose shooting problems

through target analysis, and how to properly correct the problems will be covered as well.

Rationale: This new course will be a given in partnership with the Sheriff's Academy. Students will obtain additional skills on firearms instruction.
TOP Code: 2105.00
Equate: Course not offered at CHC.
Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID: PSYTCH 601
Course Title: Psychiatric Technician Licensure Exam Preparation
Hours: 16 - 18
Lecture: 16 - 18 contact hour(s) per semester
Prerequisite: None
Catalog Description: This noncredit course prepares students that have completed or are nearing completion of the psychiatric technology program for the state administered licensing examination for psychiatric technicians. This course is also recommended for students who desire refresher training. Topics include, but are not limited to, nursing science – theory and techniques, basic nursing, developmental disabilities, medications, psychiatric mental health nursing. Also included are some basic test-taking techniques to increase proficiency on the state exam.
Schedule Description: This noncredit course prepares students for the multiple choice questions on the psychiatric technician licensing examination that require a sound knowledge base and application of critical thinking skills to scenarios typically encountered when providing care to patients with medical, developmental and psychiatric disabilities.
Rationale: Department felt the need to offer a noncredit option for students to improve in success rate of BVNPT pass rate.
TOP Code: 1239.00
Equate: Course not offered at CHC.
Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID: WELD 645
Course Title: Shielded Metal Arc Welding - Beginning
Hours: 112 - 126
Lecture: 16 - 18 contact hour(s) per semester
Laboratory: 96 - 108 contact hour(s) per semester
Prerequisite: None.
Catalog Description: This is a noncredit introductory course in the Shielded Metal Arc Welding (SMAW) process often referred to as stick welding or arc welding. Welding safety, equipment and joint construction on mild steel are stressed.
Schedule Description: This is a noncredit introductory course in the Shielded Metal Arc Welding (SMAW) process often referred to as stick welding or arc welding. Welding safety, equipment and joint construction on mild steel are stressed.
Rationale: Noncredit mirror course of WELD 045, will be included in the new Welding noncredit certificate.
TOP Code: 0956.50

Equate: Course not offered at CHC.
Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID: WELD 646
Course Title: Shielded Metal Arc Welding - Intermediate
Hours: 160 - 180
Lecture: 16 - 18 contact hour(s) per semester
Laboratory: 144 - 162 contact hour(s) per semester
Prerequisite: WELD 645
Catalog Description: This is an intermediate noncredit course in the Shielded Metal Arc Welding (SMAW) process. Vertical and overhead groove welds and the lab portion of the structural weld certification for the City of Los Angeles are stressed.
Schedule Description: This is an intermediate noncredit course in the Shielded Metal Arc Welding (SMAW) process. Vertical and overhead groove welds and the lab portion of the structural weld certification for the City of Los Angeles are stressed.
Rationale: Noncredit mirror course of WELD 046, which will be included in the new Welding noncredit certificate.
TOP Code: 0956.50
Equate: Course not offered at CHC.
Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID: WELD 660
Course Title: Fabrication and Layout - Beginning
Hours: 128 - 144
Lecture: 32 - 36 contact hour(s) per semester
Laboratory: 96 - 108 contact hour(s) per semester
Prerequisite: None.
Catalog Description: This noncredit course is designed to provide the training needed to read blueprints, create shop drawings, and fabricate and assemble parts.
Schedule Description: This noncredit course is designed to provide the training needed to read blueprints, create shop drawings, and fabricate and assemble parts.
Rationale: Creating this noncredit mirror course of WELD 060 to be added to the new Welding noncredit certificate.
TOP Code: 0956.50
Equate: Course not offered at CHC.
Effective: Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	WELD 666
Course Title:	Preparation for Los Angeles City Welding Certification-Structural (AWS D1.1)
Hours:	48 - 54
Lecture:	48 - 54 contact hour(s) per semester
Prerequisite:	None.
Catalog Description:	This noncredit course prepares students for the written Structural Steel examination offered by the City of Los Angeles Department of Building and Safety (LADBS) with a focus on the American Welding Society (AWS) D1.1 structural welding code.
Schedule Description:	This noncredit course prepares students for the written Structural Steel examination offered by the City of Los Angeles Department of Building and Safety (LADBS) with a focus on the AWS D1.1.
Rationale:	Noncredit mirror course of WELD 066 to be added to the new Welding noncredit certificate.
TOP Code:	0956.50
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	WELD 680
Course Title:	Gas Metal Arc Welding - Beginning
Hours:	112 - 126
Lecture:	16 - 18 contact hour(s) per semester
Laboratory:	96 - 108 contact hour(s) per semester
Prerequisite:	None.
Catalog Description:	This noncredit course introduces techniques and methods of Gas Metal Arc Welding (GMAW-S, GMAW Spray Transfer) in all positions and on various thicknesses of mild steel.
Schedule Description:	This noncredit course introduces techniques and methods of Gas Metal Arc Welding (GMAW-S, GMAW Spray Transfer) in all positions and on various thicknesses of mild steel.
Rationale:	This noncredit mirror course of WELD 080 will be added to the new Welding noncredit certificate.
TOP Code:	0956.50
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	WELD 681
Course Title:	Gas Metal Arc Welding - Intermediate
Hours:	160 - 180
Lecture:	16 - 18 contact hour(s) per semester
Laboratory:	144 - 162 contact hour(s) per semester
Prerequisite:	WELD 680
Catalog Description:	This noncredit course is the study of intermediate techniques and methods of Gas Metal Arc Welding (GMAW) and Metal-Cored Arc Welding (MCAW) in all positions and on various thicknesses of mild steel and aluminum.
Schedule Description:	This noncredit course is the study of intermediate techniques and methods of Gas Metal Arc Welding (GMAW) and Metal-Cored Arc Welding (MCAW) in all positions and on various thicknesses of mild steel and aluminum.
Rationale:	New noncredit mirror course of WELD 081, which will be added to the new Welding noncredit certificate.
TOP Code:	0956.50
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID:	WELD 690
Course Title:	Flux Cored Arc Welding-Gas Shielded
Hours:	160 - 180
Lecture:	16 - 18 contact hour(s) per semester
Laboratory:	144 - 162 contact hour(s) per semester
Prerequisite:	None.
Catalog Description:	This noncredit course introduces techniques and methods of Flux Cored Arc Welding- Gas shielded (FCAW-G) in all positions and on various thicknesses of carbon steel.
Schedule Description:	This noncredit course introduces techniques and methods of Flux Cored Arc Welding- Gas shielded (FCAW-G) in all positions and on various thicknesses of carbon steel.
Rationale:	New noncredit mirror course of WELD 090 to be added to the Welding noncredit certificate.
TOP Code:	0956.50
Equate:	Course not offered at CHC.
Effective:	Fall 2019

NEW COURSE

Addition to the 2019-2020 College Catalog

Course ID: WELD 691
Course Title: Flux Cored Arc Welding - Self Shielded
Hours: 160 - 180
Lecture: 16 - 18 contact hour(s) per semester
Laboratory: 144 - 162 contact hour(s) per semester
Prerequisite: None.
Departmental Advisory: WELD 690
Catalog Description: This noncredit course introduces techniques and methods of Flux Cored Arc Welding- Self shielded (FCAW-S) in all positions and on various thicknesses of carbon steel.
Schedule Description: This noncredit course introduces techniques and methods of Flux Cored Arc Welding- Self shielded (FCAW-S) in all positions and on various thicknesses of carbon steel.
Rationale: New noncredit mirror course of WELD 091, which will be added to the Welding noncredit certificate.
TOP Code: 0956.50
Equate: Course not offered at CHC.
Effective: Fall 2019

MODIFY COURSE

Changes to the 2019-2020 College Catalog

COURSE ID	COURSE TITLE
AERO 098	AERONAUTICS WORK EXPERIENCE

Work Experience: 60 - 300 contact hour(s) per semester
Catalog Description: Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.
Schedule Description: Supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.
Rationale: Updating course descriptions and hours.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
AUTOIN 012	ADVANCED CUSTOM AUTO INTERIORS

Departmental Advisory: None.
Rationale: Removing Departmental Advisory to align with noncredit mirror course.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
CHEM 101	INTRODUCTORY CHEMISTRY

Prerequisite: ENGL 101 or ENGL 101H or READ 100 and MATH 096 or eligibility for MATH 095 or higher as determined by the SBVC assessment process.
Rationale: Updating prerequisites, SLOs, course content, out of class assignments, and textbooks.
Equate: CHEM 101
Effective: Fall 2020

COURSE ID	COURSE TITLE
CHEM 105	INTRODUCTION TO GENERAL, ORGANIC AND BIOCHEMISTRY

Prerequisite: ENGL 101 or ENGL 101H or READ 100 and MATH 096 or eligibility for MATH 095 or higher as determined by the SBVC assessment process.
Rationale: Updating prerequisites.
Equate: Course not offered at CHC.
Effective: Fall 2020

COURSE ID	COURSE TITLE
CHEM 110	ENVIRONMENTAL AND CONSUMER CHEMISTRY

Prerequisite: ENGL 101 or ENGL 101H or READ 100
Rationale: Updating prerequisites, course objectives, course content, out of class assignments, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2020

COURSE ID	COURSE TITLE
GIS 098	GEOGRAPHIC INFORMATION SYSTEMS

Work Experience: 60 - 300 contact hour(s) per semester
Catalog Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.
Schedule Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match. For paid work, 75 hours = 1 unit; for volunteer work, 60 hours = 1 unit. Students may earn a total of 16 units toward graduation in Work Experience 098 courses. See department for specific guidelines.
Rationale: Updating course descriptions and hours.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
INSPEC 012B	FUNDAMENTALS OF CONSTRUCTION INSPECTION III: WOOD, STEEL, MASONRY

Course ID: **INSPEC 012**
Course Title: Fundamentals of Construction Inspection: Wood, Steel, Masonry
Departmental Advisory: None
Catalog Description: This course is a basic study of structures, including wood, steel, and masonry construction, building occupancies, construction and separations, acoustics and sound control (formerly INSPEC 012B).
Schedule Description: This course is a basic study of structures, including wood, steel, and masonry construction, building occupancies, construction and separations, acoustics and sound control (formerly INSPEC 012B).
Rationale: Content Review. Updating Course ID, descriptions, SLOs, course objectives, out of class assignments, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
INSPEC 013D	ADVANCED CONSTRUCTION INSPECTION: INTERNATIONAL BUILDING CODE (IBC)

Course ID: **INSPEC 013**
Departmental Advisory: None
Catalog Description: This course provides for inspectors a study of the International Building Code (IBC) including application, interpretation, and use of the code (formerly INSPEC 013D).
Schedule Description: This course provides for inspectors a study of the International Building Code (IBC) including application, interpretation, and use of the code (formerly INSPEC 013D).
Rationale: Content Review. Updating Course ID, descriptions, SLOs, course objectives, out of class assignments, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
INSPEC 014D	ADVANCED CONSTRUCTION INSPECTION: NATIONAL ELECTRICAL CODE (NEC)

Course ID: **INSPEC 014**
Departmental Advisory: None
Catalog Description: This course provides an understanding of the National Electrical Code and a study of its applications (formerly INSPEC 014D).
Schedule Description: This course provides an understanding of the National Electrical Code and a study of its applications (formerly INSPEC 014D).
Rationale: Content Review. Updating Course ID, descriptions, SLOs, course objectives, out of class assignments, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
INSPEC 015D	ADVANCED CONSTRUCTION INSPECTION: UNIFORM PLUMBING CODE (UPC)

Course ID: **INSPEC 015**
Departmental Advisory: None
Catalog Description: This course is a study, interpretation and application of the CA Plumbing Code (CPC) (Formerly INSPEC 015D).
Schedule Description: This course is a study, interpretation and application of the CA Plumbing Code (CPC) (Formerly INSPEC 015D).
Rationale: Content Review. Updating Course ID, descriptions, SLOs, course objectives, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
INSPEC 016D	ADVANCED CONSTRUCTION INSPECTION: UNIFORM MECHANICAL CODE (UMC)

Course ID: **INSPEC 016**
Departmental Advisory: None
Catalog Description: This course is a study of the requirements for the design, construction, installation and maintenance of heating, ventilating, cooling, refrigeration systems, incinerators and other heat-producing appliances required by the CA Mechanical Code (CMC) (formerly INSPEC 016D).
Schedule Description: This course is a study of the requirements for the design, construction, installation and maintenance of heating, ventilating, cooling, refrigeration systems, incinerators and other heat-producing appliances required by the CA Mechanical Code (CMC) (formerly INSPEC 016D).
Rationale: Content Review. Updating Course ID, descriptions, SLOs, course objectives, out of class assignments, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
INSPEC 017D	CALIFORNIA STATE ENERGY REGULATIONS FOR RESIDENTIAL BUILDINGS

Course ID: **INSPEC 017**
Catalog Description: This course is a study of the basic compliance requirements of the California Title 24 Energy Efficiency Standards for residential buildings and the 2016 CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models (formerly INPSEC 017D).
Schedule Description: This course is a study of the basic compliance requirements of the California Title 24 Energy Efficiency Standards for residential buildings and the 2016 CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models (formerly INPSEC 017D).
Rationale: Content Review. Updating Course ID, descriptions, SLOs, course objectives, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
INSPEC 018D	CALIFORNIA STATE ENERGY REGULATIONS FOR NON-RESIDENTIAL BUILDINGS

Course ID: **INSPEC 018**
Departmental Advisory: None
Catalog Description: This course studies basic compliance with California Title 24 Energy Efficiency Standards for non-residential buildings and CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models (formerly INPSEC 018D).
Schedule Description: This course studies basic compliance with California Title 24 Energy Efficiency Standards for non-residential buildings and CA Green Building Standards Code. It includes prescriptive and performance methods such as alternative packages and computer models (formerly INSPEC 018D).
Rationale: Content Review. Updating Course ID, descriptions, SLOs, course objectives, course content, out of class assignments, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
INSPEC 026D	NON-STRUCTURAL PLAN REVIEW

Course ID: **INSPEC 026**
Departmental Advisory: None
Catalog Description: This course provides training in the application of the CA Codes to construction drawings, including legal requirements for non-structural plan review, local, State, and Federal laws applicable to construction drawings, and the use of plan reviews as a first step in performing consistent and thorough inspections (formerly INSPEC 026D).
Schedule Description: This course provides training in the application of the CA Codes to construction drawings (formerly INSPEC 026D).
Rationale: Content Review. Updating Course ID, descriptions, SLOs, course objectives, course content, out of class assignments, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
PS 101	INTRODUCTION TO PHYSICAL SCIENCE

Prerequisite: ENGL 101 or ENGL 101H or READ 100
Rationale: Content Review. Updating prerequisites, SLOs, and out of class assignments.
Equate: Course not offered at CHC.
Effective: Fall 2020

COURSE ID	COURSE TITLE
PS 112	INTRODUCTION TO THE DEVELOPMENT OF MODERN SCIENCE

Prerequisite: ENGL 101 or ENGL 101H or READ 100

Rationale: Content Review. Updating prerequisites, course objectives, SLOs, and out of class assignments, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2020

COURSE ID	COURSE TITLE
WELD 010	INTRODUCTION TO WELDING

Catalog Description: This is an introductory course for students in any field that utilizes welding processes. Emphasis will be on Welding Safety, Thermal cutting, Gas Metal Arc Welding, and Shielded Metal Arc Welding in flat and horizontal positions.

Schedule Description: This is an introductory course for students in any field that utilizes welding processes. Emphasis will be on Welding Safety, Thermal cutting, Gas Metal Arc Welding and Shielded Metal Arc Welding in flat and horizontal positions.

Rationale: Content Review. Updating course descriptions, SLOs, course objectives, course content, and textbooks.

Equate: Course not offered at CHC.

Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 012	OXY-ACETYLENE WELDING

Course Title: Oxy-Fuel Welding

Catalog Description: This course provides entry-level training in oxy-acetylene welding, oxy-fuel cutting and oxy-fuel brazing.

Schedule Description: This course provides entry-level training in oxy-acetylene welding, oxy fuel cutting and oxy-fuel brazing.

Rationale: Content Review. Updating title, course descriptions, SLOs, course objectives, course content, and textbooks.

Equate: Course not offered at CHC.

Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 015	GAS TUNGSTEN ARC WELDING - BEGINNING

Catalog Description: This is an introductory course in the Gas Tungsten Arc Welding (GTAW) or Tungsten Inert Gas (TIG) welding process. Welding safety, equipment, and joint construction on mild steel are stressed.

Schedule Description: This is an introductory course in the Gas Tungsten Arc Welding (GTAW) or Tungsten Inert Gas (TIG) welding process. Welding safety, equipment, and joint construction on mild steel are stressed.

Rationale: Content Review. Updating course descriptions, SLOs, and textbooks.

Equate: Course not offered at CHC.

Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 016	GAS TUNGSTEN ARC WELDING - INTERMEDIATE

Catalog Description: This is an intermediate level course in the Gas Tungsten Arc Welding (GTAW) process that focuses on carbon steel, stainless steel, and aluminum. Welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals are also covered.

Schedule Description: This is an intermediate level course in the Gas Tungsten Arc Welding (GTAW) process that focuses on carbon steel, stainless steel, and aluminum. Welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals are also covered.

Rationale: Content Review. Updating course descriptions, SLOs, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 017	GAS TUNGSTEN ARC WELDING - ADVANCED

Catalog Description: This is an advanced course in GTAW that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. This course develops gas tungsten arc welding skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.

Schedule Description: This is an advanced course in GTAW that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. This course develops gas tungsten arc welding skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.

Rationale: Content Review. Updating course descriptions, SLOs, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 027	INSPECTION OF WELDS: DESTRUCTIVE TESTS

Course Title: Inspection of Welds: Destructive Testing
Departmental Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process and TECALC 087.

Catalog Description: This course covers basic metallurgy and destructive tests commonly used to determine the physical properties of a weld. Destructive tests include: bend tests, nick break tests, tensile tests, hardness tests, fatigue tests, and impact tests.

Schedule Description: This course covers basic metallurgy and destructive tests commonly used to determine the physical properties of a weld.

Rationale: Content Review. Updating title, departmental advisories, course descriptions, SLOs, objectives, content, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 028	INSPECTION OF WELDS: NON-DESTRUCTIVE EXAMINATION

Departmental Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process and TECALC 087.

Catalog Description: This course covers non-destructive examination techniques used to determine the soundness of welds and their fitness for service. It includes visual examination, dye penetrant testing, magnetic particle testing, and ultrasonic testing.

Schedule Description: This course covers non-destructive examination techniques used to determine the soundness of welds and their fitness for service.

Rationale: Content Review. Updating course descriptions, SLOs, objectives, content, and textbooks.

Equate: Course not offered at CHC.

Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 045	BEGINNING SHIELDED METAL ARC WELDING (SMAW)

Course Title: Shielded Metal Arc Welding - Beginning

Catalog Description: This is an introductory course in the Shielded Metal Arc Welding (SMAW) process often referred to as stick welding or arc welding. Welding safety, equipment and joint construction on mild steel are stressed.

Schedule Description: This is an introductory course in the Shielded Metal Arc Welding (SMAW) process often referred to as stick welding or arc welding. Welding safety, equipment and joint construction on mild steel are stressed.

Rationale: Content Review. Updating title, course descriptions, SLOs, objectives, content, and textbooks.

Equate: Course not offered at CHC.

Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 046	INTERMEDIATE SHIELDED METAL ARC WELDING (SMAW)

Course Title: Shielded Metal Arc Welding - Intermediate

Catalog Description: This is an intermediate course in the Shielded Metal Arc Welding (SMAW) process. Vertical and overhead groove welds and the lab portion of the structural weld certification for the City of Los Angeles are stressed.

Schedule Description: This is an intermediate course in the Shielded Metal Arc Welding (SMAW) process. Vertical and overhead groove welds and the lab portion of the structural weld certification for the City of Los Angeles are stressed.

Rationale: Content Review. Updating title, course descriptions, SLOs, objectives, content, and textbooks.

Equate: Course not offered at CHC.

Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 047	POWER PLANT AND FIELD PIPE WELDING I

Course Title: Preparation for Shielded Metal Arc Welding (SMAW) Pipe
Departmental Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
Catalog Description: This is an advanced course in the Shielded Metal Arc Welding (SMAW) process that prepares students for pipe welding. Emphasis will be on open root groove welds in all positions. Root passes will be welded with E6010 and fill/covers with E7018.
Schedule Description: This is an advanced course in the Shielded Metal Arc Welding (SMAW) process that prepares students for pipe welding.
Rationale: Content Review. Updating title, departmental advisories, course descriptions, SLOs, objectives, content, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 048	POWER PLANT AND FIELD PIPE WELDING II

Course Title: Shielded Metal Arc Welding (SMAW) - Pipe
Catalog Description: This is an advanced course covering Shielded Metal Arc Welding (SMAW) on pipe. American Welding Society (AWS) and American Petroleum Institute (API) standards will be covered. Focus will be on 5G and 6G welding positions.
Schedule Description: This is an advanced course covering Shielded Metal Arc Welding (SMAW) on pipe. American Welding Society (AWS) and American Petroleum Institute (API) standards will be covered. Focus will be on 5G and 6G welding positions.
Rationale: Content Review. Updating title, course descriptions, SLOs, objectives, content, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 060	LAYOUT FITTER I

Course Title: Fabrication and Layout - Beginning
Catalog Description: This course is designed to provide the training needed to read blueprints, create shop drawings, and fabricate and assemble parts.
Schedule Description: This course is designed to provide the training needed to read blueprints, create shop drawings, and fabricate and assemble parts.
Rationale: Content Review. Updating title, course descriptions, SLOs, objectives, content, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 065	WELDING INSPECTION VISUAL

Course Title: Welding Inspection Visual - AWS-CWI
Departmental Advisory: WELD 028 and READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
Catalog Description: This course is designed to prepare students for the Certified Welding Inspector (CWI) examination offered by the American Welding Society (AWS). Focus is placed on visual inspection, terms and definitions, welding symbols, welding processes, welding procedures, code specifications, materials and their limitations, weld testing, record keeping, report preparations, certifications, and responsibilities of a CWI.
Schedule Description: This course is designed to prepare students for the Certified Welding Inspector (CWI) examination offered by the American Welding Society (AWS).
Rationale: Content Review. Updating title, departmental advisories, course descriptions, SLOs, objectives, content, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 066	PREPARATION FOR LOS ANGELES CITY WELDING CERTIFICATION

Course Title: Preparation for Los Angeles City Welding Certification-Structural (AWS D1.1)
Corequisite: WELD 046
Departmental Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
Catalog Description: This course prepares students for the written Structural Steel examination offered by the City of Los Angeles Department of Building and Safety (LADBS) with a focus on the American Welding Society (AWS) D1.1 structural welding code.
Schedule Description: This course prepares students for the written Structural Steel examination offered by the City of Los Angeles Department of Building and Safety (LADBS) with a focus on the AWS D1.1.
Rationale: Content Review. Updating title, advisories, course descriptions, SLOs, objectives, content, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 067	STRUCTURAL STEEL SPECIAL INSPECTION (ICBO)

Course Title: Structural Steel Special Inspection (ICC)
Departmental Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
Catalog Description: This course is designed to prepare students for the structural steel special inspection examinations offered by the International Code Council (ICC). Topics include a review of the technical aspects on inspection and quality control in the area of structural steel, welding preparation, materials applications, plan reading, related codes, and report writing.
Schedule Description: This course is designed to prepare students for the structural steel special inspection examinations offered by the International Code Council (ICC).

Rationale: Content Review. Updating title, advisories, course descriptions, SLOs, objectives, content, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 068	LOS ANGELES CITY REINFORCING STEEL AND STRUCTURAL SHEET STEEL (LIGHT GAUGE)

Course Title: Preparation for Los Angeles City Welder Certification - Reinforced Steel and Light Gauge Steel
Prerequisite: WELD 066
Catalog Description: This class prepares students for the City of Los Angeles Department of Building and Safety (LADBS) Reinforced Steel and Light Gauge Steel written and performance qualification examinations with emphasis on the American Welding Society (AWS) D1.3 and AWS D1.4 Welding Codes.
Schedule Description: This class prepares students for the City of Los Angeles Department of Building and Safety (LADBS) Reinforced Steel and Light Gauge Steel written and performance qualification examinations with emphasis on the AWS D1.3 and AWS D1.4 Welding Codes.
Rationale: Content Review. Updating title, advisories, course descriptions, SLOs, objectives, content, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 080	GAS METAL ARC WELDING - BEGINNING

Catalog Description: This course introduces techniques and methods of Gas Metal Arc Welding (GMAW-S, GMAW Spray Transfer) in all positions and on various thicknesses of mild steel.
Schedule Description: This course introduces techniques and methods of Gas Metal Arc Welding (GMAW-S, GMAW Spray Transfer) in all positions and on various thicknesses of mild steel.
Rationale: Content Review. Updating course descriptions, SLOs, objectives, content, and textbooks.
Equate: Course not offered at CHC.
Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 081	GAS METAL ARC WELDING - INTERMEDIATE

Catalog Description: This is the study of intermediate techniques and methods of Gas Metal Arc Welding (GMAW) and Metal-Cored Arc Welding (MCAW) in all positions and on various thicknesses of mild steel and aluminum.
Schedule Description: This is the study of intermediate techniques and methods of Gas Metal Arc Welding (GMAW) and Metal-Cored Arc Welding (MCAW) in all positions and on various thicknesses of mild steel and aluminum.
Rationale: Content Review. Updating course descriptions, SLOs, objectives, content, and textbooks.
Equate: Course not offered at CHC.

Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 082	GAS METAL ARC WELDING - ADVANCED

Catalog Description: This is an advanced course in Gas Metal Arc Welding (GMAW) that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. The course develops Gas Metal Arc Welding (GMAW) skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.

Schedule Description: This is an advanced course in Gas Metal Arc Welding (GMAW) that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. The course develops Gas Metal Arc Welding (GMAW) skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.

Rationale: Content Review. Updating course descriptions, SLOs, objectives, content, and textbooks.

Equate: Course not offered at CHC.

Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 090	FLUX CORED ARC WELDING - GAS SHIELDED

Catalog Description: This course introduces techniques and methods of Flux Cored Arc Welding- Gas shielded (FCAW-G) in all positions and on various thicknesses of carbon steel.

Schedule Description: This course introduces techniques and methods of Flux Cored Arc Welding- Gas shielded (FCAW-G) in all positions and on various thicknesses of carbon steel.

Rationale: Content Review. Updating course descriptions, SLOs, objectives, content, and textbooks.

Equate: Course not offered at CHC.

Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 091	FLUX CORED ARC WELDING - SELF SHIELDED

Catalog Description: This course introduces techniques and methods of Flux Cored Arc Welding- Self shielded (FCAW-S) in all positions and on various thicknesses of carbon steel.

Schedule Description: This course introduces techniques and methods of Flux Cored Arc Welding- Self shielded (FCAW-S) in all positions and on various thicknesses of carbon steel.

Rationale: Content Review. Updating course descriptions, SLOs, objectives, content, and textbooks.

Equate: Course not offered at CHC.

Effective: Fall 2019

COURSE ID	COURSE TITLE
WELD 092	FLUX CORED ARC WELDING - ADVANCED

Prerequisite: WELD 090 or WELD 091

Catalog Description: This is an advanced course in Flux Cored Arc Welding (FCAW) that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. The course develops Flux Cored Arc Welding skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.

Schedule Description: This is an advanced course in Flux Cored Arc Welding (FCAW) that introduces basic theory and application of pipe welding. Pipe weld-joint design, pre-weld fit up, basic metallurgy, weld symbols, and related codes and standards are emphasized. The course develops Flux Cored Arc Welding skills on pipe in 1G, 2G, 5G, and 6G as well as welding safety, equipment, basic welding-joint design, expansion, contraction, and residual stress in welding of metals.

Rationale: Content Review. Updating advisories, course descriptions, SLOs, objectives, content, and textbooks.

Equate: Course not offered at CHC.

Effective: Fall 2019

DISTANCE EDUCATION

ACCT 010	ACCT 030	ACCT 047	ACCT 090
ART 102	ART 102H	CHEM 110	CIT 010
CIT 045	CIT 048	ENGL 086	ENGL 087
ENGL 101	ENGL 101H	HEALTH 103	KIN 200
LIB 070	LIB 071	LIB 073	LIB 110
MATH 096	MATH 102	MATH 103	MATH 108
MATH 115	MATH 141	MATH 601	POLIT 140
PS 101	READ 015	READ 100	READ 102
READ 620	SPAN 102	SPAN 102H	SPAN 103
SPAN 103H	SPAN 104	SPAN 157	SPAN 158

Rationale: **100% ONLINE**

One of the planning themes of San Bernardino Valley College (SBVC) is access. For career technical courses, the issue of scheduling is crucial. Students working the night shift can only take class in the morning while those working traditional day schedules can only take evening classes. Given these variables and difficult schedules, students need the flexibility of time that an online class affords. An asynchronous online class allows students to study when their schedules allow and where they have the space and materials to do so effectively. The online delivery method of these courses supports the mission of SBVC by providing access to education to a diverse community of learners who find themselves in a community with complicated lives and difficult and demanding schedules and responsibilities.

Effective: Fall 2019

ADMINISTRATIVE APPROVALS

ADJUS 101	ADJUS 102	ADJUS 103	ADJUS 104
ADJUS 105	ADJUS 106	ADJUS 107	ADJUS 108
ANTHRO 100	ANTHRO 102	ANTHRO 106	ANTHRO 106H
ANTHRO 106L	ANTHRO 108	ANTHRO 109	ANTHRO 110
ANTHRO 222	CD 060	CD 061	CD 068
CD 075	CD 100	CD 101	CD 105
CD 105H	CD 108	CD 111	CD 113
CD 114	CD 115	CD 126	CD 127
CD 130	CD 133	CD 134	CD 136
CD 137	CD 138	CD 185	CD 186
CD 205	CD 210	CD 215	CD 244
CD 245	CD 270	CD 271	CD 272
CIT 101	CIT 102	CIT 116	CIT 232
CORREC 101	CORREC 102	CORREC 103	CORREC 104
CORREC 105	CORREC 106	HUMSV 147	HUMSV 170
LIB 070	LIB 110	PHIL 101	PHIL 101H
PHIL 103	PHIL 105	PHIL 112	PHIL 180
RELIG 100	RELIG 100H	RELIG 101	RELIG 110
RELIG 135	RELIG 150	RELIG 180	PSYCH 100
PSYCH 100H	PSYCH 102	PSYCH 110	PSYCH 111
PSYCH 112	PSYCH 118	PSYCH 141	PSYCH 201
SOC 100	SOC 110	SOC 120	SOC 130
SOC 135	SOC 141	SOC 145	SOC 150
WELD 027	WELD 028	WELD 047	WELD 066

Departmental Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.

Rationale: A memo was submitted by Kimberly Jefferson to Dr. Terri Long with signatures from all Department Chairs wishing to add READ 100 as a departmental advisory. Dr. Long will administratively approve these changes be added to CurricUNET, be sent to the Board of Trustees and the State Chancellor's Office, and be added to Colleague. The Curriculum Committee voted on October 10, 2018 to approve these changes.

Effective: Fall 2019

NEW CERTIFICATE

AUTOMOTIVE INTERIORS NONCREDIT CERTIFICATE

This noncredit certificate is designed to prepare students for entry-level work/employment as an auto interiors technician.

REQUIRED COURSES:

		Hours
AUTO 620	Non-Structural Body Repair	128 - 144
AUTOIN 610	Basic Auto Upholstery	128 - 144
AUTOIN 612	Advanced Custom Auto Interiors	128 - 144
AUTOST 610	Beginning Street Rod Construction	96 - 108

Total Hours **480 - 540**

Rationale: This noncredit certificate was requested by the Auto collision Advisory Committee and the collision industry.
Effective: Fall 2019

NEW CERTIFICATE

INSPECTION TECHNOLOGY NONCREDIT CERTIFICATE

This noncredit certificate is designed to prepare students for entry-level employment in construction inspection, International Code Council (ICC) certification examinations, and understanding of construction, alteration, or repair of buildings. Students will develop the skills to ensure compliance with building codes and ordinances, zoning regulations, and contract specifications. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

REQUIRED COURSES:

		Hours
INSPEC 611	Fundamentals of Construction Inspection: Soils and Concrete	48 - 54
INSPEC 612	Fundamentals of Construction Inspection: Wood, Steel, Masonry	48 - 54
INSPEC 613	Advanced Construction Inspection: International Building Code (IBC)	48 - 54
INSPEC 614	Advanced Construction Inspection: National Electrical Code (NEC)	48 - 54
INSPEC 615	Advanced Construction Inspection: Uniform Plumbing Code (UPC)	48 - 54
INSPEC 616	Advanced Construction Inspection: Uniform Mechanical Code (UMC)	48 - 54
INSPEC 617	California State Energy Regulations for Residential Buildings	48 - 54
INSPEC 618	California State Energy Regulations for Non-residential Buildings	48 - 54
INSPEC 626	Non-Structural Plan Review	48 - 54
INSPEC 627	Structural Plan Review	48 - 54
INSPEC 628	California Residential Code	48 - 54
INSPEC 629	Community Relations for Building Personnel	48 - 54
INSPEC 630	Aspects of Building and Safety	48 - 54

Total Hours **624 - 702**

Rationale: Noncredit mirror certificate of Inspection Technology certificate.
Effective: Fall 2019

NEW CERTIFICATE

PHLEBOTOMY NONCREDIT CERTIFICATE

This one semester noncredit certificate in Phlebotomy is designed for students wishing to become Phlebotomy Technicians. This program prepares students to pass the national exam necessary to apply for the California CPT 1 license. In order for students to receive a certificate of completion, they must successfully complete PHLB 600 and PHLB 601.

REQUIRED COURSES:	Hours
PHLB 600 Phlebotomy I: Introduction	40
PHLB 601 Phlebotomy II: Clinical Practicum	60 - 64
Total Hours	100 - 104

Rationale: Currently there are no local community colleges that offer a noncredit phlebotomy certificate. This will be the first noncredit certificate in the area, which will help with the 2% job growth in the Inland Empire.

Effective: Fall 2019

NEW CERTIFICATE

STREET ROD CONSTRUCTION NONCREDIT CERTIFICATE

This noncredit certificate is designed to prepare students for entry level work as a street rod builder apprentice or related areas of the auto related industry.

REQUIRED COURSES:	Hours
AUTOST 610 Beginning Street Rod Construction	96 - 108
AUTORS 610 Basic Vehicle Restoration	128 - 144
AUTO 620 Non-Structural Body Repair	128 - 144
Total Hours	352 - 396

Rationale: This noncredit certificate was requested by the Auto collision Advisory Committee and the collision industry.

Effective: Fall 2019

NEW CERTIFICATE

WELDING JOB READINESS NONCREDIT CERTIFICATE

This noncredit certificate is designed to complement the credit degree and certificates in the welding technology program by providing continuing education and practice for anyone in the welding industry. Focus is on Industry recognized welding certifications with the Shielded Metal Arc Welding (SMAW), Flux Cored Arc Welding (FCAW) and Gas Metal Arc Welding (GMAW) processes

REQUIRED COURSES:	Hours
WELD 645 Shielded Metal Arc Welding-Beginning	112 - 126
WELD 646 Shielded Metal Arc Welding-Intermediate	160 - 180
WELD 660 Fabrication and Layout-Beginning	128 - 144
WELD 666 Preparation for Los Angeles City Welding Certification-Structural (AWS D1.1)	48 - 54
WELD 680 Gas Metal Arc Welding-Beginning	112 - 126
WELD 681 Gas Metal Arc Welding-Intermediate	160 - 180
WELD 690 Flux Cored Arc Welding-Gas Shielded	160 - 180
WELD 691 Flux Cored Arc Welding-Self Shielded	160 - 180
Total Hours	1040 - 1170

Rationale: New noncredit Welding Job Readiness Certificate, which is a complement to the degrees and certificates currently offered in the Welding Department.
Effective: Fall 2019

MODIFY CERTIFICATE

FLUX CORED ARC WELDING (FCAW) CERTIFICATE

This certificate is designed to provide students with training in Flux Cored Arc Welding (FCAW-G and FCAW-S). This is the semi-automatic welding process often used to replace Shielded Metal Arc Welding (SMAW) in many industrial applications. Industry certifications are stressed.

Required Courses:		Units
WELD 010	Introduction to Welding	2
WELD 090	Flux Cored Arc Welding-Gas Shielded	4
WELD 091	Flux Cored Arc Welding-Self Shielded	4
WELD 092	Flux Cored Arc Welding-Advanced	3
Total Units		13

Rationale: Content Review.
Effective: Fall 2019

MODIFY CERTIFICATE

GAS METAL ARC WELDING (GMAW) CERTIFICATE

This certificate is designed to provide students with training in Gas Metal Arc Welding (GMAW). Metals will include Steel and Aluminum. Industry Certifications for both plate and pipe will be stressed.

Required Courses:		Units
WELD 010	Introduction to Welding	2
WELD 080	Gas Metal Arc Welding - Beginning	3
WELD 081	Gas Metal Arc Welding-Intermediate	4
WELD 082	Gas Metal Arc Welding-Advanced	3
Total Units		12

Rationale: Content Review.
Effective: Fall 2019

MODIFY CERTIFICATE

GAS TUNGSTEN ARC WELDING (GTAW) CERTIFICATE

This certificate is designed to provide students with training in Gas Tungsten Arc Welding (GTAW). GTAW is commonly known as TIG (Tungsten Inert Gas Welding). Students will work with Steel, Stainless Steel and Aluminum in both plate and pipe applications. Industry Certifications are stressed.

Required Courses:		Units
WELD 012	Oxy-Fuel Welding	2
WELD 015	Gas Tungsten Arc Welding-Beginning	3
WELD 016	Gas Tungsten Arc Welding-Intermediate	4
WELD 017	Gas Tungsten Arc Welding-Advanced	3
Total Units		12

Rationale: Content Review, updating WELD 012 title.
Effective: Fall 2019

MODIFY CERTIFICATE

INSPECTION TECHNOLOGY CERTIFICATE

This certificate is designed to prepare students for entry-level employment in construction inspection, International Code Council (ICC) certification examinations, and understanding of construction, alteration, or repair of buildings. Students will develop the skills to ensure compliance with building codes and ordinances, zoning regulations, and contract specifications. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

REQUIRED COURSES:		Units
INSPEC 011	Fundamentals of Construction Inspection: Soils and Concrete	3
INSPEC 012	Fundamentals of Construction Inspection: Wood, Steel, Masonry	3
INSPEC 013	Advanced Construction Inspection: International Building Code (IBC)	3
INSPEC 014	Advanced Construction Inspection: National Electrical Code (NEC)	3
INSPEC 015	Advanced Construction Inspection: Uniform Plumbing Code (UPC)	3
INSPEC 016	Advanced Construction Inspection: Uniform Mechanical Code (UMC)	3
INSPEC 017	California State Energy Regulations for Residential Buildings	3
INSPEC 018	California State Energy Regulations for Non-residential Buildings	3
INSPEC 026	Non-Structural Plan Review	3
INSPEC 027	Structural Plan Review	3
INSPEC 028	California Residential Code	3
INSPEC 029	Community Relations for Building Personnel	3
INSPEC 030	Aspects of Building and Safety	3
Total Units		39

This is a Gainful Employment Program

Rationale: Updating course IDs and titles.
Effective: Fall 2019

MODIFY CERTIFICATE

PIPE WELDING CERTIFICATE

This certificate will give students an introduction into pipe welding with all of the four major welding processes used in the industry. These include SMAW, GMAW, FCAW-G, FCAW-S, and GTAW.

Required Courses:		Units
WELD 017	Gas Tungsten Arc Welding-Advanced	3
WELD 047	Preparation for Shielded Metal Arc Welding (SMAW) Pipe	3
WELD 048	Shielded Metal Arc Welding (SMAW) - Pipe	4
WELD 082	Gas Metal Arc Welding-Advanced	3
WELD 092	Flux Cored Arc Welding-Advanced	3
Total Units		16

This is a Gainful Employment Program

Rationale: Content Review, updating titles.
Effective: Fall 2019

MODIFY CERTIFICATE

SHIELDED METAL ARC WELDING (SMAW) CERTIFICATE

This certificate is designed to train students in the use of Shielded Metal Arc Welding (SMAW) often known as Arc or Stick Welding. Electrode identification, welding symbols, and joint design are stressed. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

Students must complete ALL the REQUIRED COURSES plus pass the SMAW Welding Certification either through the City of San Bernardino or Los Angeles. The practical welding certification test for both cities is administered by SBVC Welding Department.

REQUIRED COURSES:		Units
WELD 012	Oxy-Fuel Welding	2
WELD 045	Shielded Metal Arc Welding-Beginning	3
WELD 046	Shielded Metal Arc Welding-Intermediate	4
WELD 066	Preparation for Los Angeles City Welding Certification-Structural (AWS D1.1)	3
Total Units		12

Students completing all course work but not finishing the SMAW Certification may proceed to the next certificate. In order to be awarded the certificate, both course work and certification must be completed.

Rationale: Content Review, updating titles.
Effective: Fall 2019

MODIFY CERTIFICATE

WELDING INSPECTION TECHNOLOGY CERTIFICATE

This certificate is designed to prepare students for the American Welding Society (AWS) and/or International Code Council (ICC) Welding Inspector examinations.

REQUIRED COURSES:	Units
WELD 010 Introduction to Welding	2
WELD 027 Inspection of Welds: Destructive Testing	3
WELD 028 Inspection of Welds: Non-Destructive Examination	3
WELD 045 Shielded Metal Arc Welding-Beginning	3
WELD 060 Fabrication and Layout-Beginning	4
WELD 065 Welding Inspection Visual-AWS-CWI	4
WELD 067 Structural Steel Special Inspection (ICC)	2
Total Units	21

This is a Gainful Employment Program

Rationale: Content Review, updating titles.
Effective: Fall 2019

MODIFY CERTIFICATE

WELDING TECHNOLOGY CERTIFICATE

This certificate is designed to provide students with an understanding of the terminology, concepts, procedures and skills used in the welding field to equip them with the fundamental skills necessary for entry- and intermediate-level employment as a combination welder.

REQUIRED COURSES:	Units
WELD 010 Introduction to Welding	2
WELD 012 Oxy-Fuel Welding	2
WELD 015 Gas Tungsten Arc Welding-Beginning	3
WELD 016 Gas Tungsten Arc Welding-Intermediate	4
WELD 027 Inspection of Welds: Destructive Testing	3
or	
WELD 028 Inspection of Welds: Non-Destructive Examination	3
WELD 045 Shielded Metal Arc Welding-Beginning	3
WELD 046 Shielded Metal Arc Welding-Intermediate	4
WELD 060 Fabrication and Layout-Beginning	4
WELD 066 Preparation for Los Angeles City Welding Certification-Structural (AWS D1.1)	3
WELD 080 Gas Metal Arc Welding - Beginning	3
WELD 081 Gas Metal Arc Welding-Intermediate	4
WELD 090 Flux Cored Arc Welding-Gas Shielded	4
WELD 091 Flux Cored Arc Welding-Self Shielded	4
TECALC 087 Technical Calculations	4
Total Units	47

This is a Gainful Employment Program

Rationale: Content Review, updating titles.
Effective: Fall 2019

MODIFY DEGREE

INSPECTION TECHNOLOGY ASSOCIATE OF SCIENCE DEGREE

This degree is designed to prepare students for entry-level employment in construction inspection, International Code Council (ICC) certification examinations, and understanding of construction, alteration, or repair of buildings. Students will develop the skills to ensure compliance with building codes and ordinances, zoning regulations, and contract specifications. To graduate with a specialization in Inspection Technology, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

REQUIRED COURSES:	Units
INSPEC 011 Fundamentals of Construction Inspection: Soils and Concrete	3
INSPEC 012 Fundamentals of Construction Inspection: Wood, Steel, Masonry	3
INSPEC 013 Advanced Construction Inspection: International Building Code (IBC)	3
INSPEC 014 Advanced Construction Inspection: National Electrical Code (NEC)	3
INSPEC 015 Advanced Construction Inspection: Uniform Plumbing Code (UPC)	3
INSPEC 016 Advanced Construction Inspection: Uniform Mechanical Code (UMC)	3
INSPEC 017 California State Energy Regulations for Residential Buildings	3
INSPEC 018 California State Energy Regulations for Non-residential Buildings	3
INSPEC 026 Non-Structural Plan Review	3
INSPEC 027 Structural Plan Review	3
INSPEC 028 California Residential Code	3
INSPEC 029 Community Relations for Building Personnel	3
INSPEC 030 Aspects of Building and Safety	3
Total Units	39

Rationale: Updating course IDs and titles.
Effective: Fall 2019

MODIFY DEGREE

WELDING TECHNOLOGY A.S. DEGREE MAJOR

This degree is designed to provide students with an understanding of the terminology, concepts, procedures and skills used in the welding field to equip them with the fundamental skills necessary for entry- and intermediate-level employment as a combination welder. To graduate with a specialization in Welding Technology, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units)

REQUIRED COURSES:	Units
WELD 010 Introduction to Welding	2
WELD 012 Oxy-Fuel Welding	2
WELD 015 Gas Tungsten Arc Welding-Beginning	3
WELD 016 Gas Tungsten Arc Welding-Intermediate	4
WELD 027 Inspection of Welds: Destructive Testing	3
or	
WELD 028 Inspection of Welds: Non-Destructive Examination	3
WELD 045 Shielded Metal Arc Welding-Beginning	3
WELD 046 Shielded Metal Arc Welding-Intermediate	4
WELD 060 Fabrication and Layout-Beginning	4
WELD 066 Preparation for Los Angeles City Welding Certification-Structural (AWS D1.1)	3
WELD 080 Gas Metal Arc Welding - Beginning	3
WELD 081 Gas Metal Arc Welding-Intermediate	4
WELD 090 Flux Cored Arc Welding-Gas Shielded	4
WELD 091 Flux Cored Arc Welding-Self Shielded	4

TECALC 087	Technical Calculations	4
Total Units		47

Rationale: Content Review, updating titles.
Effective: Fall 2019

CORRECTION

PREVENTATIVE MAINTENANCE TECHNICIAN CERTIFICATE

This certificate is designed to prepare students for employment as technicians performing entry-level preventative maintenance and minor repairs. Typical duties include new car preparation, vehicle inspections and assisting master technicians.

Required Courses:	Units
AUTO 050 Automotive Brakes	4
AUTO 052 Automotive Suspension and Steering	4
AUTO 064 Auto/Truck Electrical Systems	4
or	
DIESEL 064 Auto/Truck Electrical Systems	4
AUTO 065 Electrical Systems Diagnosis and Repair	5
AUTO 084 General Automotive Technology	4
Students must choose one of the following:	Units
TECALC 087 Technical Calculations	4
or	
MATH 942 Arithmetic	3
or	
Eligibility for MATH 952 as determined by the SBVC assessment process	0
Total Units	24 - 25

Rationale: The State Chancellor's Office has recommended that we correct units from 21-25 to 24-25.
Previous Board Approval: November 9, 2017
Effective: Fall 2019

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Diana Rodriguez, President, SBVC
Dr. Kevin Horan, President, CHC
Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
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 2018-19 academic year as indicated on the attached.

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 2018-19 academic year. All requirements for employment processing have been completed and Human Resources has cleared the individual(s) for employment.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The cost for employment of adjunct and substitute academic employees is included in the appropriate budget.



Adjunct and Substitute Academic Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.1|2]

Crafton Hills College

	Subject	Discipline per Minimum Qualifications
Estopinal, Ryan	Business	Business
Estopinal, Ryan	Economics	Economics
Jeide, William	Emergency Medical Services	Emergency Medical Services
Natale, Alexander	Physics	Physics
Pelayo, Zuleima	Spanish	Spanish
Seaton, Thomas	Respiratory Care	Respiratory Technician

San Bernardino Valley College

	Subject	Discipline per Minimum Qualifications
Betzler, Amber L.	Sociology	Sociology
Doucette, Eric	Vocational Education	Vocational Education
Doucette, Eric	Work Experience	Work Experience
Kelly, Charles	Work Experience	Work Experience
Kelly, Charles	Vocational Education	Vocational Education
Lozano, Damian	Work Experience	Work Experience
Lozano, Damian	Vocational Education	Vocational Education
Marier, April M.	Human Services	Human Services
Martin, Gregory	Work Experience	Work Experience
Martin, Gregory	Vocational Education	Vocational Education
Okonkwo, Bernadette	Psychiatric Technology	Psychiatric Technology
Raine, Scott	Vocational Education	Vocational Education
Raine, Scott	Work Experience	Work Experience
Scott, John	Work Experience	Work Experience
Scott, John	Vocational Education	Vocational Education
Siddiqui, Noora	Biology	Biology
Smith, Tanya	Student Success Center	Student Success Center
Stolp, Daniel	Vocational Education	Vocational Education



Adjunct and Substitute Academic Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.2|2]

San Bernardino Valley College

	Subject	Discipline per Minimum Qualifications
Stolp, Daniel	Work Experience	Work Experience
Strode, Rebecca	Work Experience	Work Experience
Strode, Rebecca	Vocational Education	Vocational Education
Tarango, Miguel Angel	RTVF	RTVF
Wells, Nisha	Water Supply Technology	Water Supply Technology
Zagd, Khulan	English as Second Language	English as Second Language

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Dr. Kevin Horan, President, CHC
Diana Rodriguez, President, SBVC
Kristina Hannon, Executive Director, Human Resources

DATE: January 10, 2019

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 as indicated on the attached.

OVERVIEW

Approval of non-instructional pay for academic employees per the attached list is being submitted for approval.

ANALYSIS

Non-instructional pay, at a rate of \$52.00 per hour beginning July 1, 2018, is requested on a periodic basis to assist departments with various research, projects, committee work, or events on campus or in the community. Prior to July 1, 2018, the rate of pay for non-instructional work was \$49.00.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The cost of the non-instructional pay is included in the appropriate budget.



Non-Instructional Pay for Academic Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.1|8]

San Bernardino Valley College

	From	To	Not to Exceed		Project
			Hours	Amount	
Batalo, Mandi Instruction Office General Fund	12/17/18	1/11/19	2	\$104.00	Department Chair <i>Ratification: Unforeseen circumstances require department chairs to meet with adjunct faculty, assist with pre-requisite challenges and last minute staffing.</i>
Burns-Peters, Davena Instruction Office General Fund	12/17/18	1/11/19	2	\$104.00	Department Chair <i>Ratification: Unforeseen circumstances require department chairs to meet with adjunct faculty, assist with pre-requisite challenges and last minute staffing.</i>
Dirkson, Lee Student Equity/Program Review General Fund	1/14/19	6/30/19	80	\$4,160.00	Supplemental Instructional
El-Sherif, Tahirah Instruction Office General Fund	1/14/19	6/30/19	158	\$8,216.00	Guided Pathways
Fell, Devon Student Equity/Program Review General Fund	1/14/19	6/30/19	26	\$1,352.00	Supplemental Instructional
Free, Sheela Student Equity/Program Review General Fund	1/14/19	6/30/19	26	\$1,352.00	Supplemental Instructional
Hector, Leticia Instruction Office General Fund	12/17/18	1/11/19	2	\$104.00	Department Chair <i>Ratification: Unforeseen circumstances require department chairs to meet with adjunct faculty, assist with pre-requisite challenges and last minute staffing.</i>
Hector, Leticia Student Equity/Program Review General Fund	1/14/19	6/30/19	10	\$520.00	Supplemental Instructional



Non-Instructional Pay for Academic Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.2]8

San Bernardino Valley College

	From	To	Not to Exceed		Project
			Hours	Amount	
Hunter, Diane Instruction Office General Fund	12/17/18	1/11/19	12	\$624.00	Department Chair <i>Ratification: Unforeseen circumstances require department chairs to meet with adjunct faculty, assist with pre-requisite challenges and last minute staffing.</i>
Jefferson, Kimberly Instruction Office General Fund	12/17/18	1/11/19	2	\$104.00	Department Chair <i>Ratification: Unforeseen circumstances require department chairs to meet with adjunct faculty, assist with pre-requisite challenges and last minute staffing.</i>
Joshua, Judith Student Equity/Program Review General Fund	1/14/19	6/30/19	26	\$1,352.00	Supplemental Instructional
Lee, Dirkson Program Review General Fund	1/14/19	6/30/19	80	\$4,160.00	Supplemental Instructional
Loh Meyers, Susan Student Equity/Program Review General Fund	1/14/19	6/30/19	72	\$3,744.00	Supplemental Instructional
Marrs, Tracy Student Equity/Program Review General Fund	1/14/19	6/30/19	180	\$9,360.00	Supplemental Instructional
Metu, Reginald Instruction Office General General Fund	1/14/19	6/30/19	132	\$6,864.00	Guided Pathways
Notarangelo, Maria Student Equity/Program Review General Fund	1/14/19	6/30/19	90	\$4,680.00	Supplemental Instructional



Non-Instructional Pay for Academic Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.3|8]

San Bernardino Valley College

	From	To	Not to Exceed		Project
			Hours	Amount	
Robles, Matthew Instruction Office General Fund	1/14/18	6/30/19	132	\$6,864.00	Guided Pathways
Scully, Matie Instruction Office General Fund	12/17/18	1/11/19	2	\$104.00	Department Chair <i>Ratification: Unforeseen circumstances require department chairs to meet with adjunct faculty, assist with pre-requisite challenges and last minute staffing.</i>
Smith, Tanya Instruction Office General Fund	1/14/19	6/28/19	552	\$28,704.00	Student Success Center
Sogomonian, Nori Instruction Office General Fund	12/17/18	1/11/19	2	\$104.00	Department Chair <i>Ratification: Unforeseen circumstances require department chairs to meet with adjunct faculty, assist with pre-requisite challenges and last minute staffing.</i>
Wilson, Nancy Student Equity/Program Review General Fund	1/14/19	6/30/19	10	\$520.00	Supplemental Instructional

Crafton Hills College

	From	To	Not to Exceed		Project
			Hours	Amount	
Abad, Jeremy Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Anderson, Jonathan Guided Pathways	7/1/18	12/31/18	40	\$2,080.00	Research and Preparation for AB-705 Instructor Training/ Workshops. Instructor Workshops/ Training. Training English faculty on AB-705 accelerated English



Non-Instructional Pay for Academic Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.4|8]

Crafton Hills College

	From	To	Not to Exceed		Project
			Hours	Amount	
Bartlett, Ryan Guided Pathways	7/1/18	12/31/18	40	\$2,080.00	AB-705 Curriculum alignment and course design. Instructor Workshops/ Training. Training English faculty on AB-705 accelerated English
Blanck, Robert Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Bogh, Debbie Student Success & Support Program (SSSP)	1/11/19	5/24/19	20	\$1,040.00	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Branson, Joanna Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Brown, Robert Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Castillo, Andrew Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Cowles, Randee Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
De La Pena, Susana Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Delmonico, Shana Student Success & Support Program (SSSP)	1/11/19	5/24/19	20	\$1,040.00	Adjunct Counselor, provide counseling, Ed Plan development as dual enrollment for Spring term.
DiPonio, Gwendolyn Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Dobbs, Anne Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training



Non-Instructional Pay for Academic Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.5]8]

Crafton Hills College

	From	To	Not to Exceed		Project
			Hours	Amount	
Escobar, Joshua Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Estus, Steven Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Farley, Diana Student Success & Support Program (SSSP)	1/11/19	5/24/19	20	\$1,040.00	Adjunct Counselor, provide counseling, Ed Plan development as dual enrollment for Spring term.
Firtha, Christie Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Grabow, James Student Success & Support Program (SSSP)	1/11/19	5/24/19	20	\$1,040.00	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Gutierrez, Laura Larsen EOPS	1/14/19	5/24/19	422	\$21,944.00	EOPS Counselor, provide academic, career and personal counseling.
Hamlett, Cynthia Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Harris, Matti Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Hawkins, Damaris J. Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Hawkins, Damaris J. Office of Instruction General Fund	1/10/19	1/10/19	5	\$260.00	Presentation for Part-time Faculty In-Service .
Hayes, Ashley Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training



Non-Instructional Pay for Academic Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.6|8]

Crafton Hills College

	From	To	Not to Exceed		Project
			Hours	Amount	
Henley, Lauren Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Khalaj-Le Coore, Monica Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Koenig, Emilie Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
La Pointe, Stacy Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Lacson, Ronillo Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Lamb, Wendy Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Langenfeld, Elizabeth Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Lee, James Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Lehar, Jade Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Linfield, Leon Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
McAtee, Robert Student Success & Support Program (SSSP)	1/11/19	5/24/19	20	\$1,040.00	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Maule, Jonathan Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training



Non-Instructional Pay for Academic Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.7|8]

Crafton Hills College

	From	To	Not to Exceed		Project
			Hours	Amount	
Menchaca, Patricia Collective Bargaining/District Assembly	1/14/19	5/24/19	126	\$6,552.00	Overload assignment for Vice President of Academic Senate.
Millan, Christopher Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Monteil, Liliana Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Polson, Elizabeth Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Ramos, Sefferino Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Rivera, Ernesto Student Success & Support Program (SSSP)	1/11/19	5/24/19	20	\$1,040.00	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Sibley, Pam Student Success & Support Program (SSSP)	1/11/19	5/24/19	120	\$6,240.00	Adjunct Counselor, provide counseling, Ed Plan development as dual enrollment for Spring term.
Sternard, Evan Student Success & Support Program (SSSP)	1/11/19	5/24/19	20	\$1,040.00	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Stevens, Sara Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Vasquez, Violeta Student Success & Support Program (SSSP)	1/11/19	5/24/19	20	\$1,040.00	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.



Non-Instructional Pay for Academic Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.8|8]

Crafton Hills College

	From	To	Not to Exceed		Project
			Hours	Amount	
Vonk, David Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Walsh, Sherry Student Success & Support Program (SSSP)	1/11/19	5/24/19	20	\$1,040.00	Adjunct Counselor, provide counseling, Ed Plan development as dual enrollment for Spring term.
White-Elliott, Cassandra Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Williams, Carolyn Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Wise, Louise Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	AB-705 Accelerated English Training
Xayaphanthong, Soutsakhone Student Success & Support Program (SSSP)	1/11/19	5/24/19	20	\$1,040.00	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Zepeda, Isidro Guided Pathways	1/10/19	5/24/19	21	\$1,092.00	Corequisite English Training

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Consideration of Approval to Appoint Temporary Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of temporary academic employees per the attached list.

OVERVIEW

The employees on the attached list are submitted for approval.

ANALYSIS

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

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The cost of these appointments is included in the appropriate budget.



Appointment of Temporary Academic Employees Submitted for Board Approval January 10, 2019

[v.12.17.2018.p.1|1]

	From	To	Range & Step	Daily Rate	Fund	Live Scan Clearance
Berube, Melissa Instructor, Biology CHC Biology	1/11/19	6/30/19	TBD*	TBD*	Biology General	On File
Pennimann, Walter Instructor, Nursing, Psych SBVC Nursing	1/14/19	6/30/19	TBD*	TBD*	Nursing General	1/3/17

*Salary placement to be determined upon verification of education and experience.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Consideration of Approval of Granting Sabbatical Leave for the 2019-2020 Academic Year

RECOMMENDATION

It is recommended that the Board of Trustees approve the granting of sabbatical leave for the 2019-2020 academic year per the attached.

OVERVIEW

On October 11, 2018, the Board of Trustees granted two full year sabbatical leaves per campus for the 2019- 2020 academic year.

ANALYSIS

The Sabbatical Leave Committees at each campus met and forwarded their recommendations to District Support Services. The District Sabbatical Leave Committee reviewed the requests and forwarded its recommendation to the Chancellor.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

The cost of this board item is the replacement for the instructor's classes.



Granting Sabbatical Leave for the 2019-2020 Academic Year

Submitted for Board Approval January 10, 2019

[v.12.19.2018.d.2121]

Amy Avelar, SBVC, Spring 2020

The purpose of my sabbatical, if granted, would be to significantly revamp and update the San Bernardino Valley College Chemistry Department's Chemistry 150 (General Chemistry I) Laboratory Manual and to develop a linked Chemistry 150 Instructor's Laboratory Manual. The Chemistry Department has historically provided the laboratory manual to the students, and this has been of aid and service to our students. However, the manual itself has not been formatted or updated in over 15 years. We offer six to seven sections of Chemistry 150 each semester and one section over the summer term. Chemistry 150 feeds into our majors' chemistry courses including Chemistry 151 (General Chemistry II) and Chemistry 212 (Organic Chemistry 1). The lack of an updated manual impacts a large number of students in our department.

This sabbatical project directly coincides with our mission statement, and it will directly impact how we teach our Chemistry 150 laboratories. Updating our laboratory manual and writing an instructor's manual links with our goal of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners." The objectives and skills taught in the laboratory setting will also prepare students for transfer. Most of our chemistry students transfer to a UC or a Cal State four-year institution. As such, I also plan on contacting UCR and CSUSB chemistry departments to see examples of their laboratory manuals used in their general chemistry laboratories.

Kathy Adams, SBVC, Spring 2020

To this point in time, the Child Development Department (CDD) has only offered one section of CD 105-Child Growth and Development, as a fully online class (taught by and adjunct instructor). No other CD courses are offered fully online. The CDD offers our courses taught in a hybrid format for about 6 courses. I propose to take online courses through @One, participate in OEI training, and do research related to teaching fully online courses in CD, in order to structure CD 105- Child Growth and Development, our primary GE area D course, to be offered fully online format through the OEI. Since we currently offer 9-11 sections of the CD 105 course each semester, we could increase the overall FTES by offering more sections and offering them through the OEI. I also plan to do the research to make this class a free or open textbook option course. My project would include using the OEI rubric to help other CD faculty align their courses with the OEI rubric. This aligns with the SBVC mission statement which is to "maintain a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners." It also aligns with the value of SBVC, that "we must provide students with access to the resources, services, and technological tools that will enable them to achieve their educational goals." By providing a rigorous and excellent course, following the OEI rubric, we would also be living up to the value "that we must maintain a current, meaningful and challenging curriculum."



Granting Sabbatical Leave for the 2019-2020 Academic Year

Submitted for Board Approval January 10, 2019

[v. 12.19.2018, p.3|21]

Richard Hughes, CHC, Spring 2020

I wish to apply for a one-semester sabbatical in order to develop new materials for all lectures and laboratories, as well as new field classes and sites for the geoscience program. Several years ago, my laboratory was moved to a new building, and as part of the process of the move, my lab tech and I discovered the immense amount of resources we already have in our possession that could be utilized in our labs. It is my hope to develop and expand on the laboratory exercises offered presently to include and better utilize our resources within the department. These resources include a vast map collection, rocks and minerals, globes, and field equipment, such as compasses and GPS units, many of which are being used now. With respect to the lecture, I wish to develop a database of learning videos that can be utilized in conjunction with lecture materials already in use. These videos can be used as part of lecture, or could be posted online in a program like Canvas for the students to review as part of their study. Finally, with respect to the field classes, I wish to develop the curriculum for a set of summer field classes that can be offered in alternate years to the northern Sierras field classes. I have done preliminary studies in the western Transverse Ranges and Yosemite Valleys. However, these classes would require further research and development of the curriculum.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Diana Rodriguez, President, SBVC
Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Consideration of Approval to Pay Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve the payment of stipends per the attached list.

OVERVIEW

The stipends listed on the attachment are submitted for approval.

ANALYSIS

Stipends are based on the agreement between SBCCD and the SBCCD Chapter CTA/NEA.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The payment of stipends is included in the appropriate budgets.



Payment of Stipends

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.1|2]

Faculty Chair – 2018-19 Academic Year

	Site & Department	Stipend
Aguilar-Kitibutr, Ailsa	SBVC Counseling <i>Ratification: This item is being ratified to reflect the stipend amount of \$1,040.00. The stipend is for non-instructional hours required to perform Department Chair duties for the Counseling Department from December 17-21, 2018, not to exceed 20 hours at \$52.00 per hour.</i>	\$1,040
Avelar, Amy	SBVC Chemistry <i>Amendment: This item was previously approved at the June 21, 2018 board meeting. Due to resignation of previous department chair, Sheri Lillard, this item is being amended for new faculty chair.</i>	\$8,000
Evans-Perry, Virginia	SBVC Library <i>Amendment: This item was previously approved at the June 21, 2018 board meeting. Due to resignation of previous department chair, Celia Huston, this item is being amended for new faculty chair.</i>	\$5,000
Vasquez, Tatiana	SBVC Biology <i>Ratification: This item being ratified due to hours worked submitted by faculty after the work was completed. Work was done during July and August 2018.</i>	\$1,456

Assistant Coach – Fall 2018

	Site & Department	Stipend
Catt, Kyle	SBVC Athletics/Football	\$3,000
Crone, Aaron	SBVC Athletics/Football	\$2,000 \$5,000

Amendment: This item was previously approved at the November 8, 2018 board and is now being amended to increase the stipend from \$2,000 to \$5,000. Due to the resignation of Kyle Catt, Aaron Crone will receive entire stipend.

Other Stipends – Fall 2018*

	Site & Department	Stipend
Caughman, Rick	SBVC Art	\$1,500
Cuny, Lucas	SBVC RTVF	\$1,500



Payment of Stipends

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.2|2]

Other Stipends – Fall 2018*

	Site & Department	Stipend
Gergis, Nader	SBVC Art	\$1,500
Trehella, Donna	SBVC RTVF	\$1,500

**Ratification: Request for ratification due to grant, Project-Based Learning-Workshops, information from CSUSB received late to qualify for board approval in advance.*

Other Stipends – Spring 2019

	Site & Department	Stipend
Caughman, Rick	SBVC Art	\$2,500
Cuny, Lucas	SBVC RTVF	\$2,500
Gergis, Nader	SBVC Art	\$2,500

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Diana Rodriguez, President, SBVC
Dr. Kevin Horan, President, CHC
Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Consideration of Approval of District Volunteers

RECOMMENDATION

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

OVERVIEW

The individuals on the attached list have volunteered their services and acknowledged 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.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.



District Volunteers

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.1|2]

	Site	Assignment	From	To
Aguirre, Eric	SBVC	First Year Experience	1/17/19	6/30/19
Alamillo, Annabelle	SBVC	First Year Experience	1/17/19	6/30/19
Anderson, Nathan	SBVC	First Year Experience	1/17/19	6/30/19
Anstine, Kaylee	SBVC	First Year Experience	1/17/19	6/30/19
Arreola, Jovana	SBVC	First Year Experience	1/17/19	6/30/19
Bernabe, Jennifer	SBVC	First Year Experience	1/17/19	6/30/19
Botello, Mariah	SBVC	First Year Experience	1/17/19	6/30/19
Cabral, Carlos	SBVC	First Year Experience	1/17/19	6/30/19
Canizal Briana	SBVC	First Year Experience	1/17/19	6/30/19
Cardinel, Amaya	SBVC	First Year Experience	1/17/19	6/30/19
Carpenteria, Michael	SBVC	Athletics	1/11/19	6/30/19
Castellanos, Fernando	SBVC	First Year Experience	1/17/19	6/30/19
Castro, Indra	SBVC	First Year Experience	1/17/19	6/30/19
Cervantes, Fausto	SBVC	First Year Experience	1/17/19	6/30/19
Chavarria, Martin	SBVC	First Year Experience	1/17/19	6/30/19
Cole, Mikal	SBVC	First Year Experience	1/17/19	6/30/19
Davidson, Kevin	SBVC	Athletics	1/11/19	6/30/19
Davis, Patrick	SBVC	First Year Experience	1/17/19	6/30/19
Flores, Bianca	SBVC	First Year Experience	1/17/19	6/30/19
Freeman, Kenneth	SBVC	First Year Experience	1/17/19	6/30/19
Garcia, Gabrielle	SBVC	First Year Experience	1/17/19	6/30/19
Greenwood, Constance	SBVC	Student Health Services	1/14/19	6/30/19
Gutierrez, Carolina	SBVC	First Year Experience	1/17/19	6/30/19
Guzman, Karina	SBVC	First Year Experience	1/17/19	6/30/19
Hurtado, Vivian	SBVC	Student Health Services	1/14/19	6/30/19
Ingram, Kai	SBVC	First Year Experience	1/17/19	6/30/19
Jensen, Noelle	SBVC	First Year Experience	1/17/19	6/30/19
Jensen, Skyler	SBVC	First Year Experience	1/17/19	6/30/19
Leon, Anthony	SBVC	First Year Experience	1/17/19	6/30/19



District Volunteers

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.2][2]

	Site	Assignment	From	To
Lira, Marcelina	SBVC	First Year Experience	1/17/19	6/30/19
Lopez, Erika	SBVC	First Year Experience	1/17/19	6/30/19
Mancia, Alejandra	SBVC	First Year Experience	1/17/19	6/30/19
Mares, Samantha	SBVC	First Year Experience	1/17/19	6/30/19
Marshall, Michaela	SBVC	First Year Experience	1/17/19	6/30/19
Martinezm Rosa	SBVC	First Year Experience	1/17/19	6/30/19
Mejurado, Dayanna	SBVC	First Year Experience	1/17/19	6/30/19
Merino, Karla	SBVC	First Year Experience	1/17/19	6/30/19
Millan, Humberto	SBVC	First Year Experience	1/17/19	6/30/19
Morales, Jesse	SBVC	First Year Experience	1/17/19	6/30/19
Moreno, Maricela	SBVC	First Year Experience	1/17/19	6/30/19
Mulbrough, Heaven	SBVC	First Year Experience	1/17/19	6/30/19
Munoz, Araceli	SBVC	First Year Experience	1/17/19	6/30/19
Nard, Tiffany	SBVC	First Year Experience	1/17/19	6/30/19
Quintanilla, Lixi	SBVC	First Year Experience	1/17/19	6/30/19
Rico, Jocelyn	SBVC	First Year Experience	1/17/19	6/30/19
Rodriguez, Brisa	SBVC	First Year Experience	1/17/19	6/30/19
Salazar, Yamilet	SBVC	First Year Experience	1/17/19	6/30/19
Samosir, Imelda	SBVC	First Year Experience	1/17/19	6/30/19
Sanchez, Lily	SBVC	First Year Experience	1/17/19	6/30/19
Soberanis, Angelica	SBVC	First Year Experience	1/17/19	6/30/19
Soto, Araceli	SBVC	First Year Experience	1/17/19	6/30/19
Vargas, Gabriela	SBVC	First Year Experience	1/17/19	6/30/19
Vasquez, Samantha	SBVC	First Year Experience	1/17/19	6/30/19
Veliz, Gustavo	SBVC	First Year Experience	1/17/19	6/30/19
Villonueva, Romana	SBVC	First Year Experience	1/17/19	6/30/19
Salinas, Joel	CHC	DSPS	1/11/19	6/30/19

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Consideration of Approval of Employee Promotions

RECOMMENDATION

It is recommended that the Board of Trustees approve the promotion of SBCCD employees as indicated on the attached list.

OVERVIEW

The promotion of employees on the attached list is submitted for approval.

ANALYSIS

These employees have gone through the recruitment process and are being recommended for promotion.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The cost of these promotions is included in the appropriate budget.



Employee Promotions

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.1|1]

	From	To	Annual Salary	Schedule Range Step	New/ Replacing	Fund	Effective Date
Levesque, Robert	Director, Work Force Development	Executive Director, Work Force Development	\$165,835.13	Management 23F	New	Strong Work Force	1/10/19

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Kristina Hannon, Executive Director, Human Resources

DATE: January 10, 2019

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

RECOMMENDATION

It is recommended that the Board of Trustees ratify the employment of Professional Expert, Short-Term, and Substitute Employees as indicated on the attached list.

OVERVIEW

Per SBCCD Administrative Procedure 7110, in the case of short-term hourly/substitute and student employees, the Board has delegated the Chancellor or his/her designee as the authorizing agent for hire. The attached list of Professional Expert, Short-Term, and Substitute Employees 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, which 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.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The cost of employment for these employees is included in the appropriate budget



Professional Expert, Short-Term & Substitute Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.1|11]

Professional Expert

	Duties	From	To	Hourly Rate
Nguyen, Phong CHC Emergency Medical Services	Medical Director	1/2/19	6/30/19	\$3,500.00/ semester
Apodaca, Kylie CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Benfield, David CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Collins Jr., Thomas CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Corbett, Shawn CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Gaddy, Duran CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Groff, Nathan CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Groff, Nicholas CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Hesterly, Allison CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Horton, Michael CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Janssen, Joshua CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Kearney, Matthew CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Ketcherside, David CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Lagace, Paul CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Martinez, Richard CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Nunez, Crispin CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Ortiz, Francisco CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Ramos, Jesus CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Raney, Brett CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Solometo, Richard CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00
Timboe, Robert CHC Fire Technology Department	Fire Academy Instructor	1/11/19	6/30/19	\$45.00



Professional Expert, Short-Term & Substitute Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.2|11]

Professional Expert

	Duties	From	To	Hourly Rate
Groff, Rick CHC Fire Technology Department	Fire Operations Specialist	1/11/19	6/30/19	\$55.00
Cisneros, Cory CHC Fire Technology Department	State Fire Training Instructor	1/11/19	6/30/19	\$55.00
Commander, John CHC Fire Technology Department	State Fire Training Instructor	1/11/19	6/30/19	\$55.00
De Boer, Frank CHC Fire Technology Department	State Fire Training Instructor	1/11/19	6/30/19	\$55.00
Kelsheimer, Jeff CHC Fire Technology Department	State Fire Training Instructor	1/11/19	6/30/19	\$55.00
Konrad, Josef CHC Fire Technology Department	State Fire Training Instructor	1/11/19	6/30/19	\$55.00
Nafzgar, Daniel CHC Fire Technology Department	State Fire Training Instructor	1/11/19	6/30/19	\$55.00
Page, Tony CHC Fire Technology Department	State Fire Training Instructor	1/11/19	6/30/19	\$55.00
Tovar II, Ralph CHC Fire Technology Department	State Fire Training Instructor	1/11/19	6/30/19	\$55.00
Valdez, Travis CHC Fire Technology Department	State Fire Training Instructor	1/11/19	6/30/19	\$55.00
Boyd, Lindsey CHC Marketing & Public Relations	Content Specialist	1/2/19	6/30/19	\$20.00
Mekbib, Hawariawe CHC Marketing & Public Relations	Content Specialist	1/2/19	6/30/19	\$25.00
Hoyt, Laura CHC Marketing & Public Relations	Program Assistant	1/2/19	6/30/19	\$20.00
Paul, Morgan CHC Marketing & Public Relations	Program Assistant	1/2/19	6/30/19	\$20.00
Fry, Stanley CHC Marketing & Public Relations	Staff Writer/ Photographer	1/2/19	6/30/19	\$20.00
Hernandez, Kristina CHC Marketing & Public Relations	Staff Writer/ Photographer	1/2/19	6/30/19	\$20.00
Aguilar, Edward CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Arias, Jose CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Cardenas, Christopher CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00



Professional Expert, Short-Term & Substitute Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.3|11]

Professional Expert

	Duties	From	To	Hourly Rate
Commander, John CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Curlowicz, John CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Flores, Terence CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Fuller, Brent CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Garcia, Nathaniel CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Gonerig, Kyle CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Grounds, John CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Hayes, Eve CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Jeide, William CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Kelly, Claire CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Kibbey, Bryttany CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Miller, Cameron CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Moledor, Kevin CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Moore, Steven CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00



Professional Expert, Short-Term & Substitute Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.4|11]

Professional Expert

	Duties	From	To	Hourly Rate
Nguyen, Phong CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Odebralski, Tim CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Patchen, Dustin CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Saenz, Heather CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Schulz, Kathleen CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Seek, Gabriel CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Taylor, Travis CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Toering, Noelle CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Vasquez, Henry CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Verosik, Eileen CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Williams, Bradford CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
Yamamoto, Yoshi CHC Public Safety & Emergency Services	Lab Instructor/ Primary Instructor/ EMS Specialist	1/2/19	6/30/19	\$20.00/ \$25.00/ \$30.00
LaCroix, Jason CHC Tutoring Center	Tutor I	1/7/19	6/30/19	\$12.00
Layton, Krystalyn CHC Tutoring Center	Tutor I	1/7/19	6/30/19	\$12.00
Tejeda Martinez, Juan CHC Tutoring Center	Tutor I	1/7/19	6/30/19	\$12.00



Professional Expert, Short-Term & Substitute Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.5|11]

Professional Expert

	Duties	From	To	Hourly Rate
Krupka, Kimberly CHC Tutoring Center	Tutor I *position change	1/7/19	6/30/19	\$12.00 *decrease in pay
Bickel, Daniel CHC Tutoring Center	Tutor II	1/2/19	6/30/19	\$13.50
Sicard, Nathaniel CHC Tutoring Center	Tutor II	1/2/19	6/30/19	\$13.50
Hillard, Roger DIST EDCT	Workforce Development/ PDC Trainer	1/1/19	6/30/19	\$70.00* rate increase
Pelayo, Edgar SBVC Applied Technology, Transportation & Culinary Arts Division/Automotive Collision	Program Assistant	1/2/19	6/30/19	\$20.00
Russell, Jeffrey SBVC Applied Technology, Transportation & Culinary Arts Division/Automotive Collision	Program Assistant	1/2/19	6/30/19	\$20.00
Cruz, Jose Michael SBVC Applied Technology, Transportation & Culinary Arts Division/Automotive Collision	Tutor III	1/2/19	6/30/19	\$15.50
Avalos Uribe, Luis SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Bagheri, Mahdi SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Castro, Nallely SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Curiel, Yuriko SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Daneshvar, Parisa SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Dunmire, Benjamin SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Gills, Sheria SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Hannalla, Peter SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50



Professional Expert, Short-Term & Substitute Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018,p.6|11]

Professional Expert

	Duties	From	To	Hourly Rate
Hanson, Steven SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Hunt, Ezra SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Majia, Rosemary SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Martinez, Marvin SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Mendoza-Llamas, Vanessa SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Montanez, Thomas SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Osorio, Laura SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Patel, Tushar SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Rivera, Jorge SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Ruiz, Xavier SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Safar, Mirel SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Sidney, Kyra SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Smith, Michelle SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50
Williams, Jacob SBVC Arts & Humanities: Supplemental Instruction	Tutor II	1/14/19	5/23/19	\$13.50



Professional Expert, Short-Term & Substitute Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018,p.7|11]

Professional Expert

	Duties	From	To	Hourly Rate
O'Donnell, Shannon SBVC Disabled Student Programs &	Interpreting/ Transliterating Level II	11/11/19	6/30/19	\$21.00
Cochran, Dylan SBVC Disabled Student Programs &	Interpreting/ Transliterating Level III	11/11/19	6/30/19	\$24.00
Alhoch, Bashar SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Bautista, Patrick SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Coopriider, Rosemary SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Dalzell, Victoria SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Dudley, Irris SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Harper, Patricia SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Henry, Lisa SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Hernandez, Ruben SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Hill, Shirley SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Hunter, Jessica SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
McDowell, Linda SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Pasillas, Faith SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Serrano, Cynthia SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Strong, Patrick SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Tyus, Leah SBVC English	Tutor III	1/14/19	6/30/19	\$15.50
Isa, Terrell SBVC Marketing & Public Relations	Content Specialist	1/2/19	5/25/19	\$20.00
Wolfe, Taylor Michael SBVC Marketing & Public Relations	Content Specialist	1/2/19	5/25/19	\$30.00
Higgins, MaryJean SBVC Police Academics/Criminal Justice	Police Tactical Officer/RTO Police Science Facilitator/ Evaluator	12/8/18	12/31/18	\$35.00/ \$50.00



Professional Expert, Short-Term & Substitute Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.8|11]

Professional Expert

	Duties	From	To	Hourly Rate
De Leon, Nicholas SBVC STAR Program /TRIO	Tutor III	1/14/19	5/24/19	\$15.50
Haddad, Timothaus SBVC STAR Program /TRIO	Tutor III	1/14/19	5/24/19	\$15.50
Newsom, Helen SBVC Student Health	Nurse Practitioner III	1/14/19	6/30/19	\$65.00
Chavez, Natalie SBVC Student Health	Post Masters Counseling Associate II	1/14/19	6/30/19	\$30.00
Loera, Andrew SBVC Student Health	Post Masters Counseling Associate II	1/14/19	6/30/19	\$30.00
Gravesande, Cadisha SBVC Student Health	Post Masters Counseling Associate III	1/14/19	6/30/19	\$35.00
Lamb, Chelsea SBVC Student Health	Post Masters Counseling Associate III	1/14/19	6/30/19	\$35.00
Moody, Joshua SBVC Student Success Center	Tutor I	1/2/19	6/29/19	\$12.00
Wageha, Rabie SBVC Student Success Center	Tutor I	1/2/19	6/29/19	\$12.00

Short-Term

	Duties	From	To	Hourly Rate
Arnott, Wendy CHC Art Department	Model, Undraped	1/2/19	6/30/19	\$16.00
Blackford, Robert CHC Art Department	Model, Undraped	1/2/19	6/30/19	\$16.00
Jablonski-Deniger, Paige CHC Art Department	Model, Undraped	1/2/19	6/30/19	\$16.00
Martin, David CHC Art Department	Model, Undraped	1/2/19	6/30/19	\$16.00
Porsona, Willem CHC Counseling & Matriculation	Project Assistant III	1/2/19	6/30/19	\$15.50
Loreto, Yesenia SBVC Counseling & Matriculation	Project Assistant I	1/3/19	6/30/19	\$12.00
Quintero, Alejandra SBVC Counseling & Matriculation	Project Assistant I	1/3/19	6/30/19	\$12.00
Ramirez, Jesse SBVC Counseling & Matriculation	Project Assistant I	1/3/19	6/30/19	\$12.00
Grant, Shaneikah SBVC Counseling & Matriculation	Project Assistant III	1/3/19	6/30/19	\$15.50



Professional Expert, Short-Term & Substitute Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018,p.9|11]

Substitute

	Duties	From	To	Hourly Rate
Escamilla, Micah CHC DSPS <i>Vacancy: On call vacancy in active recruitment/sick/vacation coverage.</i>	Student Services Tech II	12/9/18	12/14/18	\$22.46
Liu, Sam CHC Library <i>New: On call vacancy in active recruitment/sick/vacation coverage.</i>	Library Tech II	1/10/19	11/26/18	\$22.46
Macias, Jessica CHC Library <i>New: On call/sick/vacation coverage/vacancies in recruitment.</i>	Library Tech II	12/6/18	1/6/18	\$22.46
Buckley, Jodi CHC OIERP <i>Extension: On call/sick/vacation coverage.</i>	Research Analyst	11/14/18	1/24/19	\$36.82
Buckley, Jodi CHC OIERP <i>Extension: On call/sick/vacation coverage.</i>	Research Analyst	1/25/19	3/25/19	\$36.82
Harwood-Modrak, Shaina CHC Resource Development <i>VAC: On call vacancy in active recruitment/sick/vacation coverage.</i>	Account Clerk II	12/8/18	2/8/18	\$20.35
Saecho, Tseng CHC SINS <i>Extension: On call/sick/vacation coverage.</i>	Laboratory Tech, Physics	9/29/18	10/15/18	\$24.79
McCord, Rose DIST Accounts Payable <i>Extension: Vacancy in recruitment</i>	Account Clerk II	12/14/18	2/12/19	\$20.35
Goodner, Jessica DIST Human Resources <i>New: Vacancy in recruitment</i>	Human Resources Coordinator	12/14/18	2/11/19	\$24.52
Chow, Michelle SBVC CBO <i>Extension: Vacancy in recruitment</i>	Account Clerk I	1/2/19	2/28/19	\$18.44
Bernasconi, Anna SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	11/10/18	12/24/18	\$18.90
Bernasconi, Anna SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	1/2/19	2/28/19	\$18.90



Professional Expert, Short-Term & Substitute Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.10|11]

Substitute

	Duties	From	To	Hourly Rate
Bravo, Donna SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	12/8/18	12/24/18	\$18.90
Bravo, Donna SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	1/2/19	2/28/19	\$18.90
Gonzalez, Natalie SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	1/2/19	2/28/19	\$18.90
Gutierrez, Luis SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	1/2/19	2/28/19	\$18.90
Hasson, Eugene SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	1/2/19	2/28/19	\$18.90
Huerta, Maria SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	1/2/19	2/28/19	\$18.90
Menendez, Dinora SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	10/29/18	12/24/18	\$17.90
Menendez, Dinora SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	1/2/19	2/28/19	\$18.90
Rendon, Marlies SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	1/2/19	2/28/19	\$18.90
Rocha Garcia, Cindi SBVC Custodial <i>Extension: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	1/2/19	2/28/19	\$18.90
Serranto, Michelle SBVC Custodial <i>New: On call/sick/vacation coverage/vacancies in recruitment.</i>	Custodian I	12/3/18	12/24/18	\$18.90



Professional Expert, Short-Term & Substitute Employees

Submitted for Board Approval January 10, 2019

[v.12.19.2018,p.11|11]

Substitute

	Duties	From	To	Hourly Rate
Hautreux, Luis SBVC Grounds <i>Extension: On call/sick/vacation coverage.</i>	Grounds Caretaker	10/29/18	12/24/18	\$18.90
Hautreux, Luis SBVC Grounds <i>Extension: On call/sick/vacation coverage.</i>	Grounds Caretaker	1/2/19	2/28/19	\$18.90
Martinez, Jamie SBVC Kinesiology <i>Extension: On call/sick/vacation coverage.</i>	Athletic Trainer	2/3/19	4/3/19	\$27.39

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Kristina Hannon, Executive Director, Human Resources

DATE: January 19, 2019

SUBJECT: Consideration of Approval of Management Tuition Reimbursement

RECOMMENDATION

It is recommended that the Board of Trustees approve tuition reimbursement for Angel Rodriguez to pursue a Master of Education degree from the University of California, Riverside.

OVERVIEW

Angel Rodriguez, District Director, Marketing, Public Affairs & Government Relations, is requesting tuition reimbursement to pursue a Master of Education degree from the University of California, Riverside.

ANALYSIS

This request is in compliance with Administrative Procedure 7260 which allows that Classified Supervisors shall be eligible for tuition cost reimbursement from an accredited institution and that all courses for which a manager is seeking reimbursement be approved by the Board of Trustees.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, And Excellence

FINANCIAL IMPLICATIONS

The cost of this reimbursement will be covered by the General Fund.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Consideration of Approval to Accept Employee Resignations

RECOMMENDATION

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

OVERVIEW

The resignation of employees on the attached list is being submitted for acceptance.

ANALYSIS

The resignation correspondence has been received by Human Resources.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.



Resignations

Submitted for Board Approval January 10, 2019

[v.12.17.2018.p.1|1]

	Length of Service	Last Date of Employment
Soler, Ariackna Senior Student Services Technician CHC EOPS	1.6 years	11/30/18

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Consideration of Approval to Accept Employee Retirements

RECOMMENDATION

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

OVERVIEW

The retirement of employees on the attached list is being submitted for acceptance.

ANALYSIS

The retirement correspondence has been received by Human Resources.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.



Retirements

Submitted for Board Approval January 10, 2019

[v.12.19.2018.p.1|1]

	Years of Service	Last Date of Employment
Parra, Rosemarie Secretary II DIST TESS	38.9	12/31/18

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Consideration of Approval to Appoint District Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve appointment of the employees on the attached list and, as necessary, approve the corresponding employment contracts as well.

OVERVIEW

The employees on the attached list are submitted for approval.

ANALYSIS

All requirements in the employment process have been or will be completed. Employees will not commence work until all requirements are met.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The cost of employment for these employees is included in the appropriate budget.



Appointment of District Employees

Submitted for Board Approval January 10, 2019

[v.12.18.2018.p.1|1]

	Start Date	Salary Schedule, Range & Step	Salary	New or Replacing	Fund	Live Scan Clearance
Trusheim, Deborah Instructor, Nursing Medical/Surgical SBVC Nursing	1/14/19	Academic D8	\$416.65/day	Belinda Lowry	Nursing	2/24/18
Graham, Danielle Instructor, Psychology SBVC Psychology	1/11/19	Academic TBD*	TBD*	Amy Jennings	Psychology	TBD [†]

[†]Live Scan clearance pending; employee will not start without clearance.

*Salary placement to be determined upon verification of education and experience.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Consideration of Approval to Appoint Interim Managers

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

All requirements in the employment process have been or will be completed. Employees will not commence work until all requirements are met.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The cost of employment for these employees is included in the appropriate budget.



Appointment of Interim Managers

Submitted for Board Approval January 10, 2019

[v.12.17.2018.p.1|1]

	Effective Dates	Range & Step	Annual Salary	New or Replacing	Fund	Live Scan Clearance
Sosa, Giovanni Interim Dean, Research Planning & Institutional Effectiveness CHC Research & Planning	1/2/19 to 6/30/19	19B	\$120,783.13	Keith Wurtz	Planning & Research General Fund	10/12/2018

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Consideration of Approval to Place Classified Employees on the 39-Month Reemployment List

RECOMMENDATION

It is recommended that the Board of Trustees approve the placement of classified employees on the 39-Month Reemployment List as indicated on the attached.

ANALYSIS

The employees listed on the attached have exhausted all available leaves of absence in accordance with CSEA/SBCCD Agreement Article 14.5.4. Therefore, it is necessary to place them on the 39-month reemployment list.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.



Placement of Classified Employees on the 39-Month Reemployment List

Submitted for Board Approval January 10, 2019

[v.12.17.2018.p.1|1]

	Effective Date
Thomas Cole College Security Officer DIST Police	02/14/2019

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: January 10, 2019
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, 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.

INSTITUTIONAL VALUES

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 1/10/2019

Contract Type

Firm

Purpose and Information

Department / Location

Amount

Professional Services

Public Economics, Inc.

(13874) Consulting services in financial, economic, facilities and/or administrative matters pertaining to District interaction with area redevelopment agencies; this is to approve Amendment 02 - extend term end date and increase in scope of work to include technical support for SBCCD as District appointee to county-wide oversight board, increase cost by \$10,000
Term: 7/1/2016 - 6/30/2019
Funding Source: Capital Outlay

Fiscal Services/SBCCD

\$39,000.00

SubTotal for Professional Services: 1

Grand Total Contracts for Board Date 1/10/2019: 1

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: January 10, 2019
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 issued between the dates of 11/15/18 – 12/12/18 are attached for approval, except those approved through the contract agenda items. Purchase Orders are detailed by number, vendor and amount.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2018/2019 budgets.

Purchase Order Report
January 10, 2019

PO#	Vendor Name	Amount
1902828	CONFERENCE	440.00
1902835	US BANK CORPORATE PMT SYSTEMS	1,000.00
1902836	CONFERENCE	317.82
1902848	SBVC FOOD SERVICES	450.00
1902853	PHARMEDIX	500.00
1902856	P & R PAPER	173.39
1902857	CONFERENCE	1,389.00
1902860	EXTRON ELECTRONICS	299.00
1902863	CONFERENCE	839.90
1902864	CONFERENCE	221.62
1902866	CONFERENCE	401.58
1902868	FRONTIER COMMUNICATIONS	444.00
1902870	COSTCO	120.00
1902872	US BANK CORPORATE PMT SYSTEMS	31.25
1902873	US BANK CORPORATE PMT SYSTEMS	60.00
1902875	US BANK CORPORATE PMT SYSTEMS	45.69
1902876	US BANK CORPORATE PMT SYSTEMS	29.97
1902882	CONFERENCE	500.00
1902883	ALFREDO'S ITALIAN KITCHEN	240.65
1902886	SBVC FOOD SERVICES	250.00
1902894	HIGHLAND AREA CHAMBER OF COMMERCE	126.62
1902895	CONFERENCE	1,150.00
1902896	CONFERENCE	703.90
1902897	AMERICAN ASSOCIATION OF COMMUNITY COLLEGES	950.00
1902898	DELL COMPUTER COMPANY	46,902.94
1902899	VWR INTERNATIONAL LLC	421.08
1902900	AMERICAN ASSOCIATION OF COMMUNITY COLLEGES	950.00
1902903	FISHER SCIENTIFIC LLC	1,071.82
1902904	FISHER SCIENTIFIC LLC	2,998.70
1902907	STAPLES BUSINESS ADVANTAGE	64.59
1902910	US BANK CORPORATE PMT SYSTEMS	3.24
1902911	US BANK CORPORATE PMT SYSTEMS	219.00
1902913	US BANK CORPORATE PMT SYSTEMS	179.90
1902914	CUMMINS INC	5,543.17
1902920	THOMAS, KAREN	32.44
1902923	CONFERENCE	553.00
1902924	CONFERENCE	553.00
1902925	CONFERENCE	553.00
1902926	CONFERENCE	553.00
1902927	CONFERENCE	553.00
1902928	US BANK CORPORATE PMT SYSTEMS	553.00
1902929	US BANK CORPORATE PMT SYSTEMS	955.00
1902932	US BANK CORPORATE PMT SYSTEMS	2,059.10
1902937	CALIFORNIA COUNCIL FOR ADULT EDUCATION	1,250.00
1902938	CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	2,269.15

Purchase Order Report
January 10, 2019

PO#	Vendor Name	Amount
1902940	CONFERENCE	2,138.59
1902945	US BANK CORPORATE PMT SYSTEMS	431.00
1902946	DELL COMPUTER COMPANY	41,175.85
1902948	US BANK CORPORATE PMT SYSTEMS	50.00
1902949	SBVC FOOD SERVICES	100.00
1902951	ONTARIO T INC	53,336.25
1902952	COSTCO	505.31
1902956	STAPLES BUSINESS ADVANTAGE	66.07
1902960	BPS TACTICAL INC	958.98
1902961	RIVERSIDE, COUNTY OF	230.00
1902962	L N CURTIS & SONS	3,539.59
1902964	PEACEKEEPER PRODUCTS INTL	683.93
1902965	SBVC FOOD SERVICES	45.26
1902969	CONFERENCE	169.95
1902973	CONFERENCE	209.26
1902978	CONFERENCE	169.95
1902979	CONFERENCE	1,800.00
1902980	US BANK CORPORATE PMT SYSTEMS	242.00
1902982	CONFERENCE	1,100.00
1902983	SBVC FOOD SERVICES	450.00
1902985	CONFERENCE	2,970.60
1902986	CDW LLC	11,341.20
1902989	CONFERENCE	259.20
1902990	CONFERENCE	237.60
1902992	CONFERENCE	126.44
1902994	STATER BROS MARKETS	500.00
1903000	TRI-ANIM HEALTH SERVICES	1,389.86
1903002	SBVC CLUBS 4015	200.00
1903003	CONFERENCE	679.00
1903004	CONFERENCE	679.00
1903007	ALL IN ONE POSTER COMPANY INC	1,102.31
1903008	US BANK CORPORATE PMT SYSTEMS	350.00
1903009	US BANK CORPORATE PMT SYSTEMS	2,355.00
1903011	FOLLETT HIGHER EDUCATION GROUP INC	9,895.00
1903015	STAPLES BUSINESS ADVANTAGE	230.56
1903017	MORALES, BRENDA	500.00
1903018	MILLER, KIMBERLY	500.00
1903019	TENORIO, JOHN	500.00
1903023	GENUINE AUTO PARTS	7,036.42
1903025	CONFERENCE	113.36
1903026	TEC EQUIPMENT COMPANY	475.03
1903028	AVOTEK	5,256.00
1903030	SHAMROCK FOODS COMPANY	27,500.00
1903032	QUICK CAPTION INC	12,930.00
1903034	CONFERENCE	522.00

Purchase Order Report
January 10, 2019

PO#	Vendor Name	Amount
1903035	CONFERENCE	289.50
1903036	CONFERENCE	558.00
1903037	CONFERENCE	271.81
1903041	CONFERENCE	999.00
1903042	CONFERENCE	999.00
1903043	STATER BROS MARKETS	200.00
1903045	HEALTH CARE LOGISTICS	1,210.03
1903051	STATER BROS MARKETS	53.88
1903052	FULL SPECTRUM LASER	5,225.88
1903054	US BANK CORPORATE PMT SYSTEMS	380.00
1903055	US BANK CORPORATE PMT SYSTEMS	380.00
1903056	BEST BUY	1,070.24
1903057	DISH FACTORY INC, THE	4,349.87
1903059	CDW LLC	645.82
1903061	DELL COMPUTER COMPANY	18,985.15
1903062	TROXELL COMMUNICATIONS INC	5,265.74
1903064	TROXELL COMMUNICATIONS INC	8,156.68
1903066	CONFERENCE	289.50
1903070	CONFERENCE	495.00
1903079	STAPLES BUSINESS ADVANTAGE	295.94
1903083	HEALTH SERVICES ASSOCIATION CALIFORNIA COMMUNITY COLLEGES	425.00
1903085	HONORS TRANSFER COUNCIL OF CA, THE	120.00
1903087	US BANK CORPORATE PMT SYSTEMS	40.46
1903091	POCKET NURSE	8,312.54
1903092	SALCIDO, RICHARDO	50.00
1903093	GENUINE AUTO PARTS	269.36
1903095	DELL COMPUTER COMPANY	40,991.87
1903096	MARTINEZ, CAROLINE	50.00
1903097	STATER BROS MARKETS	125.00
1903099	PANERA BREAD LLC	404.71
1903100	AUDIO VISUAL INNOVATIONS, INC	9,297.38
1903101	TROXELL COMMUNICATIONS INC	7,374.41
1903106	US BANK CORPORATE PMT SYSTEMS	999.00
1903107	AMERICA'S XPRESS RENT A CAR	600.00
1903111	MEDLINE INDUSTRIES INC	352.86
1903112	ULINE	286.71
1903113	PHILIPS HEALTHCARE	3,733.54
1903114	US BANK CORPORATE PMT SYSTEMS	632.30
1903117	AMERICA'S XPRESS RENT A CAR	130.49
1903119	AUDIO VISUAL INNOVATIONS, INC	11,711.71
1903121	COMMUNITY CARE LICENSING	484.00
1903122	TROXELL COMMUNICATIONS INC	6,063.09
1903123	TROXELL COMMUNICATIONS INC	6,063.09
1903124	TROXELL COMMUNICATIONS INC	6,063.09
1903125	US BANK CORPORATE PMT SYSTEMS	65.00

Purchase Order Report
January 10, 2019

PO#	Vendor Name	Amount
1903126	US BANK CORPORATE PMT SYSTEMS	453.49
1903128	AVOTEK	9,753.52
1903130	STAPLES BUSINESS ADVANTAGE	955.76
1903131	STAPLES BUSINESS ADVANTAGE	585.80
1903132	STAPLES BUSINESS ADVANTAGE	98.84
1903133	DELL COMPUTER COMPANY	22,415.86
1903136	US BANK CORPORATE PMT SYSTEMS	1,237.40
1903138	SBVC FOOD SERVICES	188.33
1903139	SBVC FOOD SERVICES	188.33
1903140	SBVC FOOD SERVICES	202.93
1903141	SBVC FOOD SERVICES	188.33
1903142	SBVC FOOD SERVICES	188.33
1903144	STAPLES BUSINESS ADVANTAGE	349.99
1903145	STAPLES BUSINESS ADVANTAGE	4,740.78
1903149	US BANK CORPORATE PMT SYSTEMS	247.77
1903150	UNIVERSITY LICENSEE GROUP	250.00
1903154	COMMUNITY CARE LICENSING	1,210.00
1903157	CHANNING L BETE CO INC	3,526.06
1903158	US BANK CORPORATE PMT SYSTEMS	159.06
1903161	PALM STRIKE INC	3,903.00
1903162	US BANK CORPORATE PMT SYSTEMS	2,558.94
1903163	US BANK CORPORATE PMT SYSTEMS	410.00
1903164	ASSOCIATION OF CALIFORNIA COMMUNITY COLLEGE ADMINISTRATORS	175.00
1903168	CONFERENCE	998.66
1903170	CONFERENCE	677.93
1903172	CONFERENCE	20.00
1903174	DELL COMPUTER COMPANY	5,049.94
1903178	CANNON, JUDY	317.04
1903179	GRAINGER INC	2,151.50
1903180	SOUTHERN CALIFORNIA REGIONAL TRANSIT TRAINING CONSORTIUM	500.00
1903182	GRIZZLY INDUSTRIAL INC	1,860.71
1903183	CDW LLC	752.98
1903184	CONFERENCE	500.00
1903185	CONFERENCE	500.00
1903187	TROXELL COMMUNICATIONS INC	5,723.68
1903189	SBVC FOOD SERVICES	6,380.65
1903190	CREATOMBUILDER INC	1,002.08
1903194	CASTAWAY RESTAURANT & BANQUET CENTER	9,473.54
1903196	CALIFORNIA COMMUNITY COLLEGE WOMEN'S BASKETBALL COACHES ASSOC	200.00
1903199	CALIFORNIA TOOL & WELDING SPLY	32,842.20
1903203	INDUSTRIAL PIPE & STEEL	726.13
1903204	COALITION ON ADULT BASIC EDUCATION (COABE)	1,248.00
1903206	US BANK CORPORATE PMT SYSTEMS	2,176.00
1903207	PANERA BREAD LLC	350.22
1903210	CHANNING L BETE CO INC	5,888.31

Purchase Order Report
January 10, 2019

PO#	Vendor Name	Amount
1903211	US BANK CORPORATE PMT SYSTEMS	19.24
1903212	US BANK CORPORATE PMT SYSTEMS	104.19
1903213	SCANTRON CORPORATION	376.55
1903214	CALIFORNIA BANK & TRUST	100.00
1903216	US BANK CORPORATE PMT SYSTEMS	414.00
1903221	MUSE, WILLIAM	493.88
1903223	STAPLES BUSINESS ADVANTAGE	102.31
1903224	STAPLES BUSINESS ADVANTAGE	228.71
1903226	SBVC FOOD SERVICES	247.83
1903227	CDW LLC	1,152.93
1903228	SBVC FOOD SERVICES	296.31
1903229	P & P UNIFORMS	53.85
1903231	SIRCHIE	551.81
1903232	CDW LLC	3,175.82
1903235	WESTERN STAGE PROPS	714.86
1903236	CDW LLC	77.99
1903237	DELL COMPUTER COMPANY	259.12
1903238	AMERICAN RED CROSS	452.33
1903239	DELL COMPUTER COMPANY	7,435.86
1903241	BEST BUY	1,185.24
1903242	STARBUCKS CORPORATION	1,120.94

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: January 10, 2019
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. Due to the nature of these contracts and in the best interest of the District, these contracts are generally ratified by the Board of Trustees. Unless otherwise noted, the amount shown for multi-year agreements is the projected total amount for the full contract period. Any changes to these approved amounts will be submitted to board as amendments or not to exceed limit changes.

INSTITUTIONAL VALUES

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 1/10/2019***

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
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Bid

Questica, Inc.	(11223) Budget software solution that provides professional software and services for Districtwide budgeting and account structure; This is to approve Amendment 4 - to extend term end date by one year for an additional \$45,000 Term: 1/9/2015 - 1/8/2020 Funding Source: Capital Outlay	Fiscal Services/SBCCD	\$382,940.00
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SubTotal for Bid: 1***\$382,940.00***

Broadcasting Rights

Hinzo, Joey dba MC Woes	(17544) Rights to videos "Woe is Me, Lost, Raise it Up, and Screenshot"; no cost to SBCCD Term: 12/14/2018 - 12/13/2023 Funding Source: N/A	KVCR/KVCR	
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KRDK-TV	(17586) Broadcasting rights for the airing of syndicated programs; no cost to SBCCD Term: 12/1/2018 - 11/30/2019 Funding Source: N/A	FNX/KVCR	
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NHK International, Inc.	(17537) Stock footage license agreement Term: 10/15/2018 - 10/14/2023 Funding Source: KVCR - CPB Grant - TV	KVCR/KVCR	\$412.38
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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>				
	Vegas, PJ	(17583) Rights to videos "Tears" and "Never Could've Planned This"; no cost to SBCCD Term: 12/7/2018 - 12/6/2023 Funding Source: N/A	FNX/KVCR	
	WRJK-TV	(17587) Broadcasting rights for the airing of syndicated programs; no cost to SBCCD Term: 12/1/2018 - 11/30/2019 Funding Source: N/A	Athletics/SBVC	
<i>SubTotal for Broadcasting Rights: 5</i>				\$412.38
<u>Clinicals</u>				
	Del Rosa Villa	(17590) Clinical site for students participating in the Psych Tech Program; no cost to SBCCD Term: 1/14/2019 - 6/30/2023 Funding Source: N/A	Psychiatric Technology/SBVC	
<i>SubTotal for Clinicals: 1</i>				
<u>General</u>				
	1st Certified Collision Centers	(17605) Repair of Police car that was damaged in collision Term: 11/26/2018 - 3/31/2019 Funding Source: General Funds	District Police/SBVC	\$2,043.26

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Advanced Wellness Physical Therapy, PC	(17552) Development of curriculum for the Physical Therapy Program Term: 8/13/2018 - 12/14/2018 Funding Source: Strong Workforce Program	Program Development/CHC	\$4,500.00
Alton, Zeke	(17573) Voice over for KVCR productions Term: 11/9/2018 - 6/30/2019 Funding Source: KVCR	KVCR/KVCR	\$500.00
American College Health Association	(17510) Provide Spring 2019 campus survey data reports Term: 1/1/2019 - 6/30/2019 Funding Source: General Funds	Health Services/SBVC	\$1,500.00
Amerigas	(17529) Purchase of propane and equipment for SBVC Food Truck Term: 12/1/2018 - 11/30/2021 Funding Source: Strong Workforce Program	Technical Training/SBVC	\$3,000.00
Apmadoc, Jeff	(17511) Performer at the "In The Heights" event Term: 11/30/2018 - 12/9/2018 Funding Source: General Funds	Theater Arts/SBVC	\$700.00
Awesome Blinds & Shutters, Inc.	(17594) Window shade fabric replacement at SBVC Term: 12/6/2018 - 3/31/2019 Funding Source: General Funds	Maintenance/SBVC	\$399.97

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Awesome Blinds & Shutters, Inc.	(17528) Window shade replacement in cafeteria Term: 11/26/2018 - 12/31/2018 Funding Source: General Funds	Maintenance/SBVC	\$686.81
Awesome Blinds & Shutters, Inc.	(17527) Window shade replacement in conference room Term: 11/26/2018 - 12/31/2018 Funding Source: General Funds	Maintenance/SBVC	\$1,224.04
California Newspapers Partnership	(17596) Advertising to promote CHC & SBVC Spring 2019 enrollment Term: 12/16/2018 - 12/31/2018 Funding Source: General Funds	Marketing/SBCCD	\$3,910.00
California Newspapers Partnership	(17556) Advertising to promote Spring 2019 enrollment Term: 12/1/2018 - 1/15/2019 Funding Source: General Funds	Marketing/SBVC	\$10,000.00
CBRE, Inc.	(17598) Property estimating services for Highland Ave property Term: 11/27/2018 - 11/30/2018 Funding Source: Bond Construction	Facilities Planning/SBCCD	\$3,500.00
Consolidated Electrical Distributors, Inc.	(17498) Install electrical outlets to charge forklifts Term: 11/1/2018 - 6/30/2019 Funding Source: EDCT Funds	EDCT/SBCCD	\$532.03

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Customized Training & Consulting	(17548) Provide training to companies under the Employment Training Panel program Term: 1/1/2019 - 6/30/2019 Funding Source: Employment Training Panel	EDCT/SBCCD	\$10,000.00
Digital Networks Group, Inc.	(17539) Furnish and install new audio visual system in conference room AD207; Equipment purchased through CMAS contracts Term: 12/1/2018 - 6/30/2019 Funding Source: General Funds	Administrative Services/SBVC	\$24,174.68
DS Waters of America, Inc. dba Sparkletts	(17536) Bi-weekly drinking water delivery to CHC Maintenance and Grounds Department Term: 10/1/2018 - 9/30/2019 Funding Source: General Funds	Maintenance/CHC	\$1,600.00
Entercom Communications Corp	(17557) Radio advertising to promote SBVC Spring 2019 enrollment Term: 12/17/2018 - 12/30/2018 Funding Source: General Funds	Marketing/SBVC	\$2,500.00
Entravision Communications	(17558) Radio advertising to promote SBVC enrollment; KLYY 97.5/103.1 FM Term: 12/10/2018 - 12/23/2018 Funding Source: General Funds	Marketing/SBVC	\$2,500.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Event Drape Rental	(17595) Rental of drapes and poles for the "SBVC Mega Horn" revealing Term: 1/4/2019 - 1/31/2019 Funding Source: General Funds	Maintenance/SBVC	\$470.40
Foreman, Rebecca	(17567) Facilitation of executive committee monthly meetings Term: 1/2/2019 - 6/30/2019 Funding Source: Adult Ed (AEBG) Grant	Mathematics/SBVC	\$1,800.00
Frontier Communications	(17532) Installation of Ethernet service at East 3rd Street location Term: 11/1/2018 - 10/31/2021 Funding Source: EDCT - Foundation	EDCT/SBCCD	\$3,000.00
Greenwood Enterprises, LLC	(17601) Purchase and sale of mobile source emission reduction credits for SCAQMD Rule 2022 for CHC Term: 12/1/2018 - 11/30/2021 Funding Source: General Funds	Administrative Services/CHC	\$27,000.00
H & L Charter Co, Inc.	(17540) Bus rental for a campus tour at Cal State San Bernardino Term: 2/18/2019 - 2/18/2019 Funding Source: Student Equity	First Year/SBVC	\$1,586.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<i>General</i>			
Hampton Inn San Francisco Airport	(17568) Room rentals for athletes and staff for the women's basketball tournament Term: 12/14/2018 - 12/14/2018 Funding Source: Trust Account	Athletics/SBVC	\$3,048.57
Humanscale Corp c/o Interior Office Solutions	(17549) Provide ergonomics consultation for the District office Term: 12/1/2018 - 6/30/2019 Funding Source: General Funds	Facilities Planning/SBCCD	\$10,000.00
KCAL FM - SBR Broadcasting Corp	(17599) Radio advertising to promote SBVC Adult Education program Term: 1/2/2019 - 1/15/2019 Funding Source: Adult Ed (AEBG) Grant	Mathematics/SBVC	\$3,000.00
KCAL FM - SBR Broadcasting Corp	(17559) Radio advertising to promote SBVC Spring 2019 enrollment Term: 12/10/2018 - 12/23/2018 Funding Source: General Funds	Marketing/SBVC	\$2,500.00
Kelley, Megan	(17569) Speaker at the "EMS Evolution" event Term: 10/22/2018 - 10/27/2018 Funding Source: Basic Skills	Emergency Medical Svcs/CHC	\$400.00
KOLA -FM Radio dba Inland Empire Broadcasting Corp.	(17602) Radio advertising to promote SBVC Adult Education program Term: 1/2/2019 - 1/15/2019 Funding Source: Adult Ed (AEBG) Grant	Mathematics/SBVC	\$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>			
LeMay Construction	(17543) Provide and install new data lines at CHC Term: 11/7/2018 - 6/30/2019 Funding Source: General Funds	TESS/SBCCD	\$6,980.00
Magic Jump Rentals	(17521) Rental of 3 carnival games for the "Winterfest" event at SBVC Term: 12/4/2018 - 12/4/2018 Funding Source: General Funds	Student Life/SBVC	\$500.00
McCallum Group Inc.	(17542) Provide consulting and legislative advocacy services Term: 1/1/2019 - 12/31/2019 Funding Source: General Funds	Chancellor/SBCCD	\$48,000.00
Mellin, Linda Marie dba American Printing & Promotions	(17561) Production of novelty items with SBVC logo for giveaways Term: 12/1/2018 - 3/31/2019 Funding Source: Student Equity	Student Services/SBVC	\$2,889.92
Mellin, Linda Marie dba American Printing & Promotions	(17579) Production of novelty items with SBVC logo for giveaways Term: 12/1/2018 - 12/31/2018 Funding Source: General Funds	Marketing/SBVC	\$3,086.15
Mike's Custom Flooring	(17562) Replacement of carpet in B100 Term: 11/20/2018 - 6/30/2019 Funding Source: Civic Center Fund	Maintenance/SBVC	\$18,790.96

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Mint Print Media	(17531) Production of flyers to promote "Winterfest" Term: 11/1/2018 - 12/31/2018 Funding Source: General Funds	Marketing/SBVC	\$2,261.67
Morics, Steven	(17526) Performer at the "In The Heights" event Term: 11/30/2018 - 12/9/2018 Funding Source: General Funds	Theater Arts/SBVC	\$700.00
Morris, Sage	(17546) Performer at the "Trudell Poetry Festival" Term: 11/29/2018 - 11/29/2018 Funding Source: General Funds	Art & Lecture/SBVC	\$500.00
New Seed Landscape Service, Inc.	(17545) Softball field prep services at City of Colton park used by SBVC's Softball Team for games Term: 12/3/2018 - 6/30/2019 Funding Source: General Funds	Maintenance/SBVC	\$4,000.00
P2C Solutions, LLC	(17566) Provide assistance in the coordination of the Adult Education Block Grant Project Term: 1/2/2019 - 6/30/2019 Funding Source: Adult Ed (AEBG) Grant	Mathematics/SBVC	\$28,800.00

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>				
	Pandora	(17554) Internet radio advertising to promote Spring 2019 enrollment Term: 12/1/2018 - 1/5/2019 Funding Source: General Funds	Marketing/SBVC	\$5,000.00
	Phillips, Nicole	(17570) Speaker at the "EMS Evolution" event Term: 10/22/2018 - 10/27/2018 Funding Source: Basic Skills	Emergency Medical Svcs/CHC	\$400.00
	Ramboll US Corporation	(17358) Environmental site assessment as part of the acquisition of Tri-City Corporate Center; this is to approve Amendment 01 - extend term end date by one month for an additional \$15,000 Term: 10/15/2018 - 12/30/2018 Funding Source: FCC Proceeds	Facilities Planning/SBCCD	\$30,000.00
	Rancho Santiago CCD	(17541) Provide training to companies under the Employment Training Panel program Term: 10/15/2018 - 6/30/2019 Funding Source: Employment Training Panel	EDCT/SBCCD	\$25,000.00
	Rialto, City of	(17585) Sponsorship at the "2018 Rialto Holiday on Ice" event Term: 12/8/2018 - 12/16/2018 Funding Source: General Funds	Marketing/SBCCD	\$1,000.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
Rickety Swank Vintage Rentals	(17513) Performer at the "In The Heights" event Term: 12/14/2018 - 12/14/2018 Funding Source: KVCR	KVCR/KVCR	\$625.00
River Springs Charter School	(17538) Transportation for River Springs Charter students to and from Crafton Hills Senior Day Term: 10/12/2018 - 10/12/2018 Funding Source: Strong Workforce Program	Program Development/CHC	\$1,586.25
Riverside County Superintendent of Schools	(17563) Agreement to support, develop, facilitate and participate in regional CTE Advisory community meetings as part of the Strong Workforce Program Term: 9/1/2018 - 12/31/2018 Funding Source: Strong Workforce Program	EDCT/SBCCD	\$10,000.00
Roach, Sarah-Beth	(17571) Speaker at the "EMS Evolution" event Term: 10/22/2018 - 10/27/2018 Funding Source: Basic Skills	Emergency Medical Svcs/CHC	\$400.00
Runningwater, Niles Bird	(17581) Provide assistance with in-studio hosting of FNX "Native Shorts III" series Term: 2/4/2019 - 2/7/2019 Funding Source: FNX Grant	FNX/KVCR	\$7,000.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>			
San Diego Continuing Education Foundation	(17547) Provide training to companies under the Employment Training Panel program Term: 10/15/2018 - 6/30/2019 Funding Source: Employment Training Panel	EDCT/SBCCD	\$20,000.00
Screen Vision Media	(17553) Advertising in local movie theaters: Regency Sterling 6, Redlands Cinema 14, and Mountain Grove Term: 12/7/2018 - 6/30/2019 Funding Source: General Funds	Marketing/SBVC	\$5,850.00
Scripps National Spelling Bee	(17584) Sponsorship at the "2019 Scripps National Spelling Bee" Term: 3/16/2019 - 3/24/2019 Funding Source: General Funds	Marketing/SBCCD	\$1,925.00
Spectrum Reach	(17555) TV advertising to promote Spring 2019 enrollment at SBVC Term: 12/1/2018 - 1/9/2019 Funding Source: General Funds	Marketing/SBVC	\$7,550.00
Telos Educational Services	(17604) Promote the Strong Workforce Program, Job Developer Project through the production and development of two animated videos to promote program to both educators and students Term: 12/10/2018 - 12/24/2018 Funding Source: Strong Workforce Program	Technical Training/SBVC	\$12,000.00

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>General</u>				
	Terry, Vanessa	(17572) Speaker at the "EMS Evolution" event Term: 10/22/2018 - 10/27/2018 Funding Source: Basic Skills	Emergency Medical Svcs/CHC	\$400.00
	TSI, INC	(17551) Repair and cleaning of Porta Count Pro Plus and generator Term: 12/1/2018 - 2/28/2019 Funding Source: Strong Workforce Program	Fire Technology/CHC	\$1,266.06
	Tweto, Ariel	(17582) Provide assistance with in-studio hosting of FNX "Native Shorts III" series Term: 2/4/2019 - 2/7/2019 Funding Source: FNX Grant	FNX/KVCR	\$7,000.00
	UpSnap USA, Inc.	(17560) Mobile app advertising to promote SBVC Spring 2019 enrollment Term: 11/30/2018 - 1/20/2019 Funding Source: General Funds	Marketing/SBVC	\$10,500.00
	Vaughn, Brad	(17525) Performer at the "In The Heights" event Term: 11/30/2018 - 12/9/2018 Funding Source: General Funds	Theater Arts/SBVC	\$700.00
	Winokur, Robert	(17504) Performer at the "In The Heights" event Term: 11/30/2018 - 12/9/2018 Funding Source: General Funds	Theater Arts/SBVC	\$700.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<i>General</i>			
Xgraphix LLC	(17565) Production of decal lettering and graphics on the Fire Academy trailer Term: 12/1/2018 - 4/30/2019 Funding Source: Strong Workforce Program	Fire Technology/CHC	\$1,274.40
Xgraphix LLC	(17564) Production of wrap and decal graphics on Fire Academy fire truck Term: 12/1/2018 - 4/30/2019 Funding Source: Strong Workforce Program	Fire Technology/CHC	\$858.46
Yosemite CCD	(17497) Provide training to companies under the Employment Training Panel program Term: 10/15/2018 - 6/30/2019 Funding Source: Employment Training Panel	EDCT/SBCCD	\$40,000.00
<i>SubTotal for General: 64</i>			<i>\$438,619.63</i>
<i>Income - Facilities Use</i>			
Arrowhead Christian Academy	(17589) Use of CHC pool Term: 1/14/2019 - 5/3/2019 Funding Source: N/A	Facilities/CHC	\$2,666.99
Raid Production LTD	(17550) Use of SBVC Planetarium Term: 12/11/2018 - 12/11/2018 Funding Source: N/A	Administrative Services/SBVC	\$210.00
Redlands Swim Team	(17506) Use of CHC pool Term: 1/1/2019 - 12/31/2019 Funding Source: N/A	Pool/CHC	\$9,000.00

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<i>Income - Facilities Use</i>				
	San Gorgonio Ballet Company	(17509) Use of CHC Theater Term: 12/8/2018 - 12/8/2018 Funding Source: N/A	Facilities/CHC	\$1,892.78
	Thunderbird Water Polo Club, Inc.	(17508) Use of CHC pool; no charge Term: 1/1/2019 - 12/31/2019 Funding Source: N/A	Pool/CHC	
	Yucaipa Swim Team	(17505) Use of CHC pool Term: 12/14/2018 - 12/17/2018 Funding Source: N/A	Pool/CHC	\$3,171.50
	Yucaipa Swim Team	(17588) Use of CHC pool; no charge Term: 12/1/2018 - 6/30/2019 Funding Source: N/A	Pool/CHC	
	Zhang, Zhi	(17507) Use of CHC pool Term: 1/1/2019 - 4/10/2019 Funding Source: N/A	Pool/CHC	\$1,000.00
<i>SubTotal for Income - Facilities Use: 8</i>				<i>\$17,941.27</i>

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Income - General</u>			
Riverside CCD	(14623) Participation Agreement for the development of the "Strong Workforce Program" project for the Inland Empire and Desert Regions; this is to approve Amendment 01-extend term end date by 5 years Term: 2/1/2017 - 6/30/2023 Funding Source: N/A	Technical Training/SBVC	\$734,107.00
<i>SubTotal for Income - General: 1</i>			<i>\$734,107.00</i>
<u>Joint Power/Piggyback Purchase</u>			
Sidepath Inc.	(17600) Master agreement for purchase of computer equipment; WSCA 7-15-70-34-004 Term: 11/10/2015 - 5/31/2020 Funding Source: General Funds	Facilities Planning/SBCCD	
<i>SubTotal for Joint Power/Piggyback Purchase: 1</i>			
<u>Maintenance Agreement</u>			
Air Conditioning Control Systems, Inc. (ACCS)	(13768) Maintenance agreement for AC/Heating equipment; this is to approve an increase in the total contract value by \$38,000 due to having no HVAC Tech at this time Term: 7/1/2016 - 6/30/2019 Funding Source: General Funds	Maintenance/SBVC	\$75,000.00
<i>SubTotal for Maintenance Agreement: 1</i>			<i>\$75,000.00</i>

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Off-Campus Work Study</u>			
Calimesa, City of	(17502) Off-Campus Work Study agreement for placement of CHC Students at non-campus sites; no additional cost to SBCCD Term: 8/15/2018 - 6/30/2019 Funding Source: N/A	Resource Development/CHC	
Highland Area Chamber of Commerce	(17503) Off-Campus Work Study agreement for placement of CHC Students at non-campus sites; no additional cost to SBCCD Term: 10/11/2018 - 6/30/2019 Funding Source: N/A	Resource Development/CHC	
Yucaipa, City of	(17501) Off-Campus Work Study agreement for placement of CHC Students at non-campus sites; no additional cost to SBCCD Term: 11/6/2018 - 6/30/2019 Funding Source: N/A	Resource Development/CHC	
<i>SubTotal for Off-Campus Work Study: 3</i>			
<u>Program Acquisition</u>			
Executive Program Services, Inc.	(17514) Program rights for "The Red Green Show" 8th Season Term: 12/14/2018 - 12/13/2020 Funding Source: KVCR - CPB Grant - TV	KVCR/KVCR	\$3,200.00

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Program Acquisition</u>				
	Joseph, RJ	(17523) Program Acquisition rights for "Carriers of Culture, Utility Baskets, Florence Benedict" Term: 11/9/2018 - 11/8/2021 Funding Source: FNX Grant	FNX/KVCR	\$2,700.00
	Joseph, RJ	(17522) Program Acquisition rights for "Peyote Man, Spirit Tipis, Pauline Whitesinger, Che Ah Chi" Term: 11/9/2018 - 11/8/2021 Funding Source: FNX Grant	FNX/KVCR	\$3,300.00
	Musicology, Inc.	(17524) Program rights of "Musicology" 13 episodes; no cost to SBCCD Term: 12/1/2018 - 11/30/2020 Funding Source: N/A	KVCR/KVCR	
<i>SubTotal for Program Acquisition: 4</i>				<i>\$9,200.00</i>
<u>Software/Online Services</u>				
	American Association of Respiratory Care	(17500) Software "Clinical Practices of Effective Preceptors" used for instructor meetings Term: 1/1/2019 - 12/31/2019 Funding Source: General Funds	Respiratory Care/CHC	\$206.71

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Software/Online Services</u>			
Association for Talent Development	(17593) Online subscription to ATD Learning System; to have access to the training and learning material used to study for the Certified Professional in Learning & Performance (CPLP) credential for Cherishea Coats Term: 12/12/2018 - 12/31/2019 Funding Source: General Funds	TESS/SBCCD	\$234.00
Bloomerang, LLC	(17606) Database services for donor searches Term: 10/17/2018 - 10/16/2023 Funding Source: General Funds	Program Development/CHC	\$23,000.00
Dell Computer Company	(17592) Software license for VmWare software "ESXi and Vcenter" used to virtualize all academic servers Term: 1/1/2019 - 12/31/2019 Funding Source: General Funds	Technology Services/SBVC	\$10,870.14
Economic Modeling Specialists, Inc. (EMSI)	(17535) Subscription to "Analyst Data Detail" 10 counties Term: 9/5/2018 - 9/4/2019 Funding Source: General Funds	Inst Eff/SBCCD	\$27,000.00
Eureka	(17608) Site license for Eureka software; a career information system Term: 12/1/2018 - 11/30/2019 Funding Source: General Funds	Transfer Center/SBVC	\$2,200.00

<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>
<u>Software/Online Services</u>			
Full Capacity Marketing, Inc.	(17580) Website service for Adult Education AB104 page Term: 11/26/2018 - 11/25/2019 Funding Source: Adult Ed (AEBG) Grant	Mathematics/SBVC	\$4,515.87
Getty Images US, Inc. dba JupiterImages	(17591) Software subscription for Thinkstock images; images that can be used on District documents and publications Term: 2/7/2019 - 2/6/2020 Funding Source: General Funds	TESS/SBCCD	\$4,000.00
Leepfrog Technologies, Inc.	(17607) Filter module add-ons for CourseLeaf Catalog Term: 11/12/2018 - 6/30/2019 Funding Source: Ramp-Up Grant	Instruction/SBVC	\$10,000.00
Myers-Briggs Company, The dba CPP, Inc.	(17597) Software license renewal for "Elevate Essential" Term: 12/10/2018 - 12/9/2019 Funding Source: Student Success (SSSP)	Counseling/SBVC	\$195.00
PyraMed Health Systems	(17520) Software and training for online student health records management Term: 7/1/2018 - 6/30/2023 Funding Source: Student Health Fee	Health Centers/CHC/SBVC	\$73,399.75
<i>SubTotal for Software/Online Services: 11</i>			<i>\$155,621.47</i>

Grand Total Contracts for Board Date 1/10/2019: 100

Routine Contracts - Summary

Scheduled Board Meeting 01-10-2019

EXPENSES

<u>Category</u>	<u>Number of Contracts</u>	<u>Contract Value</u>
<i><u>Bid</u></i>	1	\$382,940.00
<i><u>Broadcast Rights</u></i>	5	\$412.38
<i><u>Clinicals</u></i>	1	\$0.00
<i><u>General</u></i>	64	\$438,619.63
<i><u>Joint Power/Piggyback</u></i>	1	\$0.00
<i><u>Maintenance Agreement</u></i>	1	\$75,000.00
<i><u>Off-Campus Work Study</u></i>	3	\$0.00
<i><u>Program Acquisition</u></i>	4	\$9,200.00
<i><u>Software/Online Services</u></i>	11	\$155,621.47
	91	
		Total Expenses
		<u><u>\$1,061,793.48</u></u>

INCOME

<u>Category</u>	<u>Number of Contracts</u>	<u>Contract Value</u>
<i><u>Income - Facilities Use</u></i>	8	\$17,941.27
<i><u>Income - General</u></i>	1	\$734,107.00
	9	Total Income
		<u><u>\$752,048.27</u></u>
Total Number of Contracts	<u><u>100</u></u>	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: January 10, 2019
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.

INSTITUTIONAL VALUES

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
January 10, 2019

Asset #	Date Retired	Description	Initial Value	Current Value
32183	12/1/2018	2000 Nissan Xterra - Silver	\$2,700.00	\$0.00
2030096	12/1/2018	Ford Ranger	\$3,175.00	\$0.00
2030097	12/3/2018	Chevrolet Trailblazer	\$25,440.00	\$0.00

Non-Fixed Assets Surplus Report

Electric Cart 1 ea

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose Torres, Executive Vice Chancellor
PREPARED BY: Lawrence P. Strong, Director of Fiscal Services
DATE: January 10, 2019
SUBJECT: Consideration of Approval of Vacation Payout

RECOMMENDATION

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

	# Days	Rate	Total
Hussain Agah Director, Facilities Planning & Construction District Support Services	30	\$574.09	\$17,222.76

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 authorizes the payout of vacation to SBCCD administrative personnel.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Payment will be made from the appropriate funds.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

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

DATE: January 10, 2019

SUBJECT: Consideration of Approval to Adopt Resolution #2019-01-10-FS
Approving Transfers from the Reserve for Contingencies to Various
Expenditure Classifications

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution #2019-01-10-FS approving the transfer of funds from the reserve for contingencies to various expenditure classifications as indicated in the attached resolution.

OVERVIEW

The 2018-19 Final Budget adopted by the Board of Trustees on September 13, 2018 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.

INSTITUTIONAL VALUES

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.

RESOLUTION #2019-01-10-FS OF THE BOARD OF TRUSTEES OF THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
TO APPROVE TRANSFERS FROM RESERVE FOR CONTINGENCIES TO
VARIOUS EXPENDITURE CLASSIFICATIONS

[v.12.18.2018.p.1]2]

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

WHEREAS, on the 13th day of September, 2018, the San Bernardino Community College District (the District) adopted the 2018-19 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 January 10, 2019, 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

RESOLUTION #2019-01-10-FS OF THE BOARD OF TRUSTEES OF THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
TO APPROVE TRANSFERS FROM RESERVE FOR CONTINGENCIES TO
VARIOUS EXPENDITURE CLASSIFICATIONS

[v.12.18.2018.p.2]2]

EXHIBIT A

Fund 125			1,057,815	2018-19 Initial Fund Balance	
General Fund, Restricted			-	Net Change from Previously Approved Transfers	
			1,057,815	Current Fund Balance	
Board Approved	Date	Ref #	Amount to/(from) Reserve	Expenditure Classification	Justification
1/10/2019	11/8/2018	190146	(162,305)	5000 Other Expenses	To restore carryover budget from prior fiscal year
			(162,305)	Total Approved at this Board Meeting	
			895,510	Fund Balance After Transfer(s)	
Fund 435			37,565,757	2018-19 Initial Fund Balance	
Bond Construction			(122,778)	Net Change from Previously Approved Transfers	
			37,442,979	Current Fund Balance	
Board Approved	Date	Ref #	Amount to/(from) Reserve	Expenditure Classification	Justification
1/10/2019	11/29/2018	190210	(3,000,000)	6000 Capital Outlay	To setup budget for EDA Grant matching funds
			(3,000,000)	Total Approved at this Board Meeting	
			34,442,979	Fund Balance After Transfer(s)	
Fund 590			84,527,139	2018-19 Initial Fund Balance	
FCC Auction Proceeds			(5,000,000)	Net Change from Previously Approved Transfers	
			79,527,139	Current Fund Balance	
Board Approved	Date	Ref #	Amount to/(from) Reserve	Expenditure Classification	Justification
1/10/2019	11/21/2018	190180	(4,400,000)	n/a	To correct interest income budget
			(4,400,000)	Total Approved at this Board Meeting	
			75,127,139	Fund Balance After Transfer(s)	
Fund 690			3,840,528	2018-19 Initial Fund Balance	
Retiree Benefit			-	Net Change from Previously Approved Transfers	
			3,840,528	Current Fund Balance	
Board Approved	Date	Ref #	Amount to/(from) Reserve	Expenditure Classification	Justification
1/10/2019	11/14/2018	190155	(165,000)	n/a	To correct interest income budget
			(165,000)	Total Approved at this Board Meeting	
			3,675,528	Fund Balance After Transfer(s)	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey K. Nikac, Senior Executive Assistant

DATE: January 10, 2019

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.

INSTITUTIONAL VALUES

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the budget.

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

Site: TESS

Event: Technology and Educational Support Services (TESS) mid-year meeting

Date of Event: 12/19/18

Item Being Purchased: Refreshments

Total Estimated Cost: \$ 1,100.00

Funding Source: Data Processing General Fund

AMENDMENT:

Item is being amended to include the Accounts Payable department staff that are working at TESS on Oracle through the month of December.

Site: SBVC

Event: San Bernardino Valley College Day of Service

Date of Event: 12/08/18

Item Being Purchased: Meals, supplies and give-a-ways

Sponsored by The Student Equity & Success Division, Marketing Department and First Year Experience, this event will include staff, and students volunteering to serve our community, and will be followed by a campus BBQ. Anticipated attendance is 120 students, staff and administrators. Chaperones are Dr. Scott Thayer and Carmen Rodriguez.

Total Estimated Cost: \$1,000.00

Funding Source: Student Equity & Success Categorical Fund

This item is being ratified do to conflicting schedules that delayed the setting of the event date.

Site: SBVC

Event: SBVC-Black Faculty & Staff Association "Each One Teach One Luncheon" (Black History Month Event)

Date of Event: 02/06/19

Item Being Purchased: Refreshments

San Bernardino Valley College-Black Faculty & Staff Association is planning an "Each One Teach One Luncheon" (Black History Month Event) that would include matching students with staff and community members. Mentorship will support student success and retention at SBVC. Anticipated attendance is 100 students, faculty, staff and community members. Chaperons and staff helping at event are Leslie Gregory, April Dale-Carter, Keenan Giles and Keynasia Buffong

Total Estimated Cost: \$1,000.00

Funding Source: Black Faculty Staff/ Arts & Lecture General Funds

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

Site: SBVC

Event: Kennedy Center American College
Theatre Festival

Date of Event: 2/12/19-2/16/19

Item Being Purchased: Meals, travel, accommodation and registration.

This event will focus on the theatre festival and permit students to learn about such festivals. Anticipated attendance is approximately 20 students and 1 faculty. Melinda Fogle-Oliver will chaperone.

Total Estimated Cost: \$20,000.00

Funding Source: Associated Students Theatre Trust General Fund

Site: SBVC

Event: SBVC Black Excellence Educational
Summit

Date of Event: 02/22/19

Item Being Purchased: Refreshments

Black, Faculty Staff Association and Arts, Lectures and Diversity are sponsoring the SBVC Black Excellence Educational Summit. Targeted outreach and recruitment of African American students throughout the Inland Empire in order to increase African American student enrollment in the San Bernardino Community College District. Anticipated attendance is approximately 450 students, faculty, staff, administrators, community members and high school students and staff. Chaperons and staff helping at event are Leslie Gregory, April Dale-Carter, Keenan Giles and Keynasia Buffong.

Total Estimated Cost: \$3,000.00

Funding Source: Student Equity Categorical Funds/SBCCD EDCT General Funds

Site: SBVC

Event: SBVC Campus Tours

Date of Event: 03/22/19

Item Being Purchased: Refreshments

Sponsored by First Year Experience, there will be two different high schools visiting the San Bernardino Valley College campus for campus tour; Outreach will be supplying students with lunch on this day. Anticipated attendance is 715 students, staff and faculty. Chaperone will be Sharaf Williams.

Total Estimated Cost: \$6,381.00

Funding Source: First Year Experience Categorical Fund

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey Nikac, Senior Executive Assistant

DATE: January 10, 2019

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.

INSITUTIONAL VALUES

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the budget.

**San Bernardino Community College District
Conference Attendance**

Site: District
Department: EDCT Foundation
Conference Name: PBS Pledge Academy/TRAC Development Workshop & Pledge Practicum
Travel Dates: 1/7/2019 - 1/11/2019
City, State: Scottsdale, AZ
Estimated Cost Per Person: \$2750
Funding Source: EDCT Foundation General Funds

Name: Ashley Gaines and Tayte Olma

Purpose: This workshop will provide on-air fundraising information, hands-on learning essential to our station and will bring together industry leaders and colleagues to assess data and discuss critical issues facing Public Television fundraising professionals.

RATIFICATION: The information on this critical workshop was not received until after the deadline for board submissions of the December board agenda.

Site: TESS
Department: Technology and Educational Support Services
Conference Name: CompTIA Certification Training
Travel Dates: 1/7/2019 - 6/7/2019
City, State: San Bernardino, CA
Estimated Cost Per Person: \$20152
Funding Source: TESS General Fund

Name: Gerard de Leon

Purpose: The training will keep staff up to date with today's technology and prepare for the Certification test that covers PC hardware and peripherals, network connectivity issues, networking and mobile device hardware to help with work related issues in the technology field.

AMENDMENT:

This item is being amended from \$1,995.00 to \$2,051.00 as total cost differed after registration.

Site: TESS
Department: Technology and Educational Support Services
Conference Name: Entrinsicon 2018
Travel Dates: 2/10/2019 - 2/14/2019
City, State: Raleigh, NC
Estimated Cost Per Person: \$2503
Funding Source: TESS General Fund

Name: Robert Scudder

Purpose: Gain knowledge and training for set-up and usage of new version of Informer reporting software.

Site: TESS
Department: Technology and Educational Support Services
Conference Name: Help Desk Institute (HDI)
Travel Dates: 4/8/2019 - 4/13/2019
City, State: Orlando, FL
Estimated Cost Per Person: \$3519
Funding Source: TESS General Fund

Name: Gerard de Leon

Purpose: The technical support industry experts from a variety of backgrounds attend and present at the Help Desk Institute (HDI) Conference & Expo. More than 50 solution providers will be demonstrating their tools and services that will allow a shared wealth of industry knowledge to be brought back to the district.

Site: TESS
Department: Technology and Educational Support Services
Conference Name: Association for Talent Development (ATD) International Conference and Exposition
Travel Dates: 5/15/2019 - 5/23/2019
City, State: Washington, DC
Estimated Cost Per Person: \$8658
Funding Source: TESS General Fund

Name: Cherishea Coats and Rhiannon Lares

Purpose: Association for Talent Development (ATD) offers more than 300 education sessions and the latest instructional strategies that promote application and organizational impact. These highly interactive sessions help build expertise and help develop skills that can immediately be put to work at San Bernardino Community College District.

Site: CHC
Department: Music
Conference Name: Society for
Ethnomusicology 63rd Annual Conference
Travel Dates: 11/13/2018 - 11/18/2018
City, State: Albuquerque, NM
Estimated Cost Per Person: \$250
Funding Source: CHC Professional
Development General Fund

Name: Joshua Brown

Purpose: To integrate new ideas and perspectives into lectures and teachings at
Crafton Hills College.

RATIFICATION: The employee submitted the paperwork late and there was a
miscommunication as to when the conference was approved by the Professional
Development Committee.

Site: CHC
Department: Emergency Medical Services
Conference Name: NAEMSE Instructor
Course One Conference
Travel Dates: 1/10/2019 - 1/13/2019
City, State: Carson, CA
Estimated Cost Per Person: \$1478
Funding Source: Strong Workforce categorical
funding

Name: Bryttany Kibbey

Purpose: Provides educators and program directors with the tools and
information needed to further build their leadership skills and better evaluate
programs, students and faculty.

RATIFICATION: She was not informed that her registration was accepted until
after the December board due date.

Site: CHC
Department: LAM
Conference Name: Shaw HR Consulting
Hosted ADA Disability Compliance Training
Travel Dates: 2/4/2019 - 2/5/2019
City, State: Costa Mesa, CA
Estimated Cost Per Person: \$1099
Funding Source: EEO Categorical Funding

Name: Ginger Sutphin

Purpose: This training is solutions-focused and will address the realities of
where we are with employer accommodation obligations under Title I of the
Americans with Disabilities Act (ADA).

Site: CHC
Department: LAM
Conference Name: 2019 Acceleration Across America - 3rd Annual Statewide Conference
Travel Dates: 2/20/2019 - 2/23/2019
City, State: Sacramento, CA
Estimated Cost Per Person: \$1911
Funding Source: Basic Skills categorical funding

Name: Kellori Dower, Jonathan Townsend

Purpose: This conference will explore new approaches to placement in English, Math and ESL, replacing remedial courses with transfer level co-requisites/concurrent support models.

Site: CHC
Department: SINS
Conference Name: Western States Communication Association
Travel Dates: 2/22/2019 - 2/25/2019
City, State: Seattle, WA
Estimated Cost Per Person: \$500
Funding Source: Professional Development

Name: Jimmy Urbanovich

Purpose: Along with NCA, this conference is the premier event to keep pace with the academic side of our discipline. The conference presents research and trends in communication studies.

Site: CHC
Department: Health and Wellness
Conference Name: 2019 HSACCC Annual Conference
Travel Dates: 2/26/2019 - 3/1/2019
City, State: Palm Springs, CA
Estimated Cost Per Person: \$1278
Funding Source: CHC Mental Health Support

Name: Kailey Crabtree, Hannah Sandy, Gilbert Agyemang-Boakye, Joe Cabrales, Laura Gutierrez

Purpose: This conference provides consultation, leadership and support for health services programs. It helps CHC learn to enhance student success by the support and promotion of quality health service programs throughout the CCC system.

Site: CHC
Department: Veterans Services
Conference Name: 2019 Veterans Summit
Travel Dates: 3/20/2019 - 3/22/2019
City, State: Monterey, CA
Estimated Cost Per Person: \$1293
Funding Source: Veterans General Fund

Name: Steve Rush

Purpose: The summit is designed to share information and effective practices for faculty administrators and staff who work with student veterans. It provides an opportunity to learn from those who have significant experience serving student veterans and offers the chance to make important contacts.

Site: CHC
Department: Student Services
Conference Name: CCC CalWORKs Annual Training Institute
Travel Dates: 4/14/2019 - 4/17/2019
City, State: San Diego, CA
Estimated Cost Per Person: \$1350
Funding Source: CalWorks General Fund

Name: Rejoice Chavira

Purpose: The training will focus on providing services that bridge the gap between education and career and Department of Social Services as well as State Chancellor's CalWORKs updates.

Site: SBVC
Department: Criminal Justice
Conference Name: Scenario Manager Training Course
Travel Dates: 2/4/2019 - 2/8/2019
City, State: Sacramento, CA
Estimated Cost Per Person: \$17778
Funding Source: Extended Academy General Fund

Name: Paul Dennis

Purpose: Increases a better understanding of what is required by the Commission. Information distributed is critical in ensuring basic training courses meet regulatory requirements to manage scenario training in accordance to Police Officer Standards Training (POST) standards.

Site: SBVC
Department: STAR Program
Conference Name: STAR Program Cal Poly
Pomona Field Trip
Travel Dates: 3/8/2019 - 3/8/2019
City, State: Pomona, CA
Estimated Cost Per Person: \$96
Funding Source: Trio Grant Categorical Funds

Name: Dr. Reyes Quezada and 25 Students

Purpose: This is an educational and cultural trip to Cal Poly Pomona; student will tour the campus to learn about the college transfer opportunities. Students will also have the opportunity participate in a fellowship and group lunch.

Site: SBVC
Department: Adult Education Block Grant
Conference Name: Coalition on Adult Basic
Education (COABE) 2019 National Conference
Travel Dates: 3/31/2019 - 4/3/2019
City, State: New Orleans, LA
Estimated Cost Per Person: \$2257
Funding Source: Adult Education Block Grant

Name: Stephanie Briggs, Emma Diaz, Maria Duran and Herberth Jaco

Purpose: We will be assisting several workshops that will present an opportunity for our members to see best practices on a national level. Our consortium members will bring back new ideas and incorporate them into existing programs and/or build successful pathways with their Districts.

Site: SBVC
Department: EOPS/CARE
Conference Name: Region IX CARE
Conference
Travel Dates: 4/3/2018 - 4/5/2018
City, State: Pomona, CA
Estimated Cost Per Person: \$500
Funding Source: CARE Categorical Funds

Name: Rosemary Chavez, Maribel Cisneros, Joanne Hinojosa and
4 Students

Purpose: The Region IX CARE conference will inform CARE staff about new bills and updates from the Chancellors office. Workshops and presentations will be targeted to the audience regarding on how to improve, grow and create new ideas to enhance our services to SBVC students. The conference will also provide a time to collaborate and network with other CARE staff members.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Hussain Agah, Director, Facilities Planning & Construction
DATE: January 10, 2019
SUBJECT: Consideration of Approval of Amendment 001 to the Contract with DKC Architects, Inc. of Yucaipa, CA

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 001 to the contract with DKC Architects, Inc. of Yucaipa, CA in order to increase the contract value by \$11,601.00.

OVERVIEW

On February 8, 2018, the Board of Trustees approved a contract with DKC Architects, Inc. for architectural services on the Performing Arts Center (PAC) Renovations 2 Measure M project at Crafton Hills College.

Contract Amendment 001 is for additional services needed to address the Division of the State Architect (DSA) Field Engineer's comments regarding the mandatory issuance of a new DSA Application number for the PAC storage building. The storage building was originally part of the overall PAC Renovations 2 DSA Application #04-10157. This requirement to issue the storage building under a new DSA application number requires additional time for design services and DSA processing for DKC Architects, Inc.

ANALYSIS

The effect of this amendment will be an addition of \$11,601.00 to the DKC Architects contract, resulting in a revised contract amount of \$47,601.00. There will be no change to the contract term end date of December 31, 2019.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the Fund 435 Revenue Bond Construction budget.

ARCHITECTURAL CONTRACT AMENDMENT: 001

PROJECT: Crafton Hills College (CHC) – Performing Arts Center Renovation
11711 Sand Canyon Rd.
Yucaipa, CA 92410

OWNER: San Bernardino Community College District
114 S. Del Rosa Avenue
San Bernardino, CA 92399

TO: DKC Architects, Inc.
31555 Avenue E
Yucaipa, CA 92399

Brief Description:

Contract Amendment No. 001 is for additional architectural design and DSA processing services on the Measure M Performing Arts Center (PAC) Renovation Project for Crafton Hills College (CHC). Additional services are needed to address DSA Field Engineer's comments regarding the mandatory issuance of a new DSA Application number for the PAC storage building. This storage building was originally part of the overall PAC Renovation DSA Application # 04-10157. DSA's requirement to issue the storage building under a new DSA Application number requires additional time for design and DSA processing for DKC Architects, Inc.

Attachments:

DKC proposal dated December 11, 2018.

Costs:

HNTE (Hourly Not to Exceed) \$11,601.00 = Total of this requested Architectural Contract Amendment: 1

The original Contract Sum	\$36,000.00
Net change by previous Amendments	\$0.00
The Contract Sum prior to this Amendment	\$36,000.00
The Contract Sum will be increased by this Amendment	\$11,601.00
The new Contract Sum including this Amendment	\$47,601.00

The Contract Schedule as of this Amendment will remain unchanged.

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes DKC Architects, Inc. to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to DKC Architects, Inc.'s architectural services contract with SBCCD.

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

Authorized:

CONSULTANT
DKC Architects, Inc.

By:  _____

DATE: 12/12/18

OWNER
SBCCD






By: _____


DATE:


CAMPUS DIRECTORY



Map not to scale
Updated: 6-8-15

-  **ATM**
-  **Bus Stop**
-  **Nurse's Station**
-  **Police/Security**
-  **Visitor Parking**

 **Parking Permits (Daily)**
 Parking permits/decals are required to park in all parking lots and on all college streets.
 Daily parking permits available in all lots.
 Parking in disabled stalls requires a valid California disabled placard and a valid SBCCD parking permit/decal.

 **Smoking Areas**
 This is a smoke-free campus. Smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570; Government Code #7597)

District Police (909) 389-3275

1 MAINTENANCE & OPERATIONS/ SHIPPING & RECEIVING M&O	10 CENTRAL COMPLEX 1 CNTL 1 POLICE (LADM 153)
2 CHILD DEVELOPMENT CENTER CDC	11 CENTRAL COMPLEX 2 CNTL 2
3 CRAFTON HALL CHL	12 CANYON HALL CYN
4 CLOCK TOWER BUILDING CTB	13 VISUAL ARTS ARTS
5 WEST COMPLEX WEST	14 EAST COMPLEX 1 EAST 1
6 CRAFTON CENTER CCR	15 EAST COMPLEX 2 EAST 2
Admissions & Records	16 PUBLIC SAFETY & ALLIED HEALTH PSAH
Counseling	17 GYMNASIUM GYM
Disabled Student Services	18 NORTH COMPLEX NRTH
EOPS	19 KINESIOLOGY, HEALTH EDUCATION & KHA AQUATICS COMPLEX
Financial Aid	20 ATHLETIC FIELD AF
7 STUDENT SUPPORT BUILDING SSB	21 TENNIS COURTS TC-CRTS
Health & Wellness Center	
8 LEARNING RESOURCE CENTER LRC	
9 PERFORMING ARTS CENTER PAC	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Hussain Agah, Director, Facilities Planning & Construction
DATE: January 10, 2019
SUBJECT: Consideration of Approval of Amendment 005 to the Contract with HMC Architects, Inc. of Ontario, CA

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 005 to the contract with HMC Architects, Inc. of Ontario, CA in order to extend their contract term date to March 31, 2019 and increase the contract value by \$16,470.00.

OVERVIEW

On January 21, 2016, the Board of Trustees approved a contract with HMC Architects, Inc. for architectural services on the Measure M Gymnasium project at San Bernardino Valley College.

Contract Amendment 005 is for additional structural design services to address work encountered during the construction phase. Multiple Division of the State Architect (DSA) Construction Change Documents (CCD) needed to be generated by the Architect / Structural Engineer to redesign or justify field conditions, which were beyond the design team's control or scope of work. The details were prepared by HMC and their structural consulting team in order to gain final DSA approval.

ANALYSIS

The effect of this amendment will be an addition of \$16,470.00 to the HMC Architects contract, resulting in a revised contract amount of \$631,007.80. This amendment will also increase the term date by 90 calendar days through March 31, 2019.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the Fund 435 Revenue Bond Construction budget.

ARCHITECTURAL CONTRACT AMENDMENT: 005

PROJECT: San Bernardino Valley College (SBVC) – Gymnasium Project
701 S. Mount Vernon Avenue
San Bernardino, CA 92410

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

TO: HMC Architects, Inc.
3546 Concourses Street
Ontario, CA 91764

Brief Description:

Contract Amendment No. 005 is for additional Structural design and construction services on the Measure M Gymnasium and Fields Project for San Bernardino Valley College (SBVC). Additional services were needed to address re-design of work encountered during the construction of Gym project in the main Gymnasium building. Multiple DSA Construction Change Documents (CCD) needed to be generated by the Architect / Structural Engineer to re-design or justify field conditions which were above and beyond the design teams control or scope of work. The details were prepared by HMC and their structural consulting team in order to gain DSA sign off/approval. This required additional time for work and hence additional services from HMC Architects, Inc. In addition, HMC’s current contract commenced on December 31, 2018 per attached “Architectural Contract Amendment 004”. Due to unforeseen delays, the contract completion date shall be extended from December 31, 2018 to **March 31, 2019**.

Attachments:

- HMC Architects, Inc. “Architectural Contract Amendment 004
- HMC proposal dated November 29, 2018

Costs:

NTE (Not to Exceed) \$16,470.00 = Total of this requested Architectural Contract Amendment: 5

The original Contract Sum	\$584,972.80
Net change by previous Amendments	\$29,565.00
The Contract Sum prior to this Amendment	\$614,537.80
The Contract Sum will be increased by this Amendment	\$16,470.00
The new Contract Sum including this Amendment	\$631,007.80

The Contract Schedule as of this Amendment will be **increased by: 90 Calendar Days Through March 31, 2019**.

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


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


Authorized:

CONSULTANT
KEN SALYER
HMC Architects, Inc.

OWNER
Hussain Agah
Director of Facilities, Planning and Const

OWNER
JOSE F. TORRES
Executive Vice Chancellor

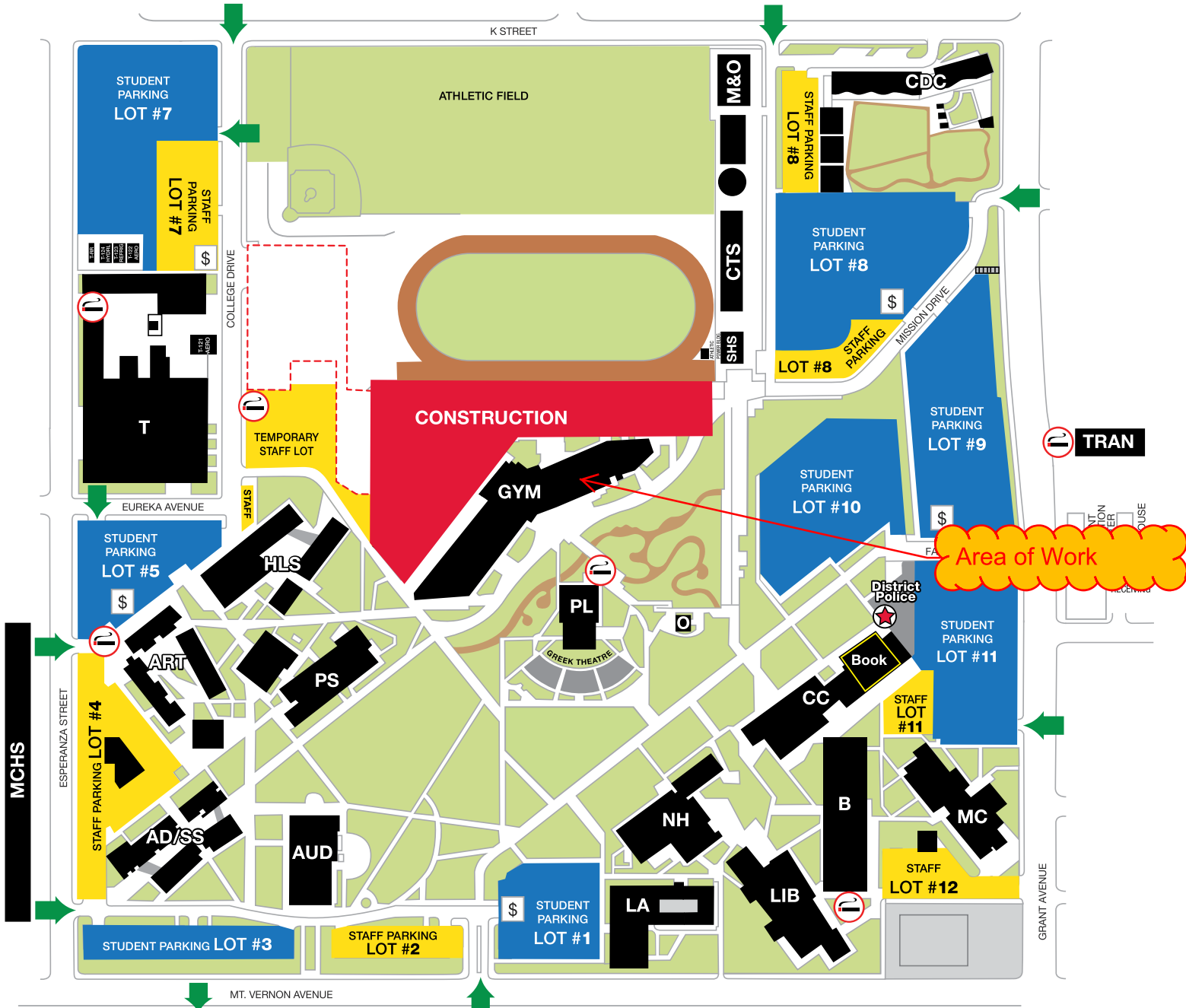
By: 
DATE: 12/10/18

By: 
DATE: DEC. 17, 2018

By: _____
DATE: _____

San Bernardino Valley College

701 South Mount Vernon • San Bernardino, CA 92410 • (909) 384-4400



Area of Work

FREE PARKING
Pro Swap Meet

Check our website: www.valleycollege.edu
for map updates.

Revised 6-16

- INDICATES CONSTRUCTION AREAS
- ← ARROWS DESIGNATE STUDENT PARKING LOT ENTRANCES
- \$ INDICATES PARKING PERMIT DISPENSER
- 2 INDICATES APPROVED SMOKING AREAS (6)
This is a smoke-free campus - smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570; Government Code #7597)

Building Symbols	
AD/SS.....	Administration/Student Services
ART.....	Art Center
AUD.....	Auditorium
B.....	Business
BOOK.....	Bookstore
CC.....	Campus Center
CDC.....	Child Development Center
CTS.....	Computer Technology Services
G.....	Gym
HLS.....	Health & Life Science
LA.....	Liberal Arts
LIB.....	Library
MC.....	Media/Communications
MCHS.....	Middle College High School
M&O.....	Maintenance & Operations
NH.....	North Hall
O.....	Observatory
PL.....	Planetarium
PS.....	Physical Sciences
SHS.....	Student Health Services
T.....	Technical
TRAN.....	Transportation Center

DISTRICT POLICE
Campus Center Rm. 100
(909) 384-4491

Parking permits/decals are required to park in all parking lots and on all college streets.

Parking in disabled stalls requires a valid California disabled placard and a valid SBCCD parking permit/decal.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Hussain Agah, Director, Facilities Planning & Construction
DATE: January 10, 2019
SUBJECT: Consideration of Approval of Non-Bond Construction Change Orders and Contract Amendments

RECOMMENDATION

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

03-1718-12 Light Tubes & DWH at the District Office						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
SD Stature Construction	CO-01	\$171,480	\$0	\$5,306.00	\$176,786	3.09

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 \$5,306.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The cost of this change order is included in the Capital Outlay budget and is funded by the Proposition 39 Clean Energy Jobs Act.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

03-1718-12
Project Number

Capital Facilities Program Management

CO - 01

CHANGE ORDER

Original Contract Amount: **\$171,480.00**
 Amount of Previous Contract Amendments: **\$0.00**
 Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Community College District</u>	Date:	<u>12/5/2018</u>
Project Description:	<u>Light Tubes at the District Occie (DO)</u>	Contract No.:	<u>General Contractor</u>
To (Contractor):	<u>SDSTATURE</u>	Attn:	<u>Hammed Ardalani</u>

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

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

Description of Work:

This change order includes additional scopes of work for the general contractor generated from unforeseen field conditions encountered and identified during construction operations. These items were not included in the original contract documents and noted after the bid and execution of the general contractor contract.

Contract Change Order No. 01: Item 1.1- 1.4

TOTAL COST of CONTRACT CHANGE ORDER CO1: \$5,306.00

Reason for Change:

1 F-4: BUILDING COST, UNFORESEEN FIELD CONDITION, DISTRICT ADDED OR DELETED/REDUCED SCOPE - District Generated

Initiator of Change:

1 Project Coordination

The original Base Contract Sum was:	<u>\$171,480.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.O. 01 will be increased by:	<u>\$5,306.00</u>
The revised BASE Contract Sum:	<u>\$176,786.00</u>
Net change by previous authorized Change Order(s):	<u>\$0.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$176,786.00</u>
The revised Contract Amount, including this Contract Change Order is, therefore:	<u>\$176,786.00</u>
The contract TIME due to C.O. 01 will be increased by:	<u>0</u> calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore	<u>14-Oct-18</u>
SBCCD Change Order No. <u>01</u> includes Item Number(s):	<u>1.1 - 1.4</u>

This Contract Change Order is not valid until signed by both the-Architect and the District Representative (on behalf of the San Bernardino 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
	Ken Salyer - HMC Architect	12/6/18
	Farrah Farzaneh- SBCCD Sustainability and Energy Manager	12/6/18
	Jose F. Torres, Executive Vice Chancellor	
	Hammed Ardalani - SD Stature <small>Printed Name/Title</small>	12/5/18

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

CHANGE ORDER NO. 01

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
1.1	Rigid Vertical struts replacement on the side of the joist that need to be doubled. PCO 1	F-4	100		\$1,280.64	\$1,281
1.2	Needed to add 60 Pcs Simpson LSTA15 Straps.PCO 2	F-4	100		\$2,106.49	\$2,106
1.3	Need to relocate 3 vent locations which conflicted with the proposed Solatube locations.PCO 3	F-4	100		\$750.00	\$750
1.4	Modification of HVAC duct.PCO 4	F-4	100		\$1,168.44	\$1,168
Subtotal						\$5,306
TOTAL CONTRACT CHANGE ORDER # 01						\$5,306

CODE LEGEND

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

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

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Ashley Gaines, Executive Director EDCT Foundation

DATE: January 10, 2019

SUBJECT: Consideration of Approval to Ratify the SBCCD Master Agreement with EDCT Foundation, Amended Articles of Incorporation, and Bylaws of the Inland Futures Foundation

RECOMMENDATION

It is recommended that the Board of Trustees approve the ratification of the SBCCD Master Agreement with EDCT Foundation, Amended Articles of Incorporation, and Bylaws of the Inland Futures Foundation.

OVERVIEW

The action taken is necessary to reflect a broader purpose and a new name for the unified auxiliary foundation.

ANALYSIS

On April 12, 2018, the Board of Trustees granted approval of the transition to one unified auxiliary foundation for the District. The Foundation Board approved the District's Master Agreement with EDCT Foundation, Amended Articles of Incorporation, and Bylaws January 3, 2019.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

To be determined.

RESTATED ARTICLES OF INCORPORATION

The undersigned certify that:

1. They are the Chair of the Board and Secretary, respectively, of the Economic Development and Corporate Training Foundation, a California nonprofit public benefit corporation.
2. The Articles of Incorporation of this corporation are amended and restated to read as follows:

I.

The name of this ~~Corporation~~corporation is ~~ECONOMIC DEVELOPMENT AND CORPORATE TRAINING INLAND FUTURES~~ FOUNDATION OF THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT.

II.

A. This ~~Corporation~~corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. ~~It is organized under the Nonprofit Public Benefit Corporation Law exclusively for public and charitable purposes within the meaning of Internal Revenue Code Section 501(c)(3) or the corresponding provision of any future federal tax code.~~

B. This ~~Corporation~~corporation is created to support the ~~Economic Development and Corporate Training (“EDCT”) programs of the~~ San Bernardino Community College District ~~(“the “District”);”) as a recognized “auxiliary organization” of the District as provided in Sections 72670 through 72682 of the Education Code, as such law may be amended from time to time. This Corporation~~If the District’s Governing Board takes official action to revoke this corporation’s authorization as an auxiliary organization of the District, then this corporation’s Board of Directors shall expeditiously dissolve and wind up this corporation’s operations. This corporation shall operate in compliance with District policy and procedures, and with provisions of law pertaining to auxiliary organizations of community college districts, Sections 72670 et. seq. of the Education Code and Sections 59255 et. seq. of Title 5 of the California Code of Regulations, as such policies, statutes, and regulations may be amended from time-to-time.

C. The specific purpose of this ~~Corporation~~corporation is to ~~provide activities which are an integral part of benefit the not-District by providing resource development for credit educational programs of the EDCT programs, such as through obtaining grants-economic development, broadcast media, and strategic initiatives.~~

III.

A. This ~~Corporation~~corporation is organized and operated exclusively for public and charitable purposes within the meaning of Section ~~501(c)(3)~~ of the Internal Revenue Code, or the corresponding section of any future federal tax code.

B. No substantial part of the activities of this ~~Corporation~~corporation shall consist of ~~carrying on~~lobbying or propaganda, or otherwise attempting to influence legislation, except as provided in Section 501(h) of the Internal Revenue Code or the corresponding section of any future federal tax code, and this ~~Corporation~~corporation shall not participate in or intervene in any political campaign (including the publishing or distribution of statements) on behalf of or in opposition to any candidate for public office.

C. Notwithstanding any other provision of these ~~Articles, this Corporation~~articles, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation, and the corporation shall not carry on any other activities not permitted to be carried on: (i) by a corporation exempt from federal income tax under Section-501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code; or (ii) by a corporation, contributions to which are deductible under Section-170(c)(2) of the Internal Revenue Code, or the corresponding section of any future-federal tax code.

IV.

A. The property of this ~~Corporation~~corporation is irrevocably dedicated to public and charitable purposes and no part of the net earnings or assets of this ~~Corporation~~corporation shall inure to the benefit of (or be distributable to) any director or officer of this ~~Corporation~~corporation or other private person, except that this ~~Corporation~~corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of its charitable purposes.

B. Upon the dissolution or winding up of this ~~Corporation~~corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this ~~Corporation~~corporation shall be distributed to the District for public and charitable purposes. In the alternative, the ~~District~~District's Governing Board-~~of Trustees~~ may designate a District nonprofit fund, foundation, or corporation which is organized and operated exclusively for charitable purposes and which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, to receive such assets. In the event that the District does not accept any asset of this ~~Corporation~~corporation on dissolution or designate a recipient, then any such asset shall be distributed to a nonprofit fund, foundation, or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

3. The foregoing amendment and restatement of Articles of Incorporation has been duly approved by this corporation's Board of Directors.

4. This corporation has no members.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

DATE: January __, 2019

_____, Chair of the Board

_____, Secretary

AMENDED AND RESTATED BYLAWS
OF
ECONOMIC DEVELOPMENT AND CORPORATE TRAINING INLAND FUTURES
FOUNDATION OF THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
A California Nonprofit Public Benefit Corporation

**BYLAWS
OF
ECONOMIC DEVELOPMENT AND CORPORATE TRAINING INLAND FUTURES
FOUNDATION OF THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
A California Nonprofit Public Benefit Corporation**

ARTICLE 1. NAME AND OFFICES.

1.01. Name. ~~This~~The name of this corporation ~~shall be, formerly~~ known as the Economic Development and Corporate Training Foundation ~~(“, shall be Inland Futures Foundation of the San Bernardino Community College District (hereinafter the “Corporation” or the “Foundation”).~~

1.02. Principal Office. The principal office of the Corporation shall be initially located at ~~444 South Del Rosa Drive~~1601 E. Third Street, Suite 102, San Bernardino, California 92408.

1.03. Other Offices. Branch or subordinate offices may be established by the Board of Directors at any time and at any place or places.

ARTICLE 2. OBJECTIVES AND PURPOSES.

2.01. Auxiliary Organization./General Purpose. The Corporation has been formed under the California Nonprofit Public Benefit Corporation Law for public and charitable purposes and to support the San Bernardino Community College District (“District”) as a recognized “auxiliary organization” of the District as provided in Sections 72670 through 72682 of the *Education Code*, as such law may be amended from time-~~to-~~time. This Corporation shall operate in compliance with District Board Policy and Administrative Procedures, and with provisions of law pertaining to auxiliary organizations of community college districts, Sections 72670 *et. seq.* of the *Education Code*, and Sections 59255 *et. seq.* of Title 5 of the *California Code of Regulations*, as such policies, procedures, statutes, and regulations may be amended from time-to-time.

2.02. Specific Purpose. ~~The specific~~This Corporation is not organized for the private gain of any person. Within the context of the general purpose of stated above, this Corporation is organized and at all times hereafter shall be operated exclusively to benefit the San Bernardino Community College District in the following manner: (1) to provide activities which are an integral part of the not-for-profit credit educational programs of the District’s Economic Development and Corporate Training (“EDCT”) programs.—These, such as through obtaining grants, (2) to provide support to the District’s KVCR operations such as by fundraising, marketing, and internships for District students, (3) to provide general financial and community support to the District, and (4) to assist and by providing resource development to the District to support the District in the attainment of its educational, cultural and scientific goals and in assisting and supporting it in fulfilling its role in serving the community of which it is a part. The

Corporation's activities to fulfil the above purposes may include, but are not limited to, improving facilities and equipment to benefit EDCT program trainees; providing financial assistance to EDCT program trainees and/or scholarships to District students; developing workshops, conferences, institutes, and other mission related activities; fundraising and alumni activities; gifts, bequests, endowments, and trusts; public relations; and seeking and applying for grants—to further its mission including providing resource development for economic development, broadcast media, and strategic initiatives.

2.03. Limitations. No substantial part of the activities of the Corporation shall consist of ~~carrying on~~lobbying or propaganda, or otherwise attempting to influence legislation, except as provided in Section 501(h) of the Internal Revenue Code of 1986, and the Corporation shall not participate or intervene (including publishing or distributing statements) in any political campaign on behalf of (or in opposition to) any candidate for public office. The Corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the public and charitable purposes described in its Articles of Incorporation.

ARTICLE 3. MEMBERS.

3.01. The Corporation shall have no “members” as that term is defined by Corporations Code Section 5056 and shall be governed solely by its Board of Directors in accordance with these Bylaws. Pursuant to Section 5310 of the Corporations Code, any action which would otherwise require approval by a majority of all such members, shall instead require the approval by a majority of the Board of Directors.

ARTICLE 4. DIRECTORS.

4.01. Powers. Subject to the limitations stated in the Articles of Incorporation, these Bylaws and the Nonprofit Corporation Law, and subject to the duties of directors as prescribed by the Nonprofit Corporation Law, all corporate powers shall be exercised by or under the direction of, and the business and affairs of the Corporation shall be managed by, the Board of Directors. The individual directors shall act only as members of the Board of Directors, and individually shall have no power to act alone. As an auxiliary organization of the District, the Corporation shall comply with the Board Policies and Administrative Procedures of the District.

4.02. Number of Directors. The Corporation shall have a Board of Directors composed of ~~up to~~not less than fifteen (15) but no more than twenty five (25) directors. The exact number of authorized directors shall be twenty one (21) until changed by resolution of the Board of Directors. Directors are collectively to be known as the Board of Directors. ~~These numbers may be changed by a bylaw duly adopted amending this section.~~The authorized board members shall include five ex officio directors, who shall be the Chancellor of the District, the Executive Vice Chancellor of the District, the Vice Chancellor of the District, the General Manager of KVCR, and the District's Executive Director of EDCT. The remainder of the members of the Board of Directors shall be elected by the current sitting Board of Directors.

4.03. Selection, Tenure of Office, and Vacancies. Each non-ex officio director shall hold office for a term of three years and until his or her successor is appointed and qualified, ~~except for the initial directors of the Corporation, and except as set forth in Article 4.05. At the first regular meeting of the Board of Directors, the directors shall be divided by lot into three classes, to include up to five (5) directors each and whose terms shall begin on the date of such meeting. The members of the first, second, and third classes shall hold office for a term of one, two, and three years, respectively, and until their successors are appointed and qualified. At the first meeting following the expiration of the term of a director, the Board shall proceed to fill the vacancy.~~ The affirmative vote of a majority of a quorum of the Board of Directors shall be necessary to appoint a new director who is not an ex officio director.

4.04. Vacancies. Vacancies in the Board of Directors occurring other than by expiration of term shall be filled by appointment by the remaining directors in the same manner as the appointment of directors is made at expiration of the term of a director. Such vacancies may be filled at any regular meeting of the Board of Directors or at any special meeting called for that purpose and a director elected shall hold office for the unexpired term of the director whom he or she succeeds. Any non-appointed and/or non-ex officio director may be removed from office without cause by a majority vote of the total number of voting directors then in office.

~~**4.05. District's Board of Trustees' Appointment of Three Directors.** Notwithstanding the provisions of Sections 4.03 and 4.04 of these Bylaws, *supra*, three (3) seats on the Board of Directors shall be reserved for the District's Board of Trustees to appoint three (3) of its Trustees to the Corporation's Board of Directors. The term of the Directors appointed by the District's Board of Trustees shall be one year.~~

~~**4.06.**~~ **4.05. Chair and Vice-Chair of the Board of Directors.** The Board of Directors shall annually elect a Chair and a Vice-Chair from among the directors. The Chair of the Board of Directors shall, if present, preside at all meetings of the Board of Directors and exercise and perform such other powers and duties as may be, from time-to-time, assigned to the Chair of the Board of Directors or prescribed by these Bylaws. The Vice-Chair shall preside at any meeting of the Board of Directors in the absence of the Chair. The Corporation's Secretary (section 7.08) shall be responsible for keeping minutes.

~~**4.07.**~~ **4.06. Compensation.** Directors shall serve without compensation, but may be reimbursed for the cost of travel to conferences or other Corporation-related activities subject to the Board Policies and Administrative Procedures of the District.

~~**4.08.**~~ **4.07. Restriction on Interested Directors.** Not more than forty-nine percent of the persons serving on the Board at any time may be interested persons. An interested person is: (a) any person compensated by the Corporation for services rendered to it other than those performed as a Director within the previous twelve months, whether as a full-time or part-time employee, independent contractor, or otherwise; (b) any shareholder, employee or officer of any corporation, or partner or employee of any partnership, which has rendered compensated services to the Corporation within the previous twelve months; and (c) any brother, sister, ancestor,

descendant, spouse, brother-in-law, sister-in-law, mother-in-law, or father-in-law of any person described in (a) or (b) hereof. Any violation of the provisions of this paragraph shall not, however, affect the validity or enforceability of any transaction entered into by the Corporation.

4.09.4.08. Nonliability for Debts. The private property of the Directors shall be exempt from execution or other liability for any debts, liabilities or obligations of the Corporation, and no Director shall be liable or responsible for any debts, liabilities or obligations of the Corporation.

4.10.4.09. Indemnity by Corporation for Litigation Expenses of Officers and Directors. To the fullest extent permitted by law, the Corporation shall indemnify any present or former director, officer, employee or other “agent” of the Corporation, as that term is defined in Section 5238 of the *Corporations Code*, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any “proceeding,” as that term is used in Section 5238 of the *Corporations Code*, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in Section 5238 of the *Corporations Code*. “Expenses,” as used in this bylaw, shall have the same meaning as in Section 5238(a) of the *Corporations Code*. Expenses incurred in defending any proceeding may be advanced by the Corporation as authorized in Section 5238 of the *Corporations Code* prior to the final disposition of such proceeding, upon receipt of an undertaking by or on behalf of the director or officer to repay such amount unless it shall be determined ultimately that the director or officer is entitled to be indemnified.

4.11.4.10. Insurance. The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer’s, director’s, employee’s or agent’s status as such. The Corporation shall obtain liability insurance or the equivalent of insurance which covers the directors and officers issued either in the form of a general liability policy or a director’s and officer’s liability policy consistent with the requirements in Section 5239 of the *Corporations Code*.

ARTICLE 5. MEETINGS.

5.01. Ralph M. Brown Act. All meetings of the Board of Directors, including, without limitation, regular, adjourned regular, special, and adjourned special meetings shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950) of the *Government Code*, or any successor legislation hereinafter enacted (“Brown Act”).

5.02. Regular Meetings. The Board of Directors shall hold at least one business meeting every quarter, pursuant to Section 72674 of the *Education Code*.

5.03. Telephonic Meetings. Subject to the provisions of the Brown Act governing teleconferencing, members of the Board of Directors may participate in a

regular or special meeting through use of conference telephone or similar communications equipment, so long as all members participating in such meeting can hear one another.

5.04. Quorum. A majority of the currently appointed directors shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present shall be the act of the Board of Directors, unless the Articles, these Bylaws, or the Nonprofit Corporation Law specifically requires a greater number. In the absence of a quorum at any meeting of the Board of Directors, a majority of the directors present may adjourn the meeting as provided in Section 5.05 of these Bylaws.

5.05. Adjournment. Subject to the provisions of the Brown Act governing adjournment, any meeting of the Board of Directors, whether or not a quorum is present, may be adjourned to another time and place by the vote of a majority of the directors present.

5.06. Inspection Rights. Every director shall have the absolute right at any time to inspect, copy and make extracts of, in person or by agent or attorney, all books, records and documents of every kind and to inspect the physical properties of the Corporation.

ARTICLE 6. COMMISSIONS/COMMITTEES.

6.01. Commissions/Committees of the Board of Directors. Subject to the provisions of the Brown Act, the Board of Directors may create committees or commissions.

6.02. Executive Committee. The Board of Directors shall appoint and create an Executive Committee consisting of five members of the Board. The Executive Committee shall generally be delegated the powers of the Board of Directors, subject to the decisions of the Executive Committee being ratified by the Board of Directors. The Executive Committee shall consist of the Chairman of the Foundation Board, the Vice Chairman of the Foundation Board, the Executive Vice Chancellor of the District who also serves ex officio as the Foundation Treasurer, the Vice Chancellor of the District who also serves ex officio as the Foundation Secretary, and one other member of the Foundation Board of Directors as shall be selected by majority vote of the Foundation Board of Directors.

6.03. Finance Committee. The Board of Directors shall appoint and create a Finance Committee consisting of four members of the Board. The Finance Committee shall consist of the committee chairman, who shall be the Executive Vice Chancellor of the District who also serves ex officio as the Foundation Treasurer, and three additional members of the Foundation Board of Directors as shall be selected by majority vote of the Foundation Board of Directors.

6.04. Membership Committee. The Board of Directors shall appoint and create a Membership Committee consisting of four members of the Board. The

Membership Committee shall consist of the committee chairman, who shall be the Vice Chancellor of the District who also serves ex officio as the Foundation Secretary, and three additional members of the Foundation Board of Directors as shall be selected by majority vote of the Foundation Board of Directors.

6.05. Fundraising Committee. The Board of Directors shall appoint and create a Fundraising Committee consisting of four members of the Board. The Membership Committee shall consist of four members of the Foundation Board of Directors as shall be selected by majority vote of the Foundation Board of Directors.

6.06. KVCR Commission. The Board of Directors shall appoint and create a KVCR Committee Commission consisting of at least one Foundation Director and such number of additional members as shall be determined by the Foundation Board. KVCR Committee Commission members shall have a vested interest in supporting the KVCR mission and objectives. The Foundation Board shall appoint one of its members to serve as chairman of the KVCR Committee Commission and shall appoint the remainder of the KVCR Committee Commission. Each member of the KVCR Committee Commission shall serve two year terms, subject to removal by the Foundation Board.

6.07. Economic Development Commission. The Board of Directors shall appoint and create an Economic Development Committee Commission consisting of at least one Foundation Director and such number of additional members as shall be determined by the Foundation Board. Economic Development Committee Commission members shall have a vested interest in supporting the Economic Development mission and objectives. The Foundation Board shall appoint one of its members to serve as chairman of the Economic Development Committee Commission and shall appoint the remainder of the Economic Development Committee Commission. Each member of the Economic Development Committee Commission shall serve two year terms, subject to removal by the Foundation Board.

6.08. FNX Commission. The Board of Directors shall appoint and create a FNX Committee Commission consisting of at least one Foundation Director and such number of additional members as shall be determined by the Foundation Board. FNX Committee Commission members shall be Tribal and other Stakeholders with a vested interest in investing in, promoting, advancing, and contributing to the FNX mission and objectives. The Foundation Board shall appoint one of its members to serve as chairman of the FNX Committee Commission and shall appoint the remainder of the FNX Committee Commission. Each member of the FNX Committee Commission shall serve two year terms, subject to removal by the Foundation Board.

6.09. Chancellor's Commission. The Board of Directors shall appoint and create a Chancellor's Committee Commission consisting of at least one Foundation Director and such number of additional members as shall be determined by the Foundation Board. Chancellor's Committee Commission members shall have a vested interest in investing in, supporting the District's mission and various student success initiatives. The Foundation Board shall appoint one of its members to serve as

chairman of the Chancellor's Committee Commission and shall appoint the remainder of the Chancellor's Committee Commission. Each member of the Chancellor's Committee Commission shall serve two year terms, subject to removal by the Foundation Board.

6.02-6.10. Minutes and Reports. Each committee or commission shall keep regular minutes of its proceedings, which shall be filed with the Secretary. All action by any committee Commission shall be reported to the Board of Directors at the next meeting thereof and shall be subject to revision and alteration by the Board of Directors.

6.03-6.11. Meetings. Subject to the requirements of the Brown Act, and except as otherwise provided in these Bylaws or by resolution of the Board of Directors, each committee or commission shall adopt its own rules governing the time and place of holding and the method of calling its meetings and the conduct of its proceedings and shall meet as provided by such rules, and it shall also meet at the call of any member of the committee or commission.

6.04-6.12. Term of Office of Committee Commission Members. Each committee Commission member shall serve at the pleasure of the Board of Directors but not to exceed such committee Commission member's term as a director.

ARTICLE 7. OFFICERS.

7.01. Officers. The officers of the Corporation shall be ~~an Executive Director a~~ President, a Chief Financial Officer who shall hold title of Treasurer, a Secretary, and such other officers as the Board of Directors may appoint in accordance with the provisions of Section 7.03 of these Bylaws. ~~These officers may be~~ The Executive Vice Chancellor of the District shall serve ex officio as Treasurer and the Vice Chancellor of the District shall serve ex officio as Secretary. All officer positions may be held by employees of the District and may be eligible for reassigned time from the usual District assignments to fulfill their responsibilities for the Corporation. They will receive no additional compensation for their work for the Corporation. At such time as the Corporation determines the need for full-time staff, the recruitment will be conducted following the processes of the District's Office of Human Resources.

7.02. Appointment of Officers. The officers of the Corporation, except for such officers as may be appointed in accordance with the provisions of Section 7.03 of these Bylaws, shall be appointed by the Board of Directors to one year terms pursuant to an annual election. Notwithstanding the above, the appointment of one or more officers may be continued to a regular meeting or special meeting held within six weeks of the one year appointment anniversary, in which case the term of the incumbent officer shall be continued until the new appointment is made.

7.03. Subordinate Officers. The Board of Directors may appoint such other officers as the business of the Corporation may require, each of whom shall hold office for such period, have such authority and perform such duties as are required in these Bylaws or as the Board of Directors may from time-to-time determine.

7.04. Resignation. Any officer may resign at any time by giving written notice to the Corporation, subject to the rights, if any, of the Corporation under any contract to which the officer is a party. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

7.05. Removal of Officers. Any officer may be removed, either with or without cause, by a majority of the directors then in office at any regular or special meeting of the Board of Directors, or by any officer upon whom such power of removal may be conferred by the Board of Directors.

7.06. Vacancies. A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these Bylaws for regular appointments to such office.

7.07. ~~Executive Corporation President.~~ The President shall be the Corporation's Director of Resource Development. The ~~Executive Director~~President shall be responsible for the day-to-day administration of the Corporation, and shall have such other powers and perform such duties as may be prescribed by the Board of Directors or by these Bylaws. These duties must be ~~carried~~conducted with the managerial oversight of the District's Chancellor or their designee and ~~following them~~must be in accordance with all Board ~~Policies~~Policies and Administrative Procedures of the District.

7.08. Secretary. The Secretary shall keep, or cause to be kept, a book of minutes in written form of the proceedings of the Board of Directors and the committees and commissions of the Board of Directors. The Secretary shall give, or cause to be given, notice of all meetings of the Board of Directors required by these Bylaws or by law to be given, and shall cause the seal of the Corporation to be kept in safe custody, and shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or these Bylaws.

7.09. Treasurer. The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and records of account in written form or any other form capable of being converted into written form. The Treasurer shall deposit all monies and other valuables in the name and to the credit of the Corporation with such depository or depositories as may be designated by the District. The Treasurer shall render to the Chair and directors whenever they request an account of all of the Treasurer's transactions as the Treasurer, and of the financial condition of the Corporation, and shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or by these Bylaws.

ARTICLE 8. BOOKS AND RECORDS.

8.01. Books and Records. The Corporation shall keep adequate and correct books and records of account and minutes of the proceedings of the Board of Directors

and of the committees and commissions of the Board of Directors. The Corporation is subject to the Richard McKee Transparency Act of 2011, Sections 72690 *et. seq.* of the *Education Code*.

8.02. Form of Records. Minutes shall be kept in written form. Other books and records shall be kept either in written form or in any other form capable of being converted into written form. If any record subject to inspection pursuant to the Nonprofit Corporation Law is not maintained in written form, a request for inspection is not complied with unless and until the Corporation, at its expense, makes such record available in written form.

8.03. Audit. The Corporation shall be a part of the District's annual certified audit performed by the certified public accountant, pursuant to Section 72672(a) of the *Education Code*. The Corporation shall submit the audit report to the District's Board of Trustees and to the State Chancellor's Office. The Corporation shall annually publish an audited statement of its financial condition which shall be disseminated as widely as feasible and be available to any person on request. Distribution of the published audited statement of the Corporation's financial condition at a regularly scheduled meeting of the District's Board of Trustees shall be deemed compliance with this requirement.

ARTICLE 9. GRANTS, CONTRACTS, LOANS, ETC.

9.01. Grants. The making of grants and contributions, and otherwise rendering financial assistance for the purposes of the Corporation, may be authorized by the Board of Directors. The Board of Directors may authorize any officer or officers, agent or agents, in the name of and on behalf of the Corporation, to make any such grants, contributions or assistance.

9.02. Deposits. The funds of the Corporation not otherwise employed shall be deposited from time-to-time to the order of the Corporation in such banks, trust companies, or other depositories as approved by the District Chancellor or his designee, in accordance with law, and with District Board Policies and Administrative Procedures.

9.03. Conflicts of Interest.

A. Pursuant to the Section 72677 of the *Education Code*, no member of the Board of Directors shall be financially interested in any contract or other transaction entered into by the Board of Directors, except as provided in Section 72678 of the *Education Code*. Specifically, such contract is permissible under Section 72678 of the *Education Code* if the fact of such financial interest is disclosed or known to the Board of Directors and noted in the minutes; the Board of Directors thereafter authorizes, approves, or ratifies the contract or transaction in good faith without counting the vote or votes of such financially interested member or members; and the contract or transaction is just and reasonable.

B. Nevertheless, pursuant to Section 72679 of the *Education Code*, no contract or transaction shall be permitted if any of the following conditions exist: (i) the contract or transaction is between the Corporation and a member of the Board of Directors; (ii) the contract or transaction is between the Corporation and a partnership or unincorporated association of which any member of the Board of Directors is a partner or in which he or she is the owner or holder, directly or indirectly, of a proprietorship interest; (iii) the contract or transaction is between the Corporation and a corporation in which any member of the Board of Directors is the owner or holder, directly or indirectly, of five percent or more of the outstanding common stock; or (iv) a member of the Board of Directors is interested in a contract or transaction, and without first disclosing such interest to the Board of Directors at a public meeting of the Board, influences or attempts to influence another member or members of the Board to enter into the contract or transaction.

C. Additionally, pursuant to Section 72680 of the *Education Code*, no member of the Board of Directors may utilize any information, not a matter of public record, which is received by the person by reason of his or her membership on the Board for personal pecuniary gain, regardless of whether he or she is or is not a member of the Board at the time such gain is realized.

ARTICLE 10. INDEMNIFICATION OF DIRECTORS AND OFFICERS.

10.01. Indemnification by Corporation.

A. For the purposes of this Section 10.01, “agent” means any person who is or was a director, officer, employee or other agent of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee or agent of another foreign or domestic corporation, partnership, joint venture, trust, or other enterprise, or was a director, officer, employee, or agent of a foreign or domestic corporation which was a predecessor corporation of the Corporation or of another enterprise at the request of such predecessor corporation; “proceeding” means any threatened, pending or completed action or proceeding, whether civil, criminal, administrative or investigative; and “expenses” includes, without limitation, attorneys’ fees.

B. The Corporation shall, to the fullest extent permitted by law, indemnify any person who was or is a party or is threatened to be made a party to any proceeding by reason of the fact that such person is or was an agent of the Corporation, against expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred in connection with such proceeding.

C. In the event entitlement to indemnification is required by law to be based upon a determination by the Board of Directors that the agent has met the standards of conduct prescribed by law, such body shall meet and shall reach a determination on the issue within a reasonable period of time after request for such body to meet is received by the Corporation from the agent.

10.02. Advancing Expenses. The Corporation may advance to each agent the expenses incurred in defending any proceeding referred to in Section 10.01 of these Bylaws prior to the final disposition of such proceeding upon receipt of an undertaking by or on behalf of the agent to repay such amount unless it shall be determined ultimately that the agent is entitled to be indemnified as authorized in Section 10.01 of these Bylaws.

10.03. Insurance. The Corporation shall have power to purchase and maintain insurance on behalf of any agent of the Corporation against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such whether or not the Corporation would have the power to indemnify the agent against such liability under the provisions of this section; provided, however, that the Corporation shall have no power to purchase and maintain such insurance to indemnify any agent of the Corporation for a violation of Section 5233 of the *Corporations Code* (relating to self-dealing transactions).

ARTICLE 11. INVESTMENTS.

11.01. Standards, Retention of Property.

A. In investing, reinvesting, purchasing, acquiring, exchanging, selling and managing the Corporation's investments, other than assets held for use or used directly in carrying out a public or charitable program of the Corporation, the Board of Directors shall follow policies and procedures of the District.

B. Unless limited by the Articles, the Corporation may continue to hold property properly acquired or contributed to it if and as long as the Board of Directors, in the exercise of good faith and of reasonable prudence, discretion, and intelligence, may consider that retention is in the best interests of the Corporation. No retention of donated assets violates this Section 11.01, where such retention was required by the donor in the instrument under which the assets were received by the Corporation, except that no such requirement may be effective more than ten years after the death of the donor.

ARTICLE 12. PURPOSES AND OPERATIONS OF THE CORPORATION.

12.01. Purposes. The business of the Corporation is to be operated and conducted in the promotion of its objects and purposes as set forth in Article II of its Articles of Incorporation.

12.02. Dedication of Assets. The income and assets of the Corporation are irrevocably dedicated to charitable purposes and no part of the net income or assets of the organization shall ever inure to the benefit of any director, officer, or member thereof, or to the benefit of any private person.

12.03. Dissolution. ~~The Corporation may be dissolved by vote of the District's Board of Trustees~~The Corporation may be dissolved by vote of the Board of Directors in accordance with the Corporations Code. Additionally, if the District's Board of Trustees

takes official action to revoke the Corporation's authorization as an auxiliary organization of the District, then the non-ex officio directors shall be deemed to have immediately tendered their resignations from the Board of Directors and shall be relieved of all duties to the Corporation. The ex officio Directors shall then take the steps necessary to expeditiously dissolve the Corporation and wind up its operations.

12.04. Merger. The Corporation may merge with other corporations organized solely for nonprofit purposes, qualified and exempt from federal taxation pursuant to the Internal Revenue Code, Section 501(c)(3) of 1986 and from State taxation, upon compliance with the provisions of California law relating to merger and consolidation and only with the approval of the District's Board of Trustees.

12.05. -Restrictions. No substantial part of the activities of the Corporation shall consist of lobbying, carrying on propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

ARTICLE 13. SEAL AND FISCAL YEAR.

13.01. Seal. The Board of Directors may adopt a corporate seal which shall be in the form of a circle and shall bear the full name of the Corporation and the year and state of its incorporation.

13.02. Fiscal Year. The fiscal year of the Corporation shall be July 1 through June 30.

ARTICLE 14. EXEMPT ACTIVITIES.

14.01. Notwithstanding any other provision of these Bylaws, no Director, officer, employee, or agent of the Corporation shall take any action or carry on any activity by or on behalf of the Corporation not permitted to be carried on by an organization exempt from Federal income tax under Section 501(3) of the Internal Revenue Code or by an organization to which contributions are deductible under Section 170(c)(2) of the Internal Revenue Code.

ARTICLE 15. AMENDMENTS.

15.01. New Bylaws may be adopted or these Bylaws may be amended or repealed by the affirmative vote of a majority of the authorized number of directors of the Board of Directors or by the written consent thereof, except as otherwise provided by law or by the Articles of Incorporation. The Articles of Incorporation may likewise be amended by the affirmative vote of a majority of the authorized number of directors of the Board of Directors or by the written consent thereof, except as otherwise provided by law or by the Articles of Incorporation. Notwithstanding the foregoing, amendment of these Bylaws or the Articles of Incorporation must be ratified by the District's Board of Trustees to become effective.

CERTIFICATE OF SECRETARY

I, _____, hereby
certify that:

I am the duly elected and acting Secretary of the ~~Economic Development and Corporate Training~~Inland Futures Foundation of the San Bernardino Community College District, a California nonprofit public benefit corporation; and

The foregoing Amended and Restated Bylaws, consisting of ~~40~~12 pages are the Bylaws of this corporation as adopted by the Board of Directors on _____; January 3, 2019; and these Bylaws have not been amended or modified since that date.

Executed on _____, ~~2015~~January 3, 2019 at San Bernardino, California.

_____, Secretary

Master Agreement
for Economic Development and Corporate Training Inland Futures
Foundation of the San Bernardino Community College District

1. Parties. This Master Agreement (“Agreement”) is between the San Bernardino Community College District (“District”), through its Board of Trustees, on the one hand, and the Inland Futures Foundation of the San Bernardino Community College District, formerly known as the Economic Development and Corporate Training Foundation (“the “Foundation”), through its Board of Directors, on the other hand. The District and the Foundation are referred to herein as “Party” and collectively as “Parties.”

~~of Directors, on the other hand. The District and the Foundation are referred to herein as “Party” and collectively as “Parties.”~~

2. Legal Authority. This Agreement is made pursuant to Section 59257 of Title 5 of the California Code of Regulations and Section 72670 of the Education Code.

3. Term. This Agreement will commence on ~~July 1, 2014,~~ , 2019, and will terminate on ~~June 30, 2019,~~ , 20 , unless extended by mutual consent of the Parties. The Foundation agrees to maintain its existence throughout the term of this Agreement.

4. Prior Agreements. This Agreement replaces and supersedes any prior agreements between the District and the Foundation.

5. District’s Recognition of the Foundation. By approving this Agreement, the District’s Board of Trustees hereby affirms its recognition of the Foundation as an “auxiliary organization” within the meaning of Section 72670(e) of the Education Code.

6. Functions and Purpose of the Foundation. The Parties agree and understand that the functions and specific purpose of the Foundation is to provide ~~activities which are an integral part of the not-for-credit educational programs of the District’s Economic Development and Corporate Training (“EDCT”) programs support for the District by providing resource development for economic development, broadcast media, and strategic initiatives.~~ The Parties further agree and understand that the functions undertaken by the Foundation are more effectively and efficiently performed by the Foundation than by the District under usual District procedures, pursuant to Section 59257(j)(2) of Title 5 of the California Code of Regulations.

7. Services and Programs. In furtherance of the Foundation’s purpose, the Foundation may develop and operate services and programs, including those related to (a) the District’s ~~EDCT~~ economic and workforce development programs; (b) ~~District facilities broadcast media through KVCR and equipment; FNX~~ (c) loans, scholarships, and grants-in-aids for District students; (d) workshops, conferences, institutes, and federal projects;

(e) alumni activities; (f) gifts, bequests, devises, endowments, and trusts; (g) public relations; and (h) seeking and applying for grants. ~~All other educational and student services functions at the colleges are to be performed exclusively by the District.~~

8. Acceptance of Gifts. The Foundation may not accept any grant, contract, bequest, trust, or gift unless it is so conditioned that it may be used only for purposes consistent with this Agreement, ~~District policy~~ and regulations; and law.

9. Legal Compliance. The Foundation agrees to operate in compliance ~~with District policy and regulations,~~ and with provisions of law pertaining to auxiliary organizations of community college districts, Sections 72670 et. seq. of the Education Code and Sections 59255 et. seq. of Title 5 of the California Code of Regulations.

~~59255 et. seq. of Title 5 of the California Code of Regulations.~~

10. Board of Directors. The Foundation shall have a Board of Directors composed of ~~ninety-one~~ directors, ~~at least three~~ of whom shall be District employees. The ~~Foundation~~ Foundation's Board of Directors shall hold at least one business meeting every quarter, pursuant to Section 72674 of the Education Code. The Foundation Board of Directors shall have the benefit of the advice and counsel of at least one attorney admitted to practice law in California, and at least one licensed certified public accountant. Neither the attorney nor the certified public accountant need be members of the ~~Foundation~~ Foundation's Board of Directors. The ~~Foundation~~ Foundation's Board of Directors, and all standing committees/commissions of the Foundation, shall be subject to the Ralph M. Brown Act, Sections 54950 et. seq. of the Government Code. Minutes shall be kept of all meetings.

~~54950 et. seq. of the Government Code. Minutes shall be kept of all meetings.~~

11. Public Records. The Parties understand that the Foundation is subject to the Richard McKee Transparency Act of 2011, Sections 72690 et. seq. of the Education Code.

12. Audit. The Foundation shall select a certified public accountant and contract for an annual audit performed by the certified public accountant, pursuant to Section 72672(a) of the Education Code. The Foundation shall submit the audit report to the District's Board of Trustees and to the State Chancellor's Office. The Foundation shall annually publish an audited statement of its financial condition which shall be disseminated as widely as feasible and be available to any person on request. Distribution of the published audited statement of the Foundation's financial condition at a regularly scheduled meeting of the District Board of Trustees shall be deemed compliance with this requirement. Also, the District Board of Trustees shall insure that an annual audit is conducted on the Foundation, and that the audit report is submitted to the State Chancellor's Office, pursuant to Section 72672(a) of the Education Code and Section 59265(a) of Title 5 of the California Code of Regulations. The Foundation may rely on the audit contracted for by the District, with the cost of auditing the Foundation to be paid for by the Foundation.

13. **Annual Report.** In addition to the annual audit report required by Section 12 of this Agreement, the Foundation shall provide to the District Board of Trustees an annual report detailing the Foundation's activities.

14. **Foundation Expenditures.** The ~~Foundation~~Foundation's Board of Directors, at a duly noticed meeting, shall approve or ratify all expenditures of the Foundation. The District Chancellor or his designee, reporting to the District Board of Trustees, shall be responsible for ascertaining that all expenditures are in accordance with this Agreement, ~~District policy,~~ and regulations, for the propriety of Foundation expenditures, and for the integrity of the Foundation's financial reporting, pursuant to Section 72672(b) of the Education Code.

~~reporting, pursuant to Section 72672(b) of the Education Code.~~

15. **Employees.** The Foundation may hire its own employees and provide salaries, working conditions, and benefits for full-time employees in compliance with Section 72672(c) of the Education Code. If District employees provide services to the Foundation, on either a full-time or part-time basis, then, pursuant to Section 59257(j)(6) of Title 5 of the California Code of Regulations, the Foundation shall reimburse the District in full for the District's personnel costs. No more than fifty percent (50%%) of the Foundation's reimbursement to the District may be made in the form

of non-monetary benefits that the Foundation provides to the District; such non-monetary benefits shall be assigned a good-faith reimbursement value by the District. The Foundation may provide monetary benefits to the District either directly, or indirectly. Non-monetary
benefits that the Foundation provides to the District may include intangible benefits such as developing goodwill towards the District or increased community awareness of District programs. During the term of this Agreement, District employees will provide services to the Foundation as set forth in Appendix "A" to this Agreement which may be modified by the Parties from time-to-time.

16. **Recordkeeping.** The Foundation shall be responsible for maintaining adequate records.

17. **Transfer of District Funds.** Pursuant to Section 59257(i) of Title 5 of the California Code of Regulations, the District shall not transfer any of its funds or resources, other than funds or resources derived from gifts or bequests, to the Foundation, when the purpose of such transfer is either to avoid laws or regulations which constrain community college districts or to provide the District with an unfair advantage with respect to the application of any state funding mechanism. However, the District, at its sole discretion, may transfer to the Foundation, funds determined to be necessary to meet the operational expenditures of the Foundation based on a budget that has been approved by the District Board of Trustees.

18. **Foundation's Use of District Facilities.** The District hereby grants to the Foundation permission to use the District facilities ("Facilities") set forth in Appendix "B" to this Agreement for the purpose of conducting business of the Foundation. Pursuant to Section 59257(j)(5) of Title 5 of the California Code of Regulations, and in consideration of the

monthly fee of \$1, payable on an annual basis, for use of these Facilities and to cover operating expenses. The Foundation shall have the right to place and attach fixtures, signs, and equipment at these Facilities, as authorized in writing by the District Chancellor or his designee. Such fixtures, signs, and equipment shall be and remain the property of the Foundation, and shall be removed by the Foundation upon termination or expiration of this Agreement. The Foundation shall be liable for any costs incurred by the District in returning the Facilities to its original condition, upon termination or expiration of this Agreement. The District, and its agents and employees, have a right to enter these Facilities at any time. The District reserves the right to terminate the Foundation's use of the Facilities, or any portion thereof, if needed for another District purpose.

19. Indirect Costs and Operating Expenses. Pursuant to Sections 59257(j)(7) and 59257(j)(8) of Title 5 of the California Code of Regulations, the Foundation shall be liable for all indirect costs relating to federally-sponsored programs that it administers, and for maintenance and payment of the Foundation's operating expenses, unless otherwise agreed to by the District Board of Trustees.

20. Foundation Funds.- The Foundation will expend funds on an annual basis for public relations and other purposes which serve to augment District appropriations for the operation of the District, as approved by the Foundation Board of Directors. The District hereby names the District Chancellor or designee as the individual who shall file with the District Board of Trustees a statement of the Foundation's policies on the accumulation and use of public relations funds. Pursuant to Section 59257(j)(9) of Title 5 of the California Code of Regulations, this statement also will include the Foundation's policies and procedure on solicitation of funds, source of funds, amounts, purposes for which the funds will be used, allowable expenditures, and procedures of control.

21. Foundation Policies. The Foundation Board of Directors shall ensure that the Foundation has adopted policies pertaining to ethics, conflicts of interest, roles of directors, committees, mission statement, gift-acceptance, and whistle-blowing. The Foundation shall review these policies, and shall submit these policies for approval to the District Board of Trustees, on a biannual basis.

22. Foundation Bylaws and Articles of Incorporation. At least on a biannual basis, the Foundation Board of Directors shall review its Bylaws and Articles of Incorporation to ensure compliance with law, District policies and regulations, and this Agreement. Any amendments or revisions to the Bylaws or Articles of Incorporation shall be reported to the District Board of Trustees.

23. ~~Contracts.~~ The Foundation shall not enter into any contract that would obligate use of District funds or facilities without prior written approval of the District Board of Trustees.

24. Real Property. The Foundation shall not accept any gift or bequest of real property without the prior approval of the District Board of Trustees.

25. Conflict of Interest Prohibited.

(a) Pursuant to Section 72677 of the Education Code, no member of the ~~Foundation~~Foundation's Board of Directors shall be financially interested in any contract or other transaction entered into by the Board of Directors, except as provided in Section 72678 of the Education Code. Specifically, such contract is permissible under Section 72678 of the Education Code if

the fact of such financial interest is disclosed or known to the Board of Directors and noted in the minutes; the Board of Directors thereafter authorizes, approves, or ratifies the contract or transaction in good faith without counting the vote or votes of such financially interested member or members; and the contract or transaction is just and reasonable.

~~member or members; and the contract or transaction is just and reasonable.~~

(b) Nevertheless, pursuant to Section 72679 of the Education Code, no contract or transaction shall be permitted if any of the following conditions exist: (i) the contract or transaction is between the Foundation and a member of the Foundation Board of Directors; (ii) the contract or transaction is between the Foundation and a partnership or unincorporated association of which any member of the Foundation Board of Directors is a partner or in which he or she is the owner or holder, directly or indirectly, of a proprietorship interest; (iii) the contract or transaction is between the Foundation and a corporation in which any member of the Foundation Board of Directors is the owner or holder, directly or indirectly, of five percent or more of the outstanding common stock; or (iv) a member of the Foundation Board of Directors is interested in a contract or transaction, and without first disclosing such interest to the Foundation Board of Directors at a public meeting of the Board, influences or attempts to influence another member or members of the Board to enter into the contract or transaction.

(c) Additionally, pursuant to Section 72680 of the Education Code, no member of the Foundation Board of Directors may utilize any information, not a matter of public record, which is received by the person by reason of his or her membership on the Board for personal pecuniary gain, regardless of whether he or she is or is not a member of the Board at the time such gain is realized.

26. — Insurance. For its day-to-day activities, the Foundation shall be included within the District's insurance policies. When special events are sponsored by the Foundation, separate insurance coverage may be required by the District.

27. Indemnification. The Foundation agrees to indemnify, defend, and hold harmless the District, and its trustees, employees, agents, and students, from and against any loss, damage, or liability that may be suffered or incurred by the District, caused by, arising out of, or in any way connected with the Foundation's activities or use of the Facilities, except to the extent caused by the negligence or other wrongdoing of the District. The District agrees to indemnify, defend, and hold harmless the Foundation, and its directors, employees, and agents, from and against any loss, damage, or liability that may be suffered or incurred by the Foundation, caused by, arising out of, or in any way connected with the District's activities or use of the Facilities, except to the extent caused by the negligence or other wrongdoing of the Foundation.

28. Good-Standing. The District shall maintain a list of auxiliary organizations in good-standing, and after periodic review by the District of the Foundation's compliance with this Agreement and with law, the District shall include the Foundation on this list. Under Section 59263 of Title 5 of the California Code of Regulations, when the District Chancellor or his designee has reason to believe that the Foundation should be removed from this list, he or she shall give the Foundation Board of Directors reasonable notice that a conference will be held to determine whether grounds for removal do in fact exist, and representatives of the Foundation Board of Directors shall be entitled to be present at such conference and to be heard. Based upon this conference, the District Chancellor or his designee shall recommend to the District Board of Trustees whether the Foundation should be removed from the list. The District Board of Trustees, in its sole discretion, may remove the Foundation from the list, and may make such other provisions consistent with law as may be appropriate with respect to the Foundation. The District shall forward a copy of the current list to the State Chancellor's Office.

29. Non-Assignability.- The Foundation may not assign this Agreement, in whole or in part, without the written consent of the District, with the granting of such consent at the District's sole discretion.

30. Amendment.- This Agreement may be amended only by a writing approved by the Foundation Board of Directors and the District Board of Trustees. The District shall forward a copy of this Agreement, and of any amendment to this Agreement, to the State Chancellor's Office.

31. Severability. This Agreement shall be considered severable such that if any provision or part of the Agreement is ever held invalid under any law or ruling, all other provisions or parts shall remain in full force and effect.

Date: _____,
~~2014~~2019

President, District Board of Trustees

Date: _____,
~~2014~~2019

President, Foundation Board of Directors

Appendix "A"
District Employees Working For Foundation

<u>Employee Name</u>	<u>Position</u>	<u>% Time Working for Foundation</u>
Dr. Matthew K. Isaac _____ —	CEO _____ of Foundation	25% ____%
Larry Strong _____ —	CFO _____ of Foundation	5% ____%

Appendix "B"

District Facilities Utilized by Foundation

1. ~~EDCT~~ Foundation Office, Suite 101, Donald F. Averill Applied Technology Training Center, 114 South Del Rosa, San Bernardino, CA 92408
2. ~~EDCT~~ Foundation Board Meeting Room, Conference Room, Donald F. Averill Applied Technology Training Center, 114 South Del Rosa, San Bernardino, CA 92408

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Consideration of Approval of the Ratification of SBCCDTA CTA/NEA Articles and Appendices

RECOMMENDATION

It is recommended that the Board of Trustees ratify the Tentative Agreement between SBCCD and the SBCCDTA CTA/NEA per the attached.

OVERVIEW

SBCCD and the San Bernardino Community College District Teachers Association met and entered into a tentative agreement on Article 13 Workload as set forth in the attached documentation.

ANALYSIS

The language in the Tentative Agreement shall replace the existing Article 13 language regarding the Work Year and the number of work days beginning with the 2020-21 Academic Year.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

TENTATIVE AGREEMENT
By and Between
San Bernardino Community College District
And
San Bernardino Community College District Teachers Association

**Article 13 Workload
December 14, 2018**

This Tentative Agreement is made and entered into this 14th day of December between the SAN BERNARDINO COMMUNITY COLLEGE DISTRICT (herein after the District) and the SAN BERNARDINO COMMUNITY COLLEGE DISTRICT TEACHERS ASSOCIATION/CTA/NEA (hereinafter the Association).

IT IS THEREFORE AGREED THAT:

The following language shall replace the existing Article 13 language regarding the Work Year and the number of work days beginning with the 2020-21 Academic Year. The days shall be changed throughout the Collective Bargaining Agreement.

ARTICLE 13: WORKLOAD

A. Work Year

1. Instructional Faculty

The work year for all full-time instructional faculty shall be 175 workdays, which shall include 166 days of scheduled classes, seven (7) in-service days, including commencement day, and two (2) flex activity days in each academic year. In-service days shall be planned in collaboration between the district, faculty, and campus professional development.

2. Non-Instructional Faculty

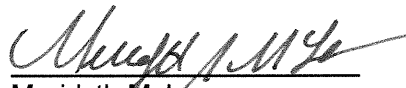
The work year for all full-time non-instructional faculty shall be 198 or 219 workdays depending on assignment, which shall include, seven (7) in-service days, including commencement day, and two (2) flex activity days in each academic year. In-service days shall be planned in collaboration between the district, faculty, and campus professional development.

SAN BERNARDINO COMMUNITY COLLEGE
DISTRICT

SAN BERNARDINO COMMUNITY COLLEGE
DISTRICT TEACHERS ASSOCIATION



Kristina Hannon
Executive Director, Human Resources



Meridyth McLaren
President, SBCCDTA

12-18-18

Date

18 Dec 18

Date

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Jose F. Torres, Executive Vice Chancellor

DATE: January 10, 2019

SUBJECT: Consideration of Approval of the Use of Annual Income from the Allocated Investments of FCC Auction Proceeds

RECOMMENDATION

It is recommended that the Board of Trustees approve the use of annual income from the allocated investments of FCC Auction Proceeds as indicated on the attached.

OVERVIEW

In July 2017 SBCCD received \$157 million in FCC Auction Proceeds in exchange for the transition of KVCR TV from UHF to VHF. In September 2017, the Board approved Guiding Principles for these proceeds. The Guiding Principles, which were reaffirmed December 13, 2018, are attached for reference. Most of the proceeds have now been allocated for various purposes. This Board item considers the remaining items along with the use of projected annual income for the allocated investments.

ANALYSIS

After analysis and deliberation by the collegial bodies throughout SBCCD – including the District Budget Committee, the Board of Trustees Budget Committee, and Chancellor’s Cabinet – the attached, proposed use of annual income from the allocated investments of FCC Auction Proceeds is being submitted to the Board of Trustees for approval.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This board item will result in the financial implications illustrated on the attachment.

[v.12.17.2018.p.1|1]

\$157 Million Approved Allotment

Allocations	Recipient	Amount	Type of Investment	Possible Annual Income @ 5%	Uses of Annual Income
Set Aside of \$20 Million into Pension Rate Stabilization Trust (PRST)	Colleges	\$ 20,000,000	Long-Term	\$ 1,000,000	Offset to General Fund
Mandated Transition & Modernization	KVCR	16,000,000	One-Time	-	
KVCR Operations Deficit for Three Years (2017-18, 2018-19, 2019-20)	KVCR	5,000,000	Medium-Term	\$ 250,000	KVCR Operations
Media Academy Start Up	Colleges	2,000,000	One-Time	-	
KVCR Endowment (PRST)	KVCR	21,000,000	Long-Term	\$ 1,050,000	KVCR Operations
SBVC One Time (\$5,000,000 to PRST)	Colleges	6,971,000	One-Time	-	
CHC One Time	Colleges	3,029,000	One-Time	-	
District Support Services One Time	DSS	1,000,000	One-Time	-	
Auction Expense Reimbursement to General Fund	DSS	2,000,000	One-Time	-	
Commercial Buildings Purchase (Estimated Cost)	TBD	45,000,000	Long-Term	\$ 2,250,000	TBD
Earmark Funds for SBCCD Promise	Students	10,000,000	Medium-Term	\$ 500,000	SBCCD Promise
Additional Pension Rate Stabilization Trust Set Aside (PRST)	TBD	24,000,000	Long-Term	\$ 1,200,000	TBD
Unallotted	TBD	1,000,000	One-Time	\$ -	
Total		\$ 157,000,000			

Total by Recipient	
Colleges	\$ 32,000,000
KVCR	42,000,000
DSS	3,000,000
Students	10,000,000
TBD	70,000,000
Total	\$ 157,000,000

Proposed Changes in RED

\$157 Million Proposed Uses of Annual Income

Allocations	Recipient	Amount	Type of Investment	Possible Annual Income @ 5%	Uses of Annual Income
Set Aside of \$20 Million into Pension Rate Stabilization Trust (PRST)	Colleges	\$ 20,000,000	Long-Term	\$ 1,000,000	Offset to General Fund
Mandated Transition & Modernization	KVCR	\$ 16,000,000	One-Time	-	
KVCR Operations Deficit for Three Years (2017-18, 2018-19, 2019-20)	KVCR	5,000,000	One-Time	\$ -	
Media Academy Start Up	Colleges	2,000,000	One-Time	-	
KVCR Endowment (PRST)	KVCR	21,000,000	Long-Term	\$ 1,050,000	KVCR Operations
SBVC One Time (\$5,000,000 to PRST)	Colleges	6,971,000	One-Time	-	
CHC One Time	Colleges	3,029,000	One-Time	-	
District Support Services One Time	DSS	1,000,000	One-Time	-	
Auction Expense Reimbursement to General Fund	DSS	2,000,000	One-Time	-	
First-Year Implementation of SBCCD Promise	Students	4,000,000	One-Time	\$ -	
Commercial Buildings Purchase (Estimated Cost)	Students	46,000,000	Long-Term	\$ 2,300,000	SBCCD Promise
Endowment for Media Academy (PRST)	Colleges	9,000,000	Long-Term	\$ 450,000	Media Academy Ongoing Costs
Additional Pension Rate Stabilization Trust Set Aside (PRST)	Colleges	21,000,000	Long-Term	\$ 1,050,000	Offset to General Fund
Total		\$ 157,000,000			

Total by Recipient	
Colleges	\$ 62,000,000
KVCR	42,000,000
DSS	3,000,000
Students	50,000,000
TBD	-
Total	\$ 157,000,000

Guiding Principles for the FCC Auction Proceeds

[v.12.17.2018.p.1|1]

Board Affirmed December 13, 2018

Overarching

1. Our students are our core mission and we will focus our resources on their success.
2. All FCC auction proceeds activity shall be transparent.

One-Time Expenditures

3. SBCCD will use the proceeds as a one-time investment in KVCR for the mandatory transition costs from UHF to VHF over-the-air and current broadcast standards.
4. SBCCD will be reimbursed for all costs related to the FCC auction.
5. One-time fund proceeds should help KVCR reach financial sustainability within a specified, board-approved timeframe.
6. The district unrestricted general fund balance shall be restored to a range of 10-15%.
7. With the exception of items 3-6 above, one-time expenditures shall support the approved program review, and educational and facilities master plans.

Principal Investment

8. Proceeds shall be invested in a manner that serves SBCCD for years to come.
9. Principal amount shall not be used as a resource for ongoing expenditures unless approved by the Board of Trustees.
10. Investments should include real estate and a diversified portfolio.

Revenue Generated from Investments

11. Revenue generated from the investment of proceeds shall help SBCCD meet its strategic goals as established in the comprehensive master plan.
12. Annual revenue amount shall be subject to annual allocation and follow existing collegial consultation and established budget processes.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Kristina Hannon, Executive Director, Human Resources

DATE: January 10, 2019

SUBJECT: Consideration of Approval to Conduct a Public Hearing and Acknowledge Initial Proposals to Reopen Negotiations from CSEA Chapter #291

RECOMMENDATION

- 1) It is recommended that the President of the Board of Trustees open a hearing for public comment on the initial reopener proposals below and, following any comments from the public, the President of the Board of Trustees close the hearing:
 - As proposed by CSEA Chapter #291, Article 12 Holidays, and
 - Per the February 2018 bargaining agreement and as proposed by CSEA Chapter #291, Article 7 Pay and Allowances, specifically Article 7.3.4 Staff Development/Professional Growth Stipend.
- 2) It is further recommended that, having conducted the public hearing pursuant to Government Code 3547, the Board of Trustees acknowledge these proposals and the parties commence negotiations.

OVERVIEW

Government Code 3547 requires that all initial proposals for collective bargaining be presented at a public meeting. This is commonly known as *sunshining*.

In February 2018 the District and CSEA Chapter #291 entered into an agreement for the period July 1, 2017 through June 30, 2020. Article 25 of that agreement allows for the reopening of negotiations for Articles 7 and 10 in 2018-19 and 2019-20. It also allows that the CSEA and the District may each elect to reopen two additional articles every year.

ANALYSIS

This board item agendaizes and makes public the proposal to negotiate one of the two agreed upon articles as well as the exercise of CSEA to negotiate one of its two reopeners remaining during the 2018-19 academic year.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.



California School Employees Association and its San Bernardino CCD Chapter
#291 2018-2019 Reopener Negotiations Sunshine Proposal

California School Employees Association and its Chapter 291 (CSEA) present our initial proposal to negotiate 2018-2019 Reopeners. CSEA desires to alter or amend the following articles as indicated and presents our proposal for public discussion in accordance with Government Code 3547 as follows:

Article 12: HOLIDAYS.

CSEA will proposed language to acknowledge the two-additional state recognized holidays labeled in ed code.

Article: 7.3.4. STAFF DEVELOPMENT/PROFESSIONAL GROWTH
STIPENDS.

CSEA will propose language to memorialized CSEW MOU and additional funding for professional development growth.

Please place this Proposal on the next Board of Trustees agenda in compliance with California's Brown Act, and Government Code 3547(a).

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey K. Nikac, Senior Executive Assistant

DATE: January 10, 2019

SUBJECT: Consideration of Final Approval of Board Policies

RECOMMENDATION

It is recommended that the Board of Trustees approve the Board Policies. The Board approved first reading on December 13, 2018. Administrative Procedures are submitted for information and review for consistency with Board policies.

BP 1100 The San Bernardino Community College District (no AP)
BP 1200 District Mission Statement (no AP)
BP & AP 3720 Computer and Network Use
BP & AP 6751 Parking Citation Payment Plan

OVERVIEW

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

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

ANALYSIS

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

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

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

None.



Origination:	N/A
Last Approved:	N/A
Last Revised:	N/A
Next Review:	N/A
Owner:	<i>BOT Board of Trustees:</i>
Policy Area:	<i>Chapter 1 The District</i>
References:	

BP 1100 The San Bernardino Community College District

(Replaces SBCCD BP 1000)

The District has been named the San Bernardino Community College District. The name is the property of the District. No person shall, without the permission of the Board of Trustees, use this name or the name(s) of any college(s) or other facilities of the District, or any abbreviation of them, to imply, indicate or otherwise suggest that an organization, product or service is connected or affiliated with, or is endorsed, favored, supported, or opposed by, the District.

The District consists of the following colleges and/or education centers:

- San Bernardino Valley College
701 S. Mt. Vernon Avenue
San Bernardino, CA 92410
- Crafton Hills College
11711 Sand Canyon Road
Yucaipa, CA 92399
- Technology and Educational Support Services
1289 Bryn Mawr Avenue, Suite B
Redlands, CA 92374
- District Office and Professional Development Center
114 S. Del Rosa Drive
San Bernardino, CA 92408
- Economic Development and Corporate Training
114 S. Del Rosa Drive
San Bernardino, CA 92408
- KVCR TV-FM
701 S. Mt. Vernon Avenue
San Bernardino, CA 92410

The District holds classes and conducts programs at its campus locations and other off-campus sites.

References:

Education Code Section 72000(b);

Attachments:

No Attachments



Origination:	N/A
Last Approved:	N/A
Last Revised:	N/A
Next Review:	N/A
Owner:	<i>BOT Board of Trustees:</i>
Policy Area:	<i>Chapter 1 The District</i>
References:	

BP 1200 District Mission Statement

(Replaces SBCCD BP 1100)

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

This ~~mission~~ is achieved through the District's two colleges, and public broadcast system (~~KVCR~~), ~~Economic Development and Corporate Training Center (EDCT)~~ by providing ~~to the students and communities we serve~~ high quality, effective and accountable instructional and training programs and services ~~in the following areas:~~ to the students and communities we serve.

- ~~Transfer education~~ programs that ensure the greatest possibility of success in baccalaureate programs.
- ~~General education~~ programs designed to give students a substantial and coherent exposure to the major broad domains of higher education.
- ~~Vocational/technical~~ education programs that offer opportunities in training, retraining, and skill building to provide business, industry and government with a qualified work force.
- ~~Workforce Development~~ programs of fee-based classes that provides an opportunity for individuals to develop occupational skills in preparation for employment or to improve or upgrade job skills to enhance performance in current employment.
- ~~Economic Development~~ programs that promote partnerships with corporate and commercial enterprise as well as government agencies to enhance the economic base of the community served.
- ~~A Public Broadcasting System~~ that contributes to meeting the educational and communications needs of the Inland Empire and partners with educational agencies and public agencies to broaden the scope of services to the community.
- ~~Education~~ programs that are coordinated with delivery systems and provide enhanced access and educational opportunities

These instructional programs will be supported by specific student services as identified below:

- ~~Comprehensive Support Services~~ enhanced by matriculation that provides for counseling and guidance to encourage student growth and development through assessment, academic planning, career planning and personal development.
- ~~Developmental Program~~ services that provide under-prepared students with the skills they need to enter transfer, general education, or vocational/technical programs.
- ~~Disabled and Disadvantaged Student~~ that provide students the opportunity for equitable access to the educational offerings of the college.
- ~~Commitment to Diversity~~ that recognizes the varied needs of diverse student population.

~~This mission is carried out in an environment that encourages intellectual development, enhances personal~~

~~growth, and fosters openness to a wide range of ideas, cultures and people. Admission to these educational programs is open to adults, high school graduates and others as identified by law who can profit from the instruction.~~

~~The Board of Trustees of the San Bernardino Community College District reaffirms the role of the community colleges as defined in the California Master Plan for Higher Education. The District has adopted and is committed to an Affirmative Action policy of nondiscrimination in all of its dealings with students, employees, and the community. This statement of mission is designed to assist the Board in carrying out its role and responsibility in developing fiscal, physical, and human resources on behalf of the people of this District.~~

The mission is evaluated and revised on a regular basis.

Reference:

ACCJC Accreditation Standard I.A

Attachments:

No Attachments

Applicability

San Bernardino Community College District



Origination: N/A
Last Approved: N/A
Last Revised: N/A
Next Review: N/A
Owner: *Chancellor's Cabinet*
Chancellor's Cabinet:
Policy Area: *Chapter 3 General Institution*
References:

BP 3720 Computer and Network Use

(Replaces current SBCCD BP 3720)

Employees and students who use District computers and networks and the information they contain, and related resources have a responsibility not to abuse those resources and to respect the rights of others. The Chancellor shall establish procedures that provide guidelines to students and staff for the appropriate use of information technologies. The procedures shall include that users must respect software copyrights and licenses, respect the integrity of computer-based information resources, refrain from seeking to gain unauthorized access, and respect the rights of other computer users.

References:

Education Code Section 70902; Government Code Section 3543.1(b); Penal Code Section 502; Cal. Const., Art. 1 Section 1; 17 U.S. Code Sections 101 et seq.

Attachments:

- [BP 3720 Computer and Network Use - Comments](#)
- [BP 3720 Computer and Network Use - Legal Citations](#)
- [BP3720 -OLD.pdf](#)

Applicability

San Bernardino Community College District



Origination:	N/A
Last Approved:	N/A
Last Revised:	N/A
Next Review:	N/A
Owner:	<i>Chancellor's Cabinet</i> <i>Chancellor's Cabinet:</i>
Policy Area:	<i>Chapter 3 General Institution</i>
References:	<i>Legally Advised</i>

AP 3720 Computer and Network Use

(Replaces current SBCCD AP 3720)

OWNERSHIP RIGHTS

The San Bernardino Community College District (“District”) owns, leases, and/or operates a variety of computer and communication systems, including but not limited to: host computers, file servers, work stations, stand-alone computers, laptops, software, and internal or external communications networks (Internet, email, mass notification systems, cloud storage, telephone and voicemail systems). These systems are provided for the use of District faculty, administrators, staff, and students in support of the programs of the colleges and District. Hereinafter, this system and all of its component parts shall be referred to as the “District Network.”
 Modification or Removal of Equipment – Computer users must not attempt to modify or remove computer equipment, software, or peripherals without proper authorization.

PRIVACY INTERESTS

The District recognizes the privacy interests of faculty, staff and students and their rights to freedom of speech, collegial consultation, and academic freedom, as well as their rights to engage in protected union and concerted activity. However, both the nature of electronic communication and the public character of District business make electronic communication less private than many users anticipate, and may be subject to public disclosure. In addition, the District Network can be subject to authorized and unauthorized access by both internal and external users. For these reasons, there are virtually no online activities or services that guarantee an absolute right of privacy, and therefore the District Network is not to be relied upon as confidential or private.

DISTRICT RIGHTS

System administrators may access users’ files or suspend services they manage without notice only: 1) to protect the integrity of computer systems; 2) under time-dependent, critical operational circumstances; 3) as required by and consistent with the law; 4) where evidence exists that violations of law or District Policy or Procedures have occurred. For example, system administrators, following organizational guidelines, may access or examine individual files or accounts based on evidence that they have been corrupted or damaged or subject to unauthorized use or misuse. In such cases of access without notice, data or information acquired may be used to initiate or extend an investigation related to the initial cause or as required by law or Board Policy and/or to protect system integrity.

PASSWORD PROTECTION

A computer user who has been authorized to use a password-protected account may be subject to both civil and criminal liability if the user discloses the password or otherwise makes the account available to others without permission of the system administrator.

USAGE

Computer users must respect the rights of other computer users. Attempts to circumvent these mechanisms in order to gain unauthorized access to the system or to another person's information are a violation of District procedure and may violate applicable law.

MISREPRESENTATION AND LIABILITY

Users of Electronic Communications Resources shall not give the impression that they are representing, giving opinions, or otherwise making statements on behalf of the District unless appropriately authorized to do so. The District is not responsible for any loss or damage incurred by an individual as a result of personal use of the District's Electronic Communications Resources.

PERSONAL IDENTIFIABLE INFORMATION (PII)

Users must not intentionally seek, provide, or release any individual's (student, faculty, or staff) personal information to anyone without proper authorization.

HARRASSMENT

Users are prohibited from using the District's information systems in any way that may be disruptive or offensive to others, including, but not limited to, the intentional viewing and/or transmission of sexually explicit messages, graphics, cartoons, ethnic or racial slurs, or anything that may be construed as harassment or disparagement of others. This is consistent with the District's non-discrimination policy.

UNLAWFUL MESSAGES

Users may not use electronic communication facilities to send defamatory, fraudulent, harassing, obscene, threatening, or other messages that violate applicable federal, state or other law or District policy, or which constitute the unauthorized release of confidential information.

COMMERCIAL USE

Commercial use of the District computing resources for personal gain or illegal purposes is prohibited. Computer resources on the District network are provided to support District-related academic and administrative activity. They may not be used for the transmission or storage of commercial, political, or personal advertisements, solicitations and promotions, destructive programs (viruses and/or self-replicating code), or any other unauthorized use. Transmitting unsolicited advertising, promotional materials or other forms of solicitation are prohibited without prior authorization by District administration.

POLITICAL AND COMMERCIAL USE

The District is a non-profit, tax-exempt organization and, as such, is subject to specific federal, state and local laws regarding sources of income, political activities, use of property and similar matters.

FAIR USE

Information appearing on the internet should be regarded as copyright protected, whether or not it is expressly noted as such. Section 107 of the Copyright Law (Title 17, US Code) allows for fair use of copyrighted materials. Teaching, scholarship, research, comment, news reporting, and criticism are considered fair and allow for reproduction of a given work. Acknowledgement of the source is recommended but is no substitute for obtaining permission (<http://www.copyright.gov/fls/fl102.html>).

REPORTING PROBLEMS

Any defects discovered in system accounting or system security must be reported promptly to the appropriate system administrator so that steps can be taken to investigate and solve the problem.

SOFTWARE LICENSING

Software, used on District owned computers, must be properly licensed. These licenses provide the acceptable use of the software and hold the user and in some cases the District legally responsible for copyright violations.

All software must be approved by District and/or campus technology departments prior to purchase. Software, its associated license material, and proof of purchase will be submitted and stored with District and/or campus technology departments. For specific District purchasing procedures, please refer to Administrative Procedure 6330.

EXCEPTIONS

Activities will not be considered misuse when authorized by appropriate District officials for security or performance testing. Technology support staff, under the direction of senior management, may at any time examine the equipment, software and services of District owned equipment.

COPYING

Software protected by copyright may not be copied except as expressly permitted by the owner of the copyright or otherwise permitted by copyright law. Protected software may not be copied into, from, or by any District facility or system, except pursuant to a valid license or as otherwise permitted by copyright law.

Technology support staff monitors for any unauthorized equipment or software on the District's networks, and reserves the right to remove, disconnect, or disable the unauthorized equipment or software.

NETWORK ACCESS, MEDIA, AND SOCIAL NETWORKING

The District provides network and telecommunications services as a tool for students, staff and faculty. Internet access is provided to assist in the completion of college related work and assignments. As such, the District provides this service and is subject to state and federal regulations. This applies to all equipment attached to the provided network, wired or wireless, without regard to ownership of the equipment. The District recognizes that incidental personal activities may occur provided that such use is within reason, is ordinarily on one's own time, is occasional, and does not interfere with or burden the District's operation. (Please review "Privacy Interests" and "District Rights" sections above.)

Personal social networking accounts shall not be used to officially represent campus or District entities on social networking, wiki, or other social media sites. For official representation of any District entity, a campus or district account, approved by the president/chancellor or their designee, must be used. The account holders must agree to use the resources legally, ethically and in keeping with the intended use per the procedures of their respective sites.

PERSONAL MOBILE DEVICES

The District does not provide support for personal mobile devices. The District only provides the connection settings to the District systems for the syncing of District email, calendar and contacts on mobile devices and supported cloud storage files and folders.

The District may also provide the licensing and download methods for software to be used on mobile devices. It is the user's responsibility to install and/or enter settings for such devices and software.

MOBILE DEVICE ENCRYPTION

Any mobile device used by employees to access SBCCD student, employee, financial or other forms of sensitive data will be required to be encrypted prior to such access. This will aide in the protection of District data on lost or stolen mobile devices.

BRING YOUR OWN DEVICE

1. Bring Your Own Device ("BYOD") refers to personally-owned technology devices such as computers, laptops, tablets/eReaders, smart-phones and other devices ("Devices") used by employees for District purposes to stay connected to, access data from, or complete tasks in their capacity as District employees ("Users").

This procedure provides standards and rules of behavior for the use of personal Devices to access District network resources and information for District business purposes. Users may access District information on personal Devices only in the conduct of District business. The District's interests are to foremost protect District data and information while allowing Users to utilize personal Devices.

In accordance with this and other District policies, personal Devices used for business purposes are to be used in a responsible manner. These procedures are mandatory requirements for any Devices used for District purposes.

2. Compliance with District Policies and Administrative Procedures: Users understand that the use of Devices for District purposes is subject to the same District rules and regulations with respect to such use as if the Users are using District-owned devices. Users shall abide by applicable laws and policies with respect to access to, use, disclosure, and/or disposal of District information. These policies and procedures include, but are not limited to: Computer and Network Use BP/AP 3720; Electronic Mail BP/AP 3920; Student Records Directory Information and Privacy BP/AP 6040; and Records Retention and Destruction BP/AP 3310.

3. Users are Responsible for all Maintenance of their Device(s)

a. Users acknowledge that they are solely responsible for the configuration, maintenance, troubleshooting and repair of their personal Devices. This includes maintaining original device operating systems and keeping the Device current with security patches and updates as released by the manufacturer.

4. Requirements for all BYODs Accessing District network services and District information.

a. Users shall not download, transfer or store “Sensitive Business Data” on their Devices. “Sensitive Business Data” is defined as documents or data that is not publicly available and that is protected by laws governing confidentiality of information (e.g., student records FERPA, confidential personnel data, third party confidential information, etc.). Users shall delete any Sensitive Business Data that may be inadvertently downloaded and stored on the Device (for example, through the process of viewing email attachments sent by others).

The District’s IT Department will provide Users with instructions for identifying and removing these unintended downloads. Users shall not download/transfer Sensitive Business Data to any non-District device.

b. Users shall password protect Devices using existing password protect utilities available on the User’s device. This is inclusive of but not limited to alpha numeric passwords, swipe, finger print and pin codes. Users shall use strong passwords and keep them well protected. It is recommended that when appropriate, Users choose long password of at least 8 characters and change them periodically. Users shall immediately notify the District’s IT Department Help Desk if you believe your passwords have been compromised.

c. Users shall not share the Device with other individuals or family members due to the business use of the Device.

d. Users shall notify the District’s IT Department Help Desk at 877-241-1756 and their cellular providers if the device is lost or stolen within one hour, or as soon as practical, after you notice the device is missing. If the device is a cell phone or tablet with District email the District will remotely wipe the device removing all data from the phone and possible rendering the device unusable in any capacity.

e. If a Device has a remote tracking device, such as the “find my device” option on the iPhone, it should be turned on by the User.

f. Users shall maintain anti-virus (AV) protection on a device when appropriate and possible. Instructions on the recommended AV protection is provided by the District’s IT Department.

g. Users shall set an idle timeout that will automatically lock the Device after a period of time. Users should contact their mobile device manufacturer or service provider for assistance.

5. Compliance with Applicable Laws.

Users must comply with federal and state laws that provide further protections to certain types of information, or that may influence how Users handle District information with the Devices. Examples include, but are not limited to:

a. Family Educational Rights and Privacy Act (FERPA) and corresponding Education Code provisions that provide students right of access to their education records and generally prohibits the disclosure of student education records without the prior written consent of the student.

b. Health Insurance Portability and Accountability Act (HIPAA) which imposes various privacy and security requirements on personal health information collected or maintained by covered entities.

c. Financial Services Modernization Act of 1999 (“Gramm Leach Bliley”) and accompanying FTC Standards for Safeguarding Customer Information Requires the District to develop and implement an information security program designed to protect nonpublic personal information gathered and

maintained with respect to certain financial activities.

d. The Fourth Amendment to the U.S. Constitution, and various federal and state laws concerning access by law enforcement to information and establishes the procedures and circumstances under which law enforcement authorities may gain access to District data. All warrants, subpoenas, and other legal requests, demands, or orders seeking access to institutional data or systems must be forwarded immediately to the District's Human Resources Department.

e. California Public Records Act provides for public access to District records that are not otherwise exempt from disclosure. All requests for records shall be forwarded to the District's Human Resources Department.

f. California invasion of privacy laws that prohibit the disclosure of personal information about an individual.

g. Civil Discovery and E-Discovery Rules, including the duty to preserve data

References:

17 U.S. Code Sections 101 et seq.;

Penal Code Section 502, Cal. Const., Art. 1 Section 1;

Government Code Section 3543.1(b);

Federal Rules of Civil Procedure, Rules 16, 26, 33, 34, 37, 45

Attachments:

[AP 3720 Computer and Network Use -
Comments](#)

[AP 3720 Computer and Network Use - Legal
Citations](#)

Applicability

San Bernardino Community College District



Origination: 08/2018
Last Approved: 08/2018
Last Revised: 08/2018
Next Review: 08/2024
Owner: Policy Stat
Policy Area: Chapter 6 General Institution
References:

BP 6751 Parking Citation Payment Plan

The Board shall establish an Administrative Procedure where a registered owner (CVC 460, 505) or person responsible for vehicle citations received on San Bernardino Community College District property shall be eligible to enroll in a payment plan when they have multiple unpaid parking citations.

Reference:

California Assembly Bill No. 503 (Chapter 741)

Attachments:

No Attachments

Approval Signatures

Step Description	Approver	Date
	Stacey Nikac: Administrator	08/2018
	Stacey Nikac: Administrator	08/2018
	Stacey Nikac: Administrator	08/2018
	Stacey Nikac: Administrator	08/2018
	Stacey Nikac: Administrator	08/2018
	Stacey Nikac: Administrator	08/2018

Applicability

San Bernardino Community College District



Origination:	08/2018
Last Approved:	08/2018
Last Revised:	08/2018
Next Review:	08/2024
Owner:	<i>Business & Fiscal Services</i> <i>Business & Fiscal Services</i>
Policy Area:	<i>Chapter 6 General Institution</i>
References:	<i>Brand New - required</i>

AP 6751 Parking Citation Payment Plan

A registered owner (CVC 460, 505) or person responsible for vehicle citations received on San Bernardino Community College District property shall be eligible to enroll in a payment plan when they have multiple unpaid parking citations.

- A. Once this threshold is met, any citations associated with this vehicle, registered owner, or person responsible may be added to the payment plan, at the time of enrollment.
- B. If additional citations are accrued during the payment plan period, the plan may not be modified to include these citations, nor will a concurrent payment plan be offered.
- C. Citations in a payment plan will not count towards immobilization/tow/impound eligibility pursuant to CVC 22651(i)(l).
- D. Once a vehicle is towed/impounded due to other violations, all citations, including those on a payment plan, are immediately due pursuant to CVC 22551(i)(l)(C).

The fee to enroll in a payment plan is \$25.

Applied late fees, as well as any late fees not yet applied, will be placed in abeyance while the payment plan is in place. If the individual adheres to the plan terms, these late fees will be waived once the payment plan is complete.

- A. If an individual defaults on the payment plan, a subsequent payment plan will not be offered for those citations and any late fees placed in abeyance will be immediately reinstated. The total amount due, including all late fees, will be submitted to the appropriate Department of Motor Vehicles for a Registration hold on the vehicle. An Academic Hold will be placed on the Students records until the total fees are paid in full.
- B. The request for a payment plan must be made before the citation is transferred to DMV for collection. (21 days after issue of the citation}.

Once the payment plan is in place and the individual is adhering to its terms, an itemization of unpaid parking penalties and service fees will not be filed with the DMV (also known as a "DMV Registration Hold") and any DMV Registration Hold in place will be temporarily removed pending satisfactorily completing the payment plan.

At plan enrollment, an initial payment of \$25 or 10% of the amount owed (whichever amount is greater), plus the \$25 enrollment fee, is required.

Payments must be made each calendar month.

- A. There is no grace period for late payments.
- B. For mailed payments, a postmark is acceptable to meet this requirement.

Payment plan duration

1st months payment will be \$25 or 10% of unpaid fines (whichever amount is greater) plus the \$25 enrollment plan fee. Subsequent month payments will be determined by dividing the remaining balance by 4.

Definitions

Late: The citation is past 21 days from issuance and 14 days from mailing of the reminder notice and additional fees may be applied.

Delinquent: The citation is unpaid. Late fees may or may not have been applied. Person responsible: The individual who has opted to enter into the payment plan with the campus.

Reference:

California Assembly Bill No. 503 (Chapter 741)

Attachments:

No Attachments

Approval Signatures

Step Description	Approver	Date
	Stacey Nikac: Administrator	08/2018
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	Stacey Nikac: Administrator	08/2018
	Stacey Nikac: Administrator	08/2018
	Stacey Nikac: Administrator	08/2018

Applicability

San Bernardino Community College District

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey K. Nikac, Senior Executive Assistant

DATE: January 10, 2019

SUBJECT: Applause Cards

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

The attached individuals have received special recognition for extending that extra effort in providing quality service and valued assistance.

ANALYSIS

The *Caring Hands* Applause Card was developed so that employees, students, visitors, and vendors have an opportunity to recognize someone at SBCCD who provides outstanding quality and service.

INSTITUTIONAL VALUES

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

Caring Hands Applause Cards - January 2019

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
DISTRICT				
Booker	Inez	Accounts Payable	Thank you, for all your help with the Chancellor's Holiday event. I appreciate everything you did to make this event a success.	Maria Torres
Davis	Angela	Purchasing	Angela has helped me many, many times to ensure timely processing of PRs. Thank you for your continued support and always answering any questions I may have.	Heather Ford
Lopez	Mariana	Marketing, Public Affairs	Thank you, for all your help with the Chancellor's Holiday event. I appreciate everything you did to make this event a success.	Maria Torres
Martinez-Guzman	Luisa	Facilities	Thank you, for all your help with the Chancellor's Holiday event. I appreciate everything you did to make this event a success.	Maria Torres
Mendez	Israel	Police Department	Officer Mendez is an exemplar employee and sets the bar high. He has great work ethic and continues to strive to become a great police officer.	Anonymous
Mesa	Krystal	EDCT	Thank you, for all your help with the Chancellor's Holiday event. I appreciate everything you did to make this event a success.	Maria Torres
Parada	Osman	TESS	Excellent service! Osman always has an answer and is always available to help!	Ashley Gaines

Caring Hands Applause Cards - January 2019

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
CRAFTON HILLS COLLEGE				
Audet	Carrie	Resource Development	Carrie willingly jumped in and helped make the Social Enterprise workshop with Joseph Williams successful. Thank you for always being so willing and positive! You're a blessing and asset to CHC!	Michael Strong
Barrie	Trinette	Counseling	Trinette has always provided amazing leadership and vision in every aspect of her work as Career Center Counselor/Coordinator. She is a fantastic team player and a very caring, considerate individual!	Evan Sternard
Bogh	Wayne	Technology Services	Thanks for your help in getting the A/V set up for the Social Enterprise workshop with Joseph Williams. Your detailed efforts helped make it successful.	Michael Strong
Cook	Larry	Facilities M&O	Thanks for your help contributing and making the Social Enterprise workshop with Joseph Williams successful. You care deeply about the success of the college and are a valuable asset to CHC!	Michael Strong
Gray	Tracy	Technology Services	Thank you for your help when the bank rep was in to install a remove deposit scanner for our office today. I appreciate your willingness to assist with a last minute request so that he did not have to return. Thank you!	Michael Strong

Caring Hands Applause Cards - January 2019

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
McKee	Julie	Sociology	Professor McKee goes above and beyond for the well-being of her students, providing snacks (as much as possible) and utilizing humor to optimize the learning experience. Excellent professor and human being.	Iliana Garcia
Moreno	Mariana	Transfer Center	Thanks for letting me borrow the Transfer Center's tablecloth for the Social Enterprise workshop with Joseph Williams. You're always willing to do whatever it takes and are always positive. I appreciate it!	Michael Strong
Olivera	Christopher	Microbiology	Dr. Olivera is easily accessible and more than fair. He is always friendly and willing to help because he truly wants you to be THE best since you are going into the medical field. He teaches a difficult subject with ease. Awesome!	Lisa Laib
Pinedo	Regina	Custodial	Thank you for your part in keeping the library so clean!!	Library Staff
Pompa	Rebecca	Facilities M&O	Thanks for your help facilitating the Social Enterprise workshop with Joseph Williams. You're a great person and an asset to CHC!	Michael Strong
Riggs	Michelle	Resource Development	Thanks for your help contributing and making the Social Enterprise workshop with Joseph Williams successful. You're always willing to do whatever it takes and great to work with. You're a wonderful person and an asset to CHC!	Michael Strong

Caring Hands Applause Cards - January 2019

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
St. Jean	Cyndie	President's Office	Thanks for your help contributing and making the Social Enterprise workshop with Joseph Williams successful. You're always willing to do whatever it takes and are always positive. You're a wonderful person and an asset to CHC!	Michael Strong
Veloni	Shane	Technology Services	Thanks for setting up the A/V for the Social Enterprise workshop with Joseph Williams. Your detailed efforts helped make it successful. I appreciate your expertise and good work.	Michael Strong
SAN BERNARDINO VALLEY COLLEGE				
Bojorquez	Ana	DSP&S	Thank you so much for volunteering your time to help out in the Concession Stand to fundraise for Student Scholarships. You are much appreciated.	Judy Rodriguez
Camarrena	Christina	Culinary Arts	Thank you for doing an awesome job!	Stacy Meyer
Chavira	Sharen	Applied Technology, Transportation and Culinary Arts	Thank you for your outstanding service! Culinary appreciates you!	Stacy Meyer
Jaramillo	Kathryn	Admissions & Records	Thank you for your dedication and hard work you have put into Classified Senate and your constant work fundraising and giving out student scholarships. Thank you for your leadership.	Judy Rodriguez
Luke	Dr. Craig	Valley Bound	Great Professor! So motivating that it makes me want to come to class and become Successful! VERY WOKE as a teacher.	April Kolose, Student

Caring Hands Applause Cards - January 2019

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Sanchez	Phylcia	Development and Community Relations	Thank you for all your hard work in the Concession Stand to fundraise for Student Scholarships and with the Thanksgiving Baskets for our Classified Staff. You really go the extra mile and you are much appreciated.	Judy Rodriguez
Schlinkert	Tamara	Culinary Arts	Thank you for your help with the culinary budgets. You are awesome! The department would not be on track without you. You are amazing!!	Stacy Meyer
Schlinkert	Tamara	Culinary Arts	Thank you for being amazing!!!	Stacy Meyer

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Lawrence P. Strong, Director of Fiscal Services
DATE: January 10, 2019
SUBJECT: Budget Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The attached Revenue and Expenditure Summary reflects activity for the 2018-19 fiscal year through December 12, 2018. As of that date, SBCCD was 44.9% through the fiscal year and had spent and/or encumbered approximately 42.5% of its budgeted general fund.

ANALYSIS

While year to date revenue and/or expenditure percentages often vary from the percentage of fiscal year elapsed, all funds are expected to remain within the 2018-19 budget unless noted here. For explanations of any significant variances in year to date revenues/expenditures from fiscal year elapsed, please see the attached summary.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.



Budget Revenue & Expenditure Summary

Year to Date 12/11/2018

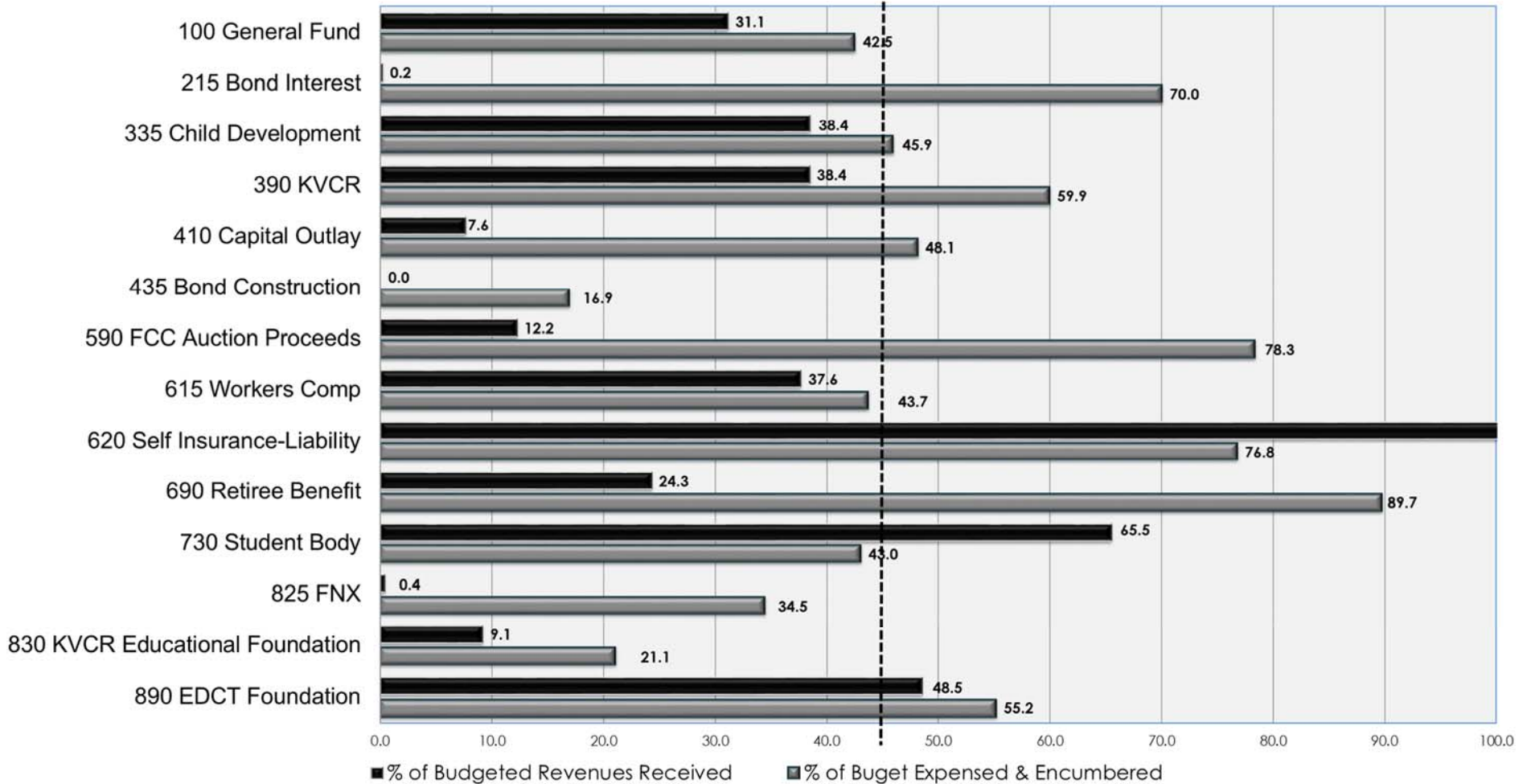
	44.9% of Fiscal Year Elapsed						COMMENTS
	REVENUES			EXPENDITURES			
	Budget	Received YTD		Budget	Expensed/ Encumbered YTD		
100 General Fund	\$158,237,527	\$ 49,245,822	31.1%	\$163,188,978	\$ 69,398,356	42.5%	Federal grant revenue expected in January.
215 Bond Interest & Redemption	\$ 25,703,480	\$ 43,581	0.2%	\$ 29,169,261	\$ 20,419,325	70.0%	Taxes are determined and collected by the County for bond measures; SBCCD does not control this fund.
335 Child Development	\$ 3,199,174	\$ 1,229,795	38.4%	\$ 3,199,174	\$ 1,469,816	45.9%	
390 KVCR	\$ 4,903,772	\$ 1,884,764	38.4%	\$ 4,903,331	\$ 2,939,410	59.9%	Encumbrances total \$1.5million.
410 Capital Outlay Projects	\$ 1,636,671	\$ 124,603	7.6%	\$ 6,257,694	\$ 3,012,486	48.1%	RDA revenue posted by the County (expected in 2 large transactions posting January and June)
435 Bond Construction	\$ -	\$ 15,209	n/a	\$ 9,072,778	\$ 1,536,746	16.9%	Expenditures are consistent with the needs of construction projects.
590 FCC Auction Proceeds	\$ 4,000,000	\$ 488,501	12.2%	\$ 65,227,904	\$ 51,097,014	78.3%	Transactions for FCC Transition and Commerical Property Investment.
615 Workers Compensation	\$ 1,257,000	\$ 473,236	37.6%	\$ 1,257,000	\$ 549,215	43.7%	
620 Self Insurance-Liability	\$ 550,000	\$ 554,147	100.8%	\$ 785,000	\$ 602,818	76.8%	FY2019 Insurance payment of \$516,488.
690 Retiree Benefit	\$ 240,000	\$ 58,318	24.3%	\$ 305,700	\$ 274,213	89.7%	Revenue posted one month in arrears. \$165k life insurance premium payment posted in October.
730 Student Body Center Fee	\$ 294,700	\$ 192,932	65.5%	\$ 294,700	\$ 126,807	43.0%	
825 FNX	\$ 3,018,000	\$ 11,707	0.4%	\$ 3,188,711	\$ 1,098,921	34.5%	Revenue received in December will reflect in subsequent report.
830 KVCR Educational Foundation	\$ 3,472,291	\$ 317,665	9.1%	\$ 3,472,253	\$ 731,175	21.1%	Revenue received YTD is lower than expected.
890 EDCT Foundation	\$ 503,766	\$ 244,253	48.5%	\$ 503,766	\$ 277,908	55.2%	



Budget Revenue & Expenditure Summary

Year to Date 12/11/2018

Fiscal Year Elapsed - 44.9%





Oracle Encumbrance Report

Year to Date 12/11/2018

Fund	Title	Type	Total
100	General Fund	Expense	17,068,602
215	Bond Interest	Expense	-
335	Child Development	Expense	161,472
390	KVCR	Expense	1,517,206
410	Capital Outlay	Expense	1,637,952
435	Bond Construction	Expense	753,146
590	FCC Auction Proceeds	Expense	4,659,480
615	Worker's Comp.	Expense	112,397
620	Self-Insurance - Liability	Expense	39,995
690	Retiree Benefit	Expense	-
730	Student Body Center Fee	Expense	11,877
825	FNX	Expense	367,836
830	KVCR Educational Foundation	Expense	268,104
890	EDCT Foundation	Expense	97,436

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 01 GENERAL FUND							
Revenue							
Federal Revenue (810000 to 819999)	2,578,672.48	106,570.56	106,570.56	4.13%	-	2,472,101.92	95.87%
Other State Revenue (860000 to 869999)	105,295,723.92	38,618,420.31	38,618,420.31	36.68%	-	66,677,303.61	63.32%
Other Local Revenue (880000 to 889999)	38,772,076.99	10,521,719.19	10,521,719.19	27.14%	(2,375.95)	28,252,733.75	72.87%
All Other Financing Sources (890000 to 897999)	9,591,054.00	1,488.30	1,488.30	0.02%	-	9,589,565.70	99.98%
Interfund Transfers In (898000 to 898999)	2,000,000.00	0.00	0.00	0.00%	-	2,000,000.00	100.00%
Total Revenue	158,237,527.39	49,248,198.36	49,248,198.36		(2,375.95)	108,991,704.98	
Expenditure							
Certificated Salary (100000 to 199999)	48,521,363.03	18,942,092.88	18,942,092.88	39.04%	-	29,579,270.15	60.96%
Classified Salary (200000 to 299999)	35,082,127.73	14,541,654.51	14,541,654.51	41.45%	-	20,540,473.22	58.55%
Employee Benefit (300000 to 399999)	27,282,898.05	10,716,884.91	10,716,884.91	39.28%	-	16,566,013.14	60.72%
Books and Supplies (400000 to 499999)	3,384,926.56	408,352.07	408,352.07	12.06%	61,130.90	2,915,443.59	86.13%
Services and Operating Expenditures (500000 to 599999)	32,840,831.21	4,359,995.13	4,359,995.13	13.28%	1,597,384.55	26,883,451.53	81.86%
Capital Outlay (600000 to 699999)	4,736,818.86	782,964.98	782,964.98	16.53%	173,576.84	3,780,277.04	79.81%
Interfund Transfers Out (730000 to 739999)	770,000.00	220,000.00	220,000.00	28.57%	550,000.00	0.00	0.00%
Other Transfers Out (740000 to 769999)	10,570,012.79	2,357,809.70	2,357,809.70	22.31%	1,424,931.00	6,787,272.09	64.21%
Total Expenditure	163,188,978.23	52,329,754.18	52,329,754.18		3,807,023.29	107,052,200.76	
Total Fund 01 GENERAL FUND	(4,951,450.84)	(3,081,555.82)	(3,081,555.82)		(3,809,399.24)	1,939,504.22	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 21 BOND INTEREST AND REDEMPTIONF							
Revenue							
Other State Revenue (860000 to 869999)	225,744.00	0.00	0.00	0.00%	-	225,744.00	100.00%
Other Local Revenue (880000 to 889999)	25,477,736.00	43,581.03	43,581.03	0.17%	-	25,434,154.97	99.83%
Total Revenue	25,703,480.00	43,581.03	43,581.03		-	25,659,898.97	
Expenditure							
Other Financing Uses (700000 to 729999)	29,169,261.00	20,419,324.50	20,419,324.50	70.00%	-	8,749,936.50	30.00%
Total Expenditure	29,169,261.00	20,419,324.50	20,419,324.50		-	8,749,936.50	
Total Fund 21 BOND INTEREST AND REDEMPTIONF	(3,465,781.00)	(20,375,743.47)	(20,375,743.47)		-	16,909,962.47	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 41 CAPITAL OUTLAY PROJECTS FUND							
Revenue							
Other State Revenue (860000 to 869999)	336,670.99	0.00	0.00	0.00%	-	336,670.99	100.00%
Other Local Revenue (880000 to 889999)	1,300,000.00	124,602.68	124,602.68	9.58%	-	1,175,397.32	90.42%
Total Revenue	1,636,670.99	124,602.68	124,602.68		-	1,512,068.31	
Expenditure							
Classified Salary (200000 to 299999)	210,085.69	87,535.70	87,535.70	41.67%	-	122,549.99	58.33%
Employee Benefit (300000 to 399999)	84,435.60	35,067.83	35,067.83	41.53%	-	49,367.77	58.47%
Services and Operating Expenditures (500000 to 599999)	1,108,036.99	462,044.21	462,044.21	41.70%	3,117.57	642,875.21	58.02%
Capital Outlay (600000 to 699999)	4,855,136.00	789,886.55	789,886.55	16.27%	219,778.61	3,845,470.84	79.20%
Total Expenditure	6,257,694.28	1,374,534.29	1,374,534.29		222,896.18	4,660,263.81	
Total Fund 41 CAPITAL OUTLAY PROJECTS FUND	(4,621,023.29)	(1,249,931.61)	(1,249,931.61)		(222,896.18)	(3,148,195.50)	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 42 REVENUE BOND CONSTRUCTION FUND							
Revenue							
Other Local Revenue (880000 to 889999)	0.00	15,208.92	15,208.92	100.00%	-	(15,208.92)	0.00%
Total Revenue	0.00	15,208.92	15,208.92		-	(15,208.92)	
Expenditure							
Services and Operating Expenditures (500000 to 599999)	250,000.00	(1,736.50)	(1,736.50)	(0.69%)	-	251,736.50	100.69%
Capital Outlay (600000 to 699999)	8,822,777.63	785,336.16	785,336.16	8.90%	152,105.13	7,885,336.34	89.37%
Total Expenditure	9,072,777.63	783,599.66	783,599.66		152,105.13	8,137,072.84	
Total Fund 42 REVENUE BOND CONSTRUCTION FUN	(9,072,777.63)	(768,390.74)	(768,390.74)		(152,105.13)	(8,152,281.76)	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 59 ENTERPRISE FUND-FCC AUCTION							
Revenue							
Other Local Revenue (880000 to 889999)	2,000,000.00	488,501.45	488,501.45	24.43%	-	1,511,498.55	75.57%
Interfund Transfers In (898000 to 898999)	2,000,000.00	0.00	0.00	0.00%	-	2,000,000.00	100.00%
Total Revenue	4,000,000.00	488,501.45	488,501.45		-	3,511,498.55	
Expenditure							
Services and Operating Expenditures (500000 to 599999)	2,852,210.00	73,329.00	73,329.00	2.57%	13,270.49	2,765,610.51	96.96%
Capital Outlay (600000 to 699999)	57,320,694.00	44,814,205.17	44,814,205.17	78.18%	751,796.62	11,754,692.21	20.51%
Other Financing Uses (700000 to 729999)	2,000,000.00	0.00	0.00	0.00%	-	2,000,000.00	100.00%
Interfund Transfers Out (730000 to 739999)	3,055,000.00	1,550,000.00	1,550,000.00	50.74%	-	1,505,000.00	49.26%
Total Expenditure	65,227,904.00	46,437,534.17	46,437,534.17		765,067.11	18,025,302.72	
Total Fund 59 ENTERPRISE FUND-FCC AUCTION	(61,227,904.00)	(45,949,032.72)	(45,949,032.72)		(765,067.11)	(14,513,804.17)	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 68 RETIREE BENEFIT FUND							
Revenue							
Other Local Revenue (880000 to 889999)	240,000.00	27,030.00	27,030.00	11.26%	31,287.75	181,682.25	75.70%
Total Revenue	240,000.00	27,030.00	27,030.00		31,287.75	181,682.25	
Expenditure							
Employee Benefit (300000 to 399999)	305,700.00	274,212.76	274,212.76	89.70%	-	31,487.24	10.30%
Total Expenditure	305,700.00	274,212.76	274,212.76		-	31,487.24	
Total Fund 68 RETIREE BENEFIT FUND	(65,700.00)	(247,182.76)	(247,182.76)		31,287.75	150,195.01	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 72 CHILD DEVELOPMENT FUND							
Revenue							
Federal Revenue (810000 to 819999)	545,440.00	79,035.34	79,035.34	14.49%	-	466,404.66	85.51%
Other State Revenue (860000 to 869999)	2,448,534.00	1,100,334.51	1,100,334.51	44.94%	-	1,348,199.49	55.06%
Other Local Revenue (880000 to 889999)	205,200.00	50,424.82	50,424.82	24.57%	-	154,775.18	75.43%
Total Revenue	3,199,174.00	1,229,794.67	1,229,794.67		-	1,969,379.33	
Expenditure							
Classified Salary (200000 to 299999)	1,772,891.34	890,871.40	890,871.40	50.25%	-	882,019.94	49.75%
Employee Benefit (300000 to 399999)	798,209.97	329,948.41	329,948.41	41.34%	-	468,261.56	58.66%
Books and Supplies (400000 to 499999)	291,194.49	83,528.45	83,528.45	28.68%	4,065.28	203,600.76	69.92%
Services and Operating Expenditures (500000 to 599999)	129,408.72	500.00	500.00	0.39%	605.00	128,303.72	99.15%
Capital Outlay (600000 to 699999)	207,469.51	3,495.96	3,495.96	1.69%	971.88	203,001.67	97.85%
Total Expenditure	3,199,174.03	1,308,344.22	1,308,344.22		5,642.16	1,885,187.65	
Total Fund 72 CHILD DEVELOPMENT FUND	(0.03)	(78,549.55)	(78,549.55)		(5,642.16)	84,191.68	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 73 STUDENT BODY CENTER FEE FUND							
Revenue							
Other Local Revenue (880000 to 889999)	294,700.00	192,932.30	192,932.30	65.47%	-	101,767.70	34.53%
Total Revenue	294,700.00	192,932.30	192,932.30		-	101,767.70	
Expenditure							
Classified Salary (200000 to 299999)	173,291.82	84,566.38	84,566.38	48.80%	-	88,725.44	51.20%
Employee Benefit (300000 to 399999)	64,078.50	29,099.00	29,099.00	45.41%	-	34,979.50	54.59%
Books and Supplies (400000 to 499999)	12,500.00	1,264.26	1,264.26	10.11%	8,189.40	3,046.34	24.37%
Services and Operating Expenditures (500000 to 599999)	19,581.20	0.00	0.00	0.00%	-	19,581.20	100.00%
Capital Outlay (600000 to 699999)	25,248.50	0.00	0.00	0.00%	-	25,248.50	100.00%
Total Expenditure	294,700.02	114,929.64	114,929.64		8,189.40	171,580.98	
Total Fund 73 STUDENT BODY CENTER FEE FUND	(0.02)	78,002.66	78,002.66		(8,189.40)	(69,813.28)	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 74 KVCR FUND							
Revenue							
Other Local Revenue (880000 to 889999)	1,799,452.63	134,763.93	134,763.93	7.49%	-	1,664,688.70	92.51%
Interfund Transfers In (898000 to 898999)	3,104,319.00	1,750,000.00	1,750,000.00	56.37%	-	1,354,319.00	43.63%
Total Revenue	4,903,771.63	1,884,763.93	1,884,763.93		-	3,019,007.70	
Expenditure							
Classified Salary (200000 to 299999)	1,895,760.34	926,504.81	926,504.81	48.87%	-	969,255.53	51.13%
Employee Benefit (300000 to 399999)	623,161.26	258,607.26	258,607.26	41.50%	-	364,554.00	58.50%
Books and Supplies (400000 to 499999)	33,250.00	3,056.90	3,056.90	9.19%	-	30,193.10	90.81%
Services and Operating Expenditures (500000 to 599999)	2,218,159.47	219,976.19	219,976.19	9.92%	12,880.24	1,985,303.04	89.50%
Capital Outlay (600000 to 699999)	133,000.00	14,058.42	14,058.42	10.57%	2,553.00	116,388.58	87.51%
Total Expenditure	4,903,331.07	1,422,203.58	1,422,203.58		15,433.24	3,465,694.25	
Total Fund 74 KVCR FUND	440.56	462,560.35	462,560.35		(15,433.24)	(446,686.55)	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 76 KVCR EDUCATIONAL FOUNDATION							
Revenue							
Other Local Revenue (880000 to 889999)	2,871,609.62	317,665.06	317,665.06	11.06%	-	2,553,944.56	88.94%
Interfund Transfers In (898000 to 898999)	600,681.00	0.00	0.00	0.00%	-	600,681.00	100.00%
Total Revenue	3,472,290.62	317,665.06	317,665.06		-	3,154,625.56	
Expenditure							
Classified Salary (200000 to 299999)	545,177.74	135,947.82	135,947.82	24.94%	-	409,229.92	75.06%
Employee Benefit (300000 to 399999)	187,057.86	45,427.21	45,427.21	24.29%	-	141,630.65	75.71%
Books and Supplies (400000 to 499999)	35,000.00	725.93	725.93	2.07%	-	34,274.07	97.93%
Services and Operating Expenditures (500000 to 599999)	986,517.62	80,969.77	80,969.77	8.21%	26,262.58	879,285.27	89.13%
Capital Outlay (600000 to 699999)	18,500.00	0.00	0.00	0.00%	-	18,500.00	100.00%
Interfund Transfers Out (730000 to 739999)	1,700,000.00	200,000.00	200,000.00	11.76%	-	1,500,000.00	88.24%
Total Expenditure	3,472,253.22	463,070.73	463,070.73		26,262.58	2,982,919.91	
Total Fund 76 KVCR EDUCATIONAL FOUNDATION	37.40	(145,405.67)	(145,405.67)		(26,262.58)	171,705.65	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 78 SELF INSURANCE-LIABILITY&PROP							
Revenue							
Other Local Revenue (880000 to 889999)	0.00	4,146.98	4,146.98	100.00%	-	(4,146.98)	0.00%
Interfund Transfers In (898000 to 898999)	550,000.00	0.00	0.00	0.00%	550,000.00	0.00	0.00%
Total Revenue	<u>550,000.00</u>	<u>4,146.98</u>	<u>4,146.98</u>		<u>550,000.00</u>	<u>(4,146.98)</u>	
Expenditure							
Services and Operating Expenditures (500000 to 599999)	785,000.00	562,823.22	562,823.22	71.70%	3,356.17	218,820.61	27.88%
Total Expenditure	<u>785,000.00</u>	<u>562,823.22</u>	<u>562,823.22</u>		<u>3,356.17</u>	<u>218,820.61</u>	
Total Fund 78 SELF INSURANCE-LIABILITY&PROP	<u>(235,000.00)</u>	<u>(558,676.24)</u>	<u>(558,676.24)</u>		<u>546,643.83</u>	<u>(222,967.59)</u>	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 79 EDCT FOUNDATION							
Revenue							
Other State Revenue (860000 to 869999)	266,571.00	18,619.44	18,619.44	6.98%	-	247,951.56	93.02%
Other Local Revenue (880000 to 889999)	17,194.67	5,737.17	5,737.17	33.37%	-	11,457.50	66.63%
Interfund Transfers In (898000 to 898999)	220,000.00	220,000.00	220,000.00	100.00%	-	0.00	0.00%
Total Revenue	503,765.67	244,356.61	244,356.61		-	259,409.06	
Expenditure							
Certificated Salary (100000 to 199999)	3,000.00	0.00	0.00	0.00%	-	3,000.00	100.00%
Classified Salary (200000 to 299999)	217,877.66	105,004.87	105,004.87	48.19%	-	112,872.79	51.81%
Employee Benefit (300000 to 399999)	56,599.35	21,446.77	21,446.77	37.89%	-	35,152.58	62.11%
Books and Supplies (400000 to 499999)	40,944.67	9,405.36	9,405.36	22.97%	-	31,539.31	77.03%
Services and Operating Expenditures (500000 to 599999)	54,967.02	22,218.61	22,218.61	40.42%	54.84	32,693.57	59.48%
Capital Outlay (600000 to 699999)	130,376.98	22,396.24	22,396.24	17.18%	-	107,980.74	82.82%
Total Expenditure	503,765.68	180,471.85	180,471.85		54.84	323,238.99	
Total Fund 79 EDCT FOUNDATION	(0.01)	63,884.76	63,884.76		(54.84)	(63,829.93)	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 82 SCHLRSH&LOAN AGENCY KVCR-FNX							
Revenue							
Other Local Revenue (880000 to 889999)	3,018,000.00	11,707.02	11,707.02	0.39%	-	3,006,292.98	99.61%
Total Revenue	3,018,000.00	11,707.02	11,707.02		-	3,006,292.98	
Expenditure							
Classified Salary (200000 to 299999)	1,232,267.16	424,929.98	424,929.98	34.48%	-	807,337.18	65.52%
Employee Benefit (300000 to 399999)	412,208.78	131,532.72	131,532.72	31.91%	-	280,676.06	68.09%
Books and Supplies (400000 to 499999)	30,800.00	2,990.08	2,990.08	9.71%	138.05	27,671.87	89.84%
Services and Operating Expenditures (500000 to 599999)	1,448,435.00	168,161.04	168,161.04	11.61%	38,915.37	1,241,358.59	85.70%
Capital Outlay (600000 to 699999)	65,000.00	3,471.07	3,471.07	5.34%	1,050.78	60,478.15	93.04%
Total Expenditure	3,188,710.94	731,084.89	731,084.89		40,104.20	2,417,521.85	
Total Fund 82 SCHLRSH&LOAN AGENCY KVCR-FNX	(170,710.94)	(719,377.87)	(719,377.87)		(40,104.20)	588,771.13	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

BEST NET CONSORTIUM
72 - San Bernardino Community College
Budget Summary Report - Summary (From: 7/1/2018 To: 6/30/2019)
Budget Summary for Board Meetings

Major Range Description	Revised Budget	Current Activity	Activity Year To Date	% Activity	Pre/Encumbered Pended Activity	UnEncumbered Balance	% Remaining
Fund 84 WORKERS COMPENSATION FUND							
Revenue							
Other Local Revenue (880000 to 889999)	1,257,000.00	249,611.18	249,611.18	19.86%	223,625.00	783,763.82	62.35%
Total Revenue	1,257,000.00	249,611.18	249,611.18		223,625.00	783,763.82	
Expenditure							
Services and Operating Expenditures (500000 to 599999)	1,257,000.00	436,818.01	436,818.01	34.75%	-	820,181.99	65.25%
Total Expenditure	1,257,000.00	436,818.01	436,818.01		-	820,181.99	
Total Fund 84 WORKERS COMPENSATION FUND	<u>0.00</u>	<u>(187,206.83)</u>	<u>(187,206.83)</u>		<u>223,625.00</u>	<u>(36,418.17)</u>	

Criteria: Type = Summary; Budget Status = Revised; Include Accruals = Yes; Negative Balance = No; Include Budget Account Details = No; Include GL Status = Pended,Encumbered,PreEncumberd; Sort/Group = Fund,Major Range; Page Break by = Fund; Account Masking = No Masking; Fund = !51,!69; Suppress Net Zero Accounts = Yes; Default Column Order = No; Display Columns FTR = GL Status

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Al Jackson, Chief of Police
DATE: January 10, 2019
SUBJECT: District Clery Act Compliance Report

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

Postsecondary educational institutions (institutions) that participate in student aid programs under Title IV of the federal Higher Education Act of 1965, as amended, are required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) to create an annual security report by October 1 of each year. This security report must contain required crime statistics of the institution as well as certain security policy disclosures. When institutions do not comply with the Clery Act, they inhibit the ability of students and others to make informed decisions about campus security. Further, the U.S. Department of Education can impose financial penalties of up to \$55,907 per violation against noncompliant institutions.

ANALYSIS

Monthly Report of Clery Crimes for November 2018 (See attached).

INSTITUTIONAL VALUES

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
CLERY ACT CRIMES
November 2018**

ON CAMPUS:

CRAFTON

Case #	Reported	Offense	Reportable Clery Crime	Location	Disposition
18-0597	11/27/2018	PC 647 (f)	Under the Influence of Alcohol	Lot D	Subject Arrested

DISTRICT
NO INCIDENTS TO REPORT

VALLEY

Case #	Reported	Offense	Reportable Clery Crime	Location	Disposition
18-0580	11/20/2018	VC 10851	Grand Theft Auto	Lot 3	Report Taken
18-0592	11/27/2018	H&S 11364(A)	Possession of Drug Paraphernalia	Lot 7	Subject Arrested

PUBLIC PROPERTY:

CRAFTON
NO INCIDENTS TO REPORT

DISTRICT
NO INCIDENTS TO REPORT

VALLEY

Case #	Reported	Offense	Reportable Clery Crime	Location	Disposition
18-0515	11/01/2018	VC 10851	Grand Theft Auto	Swap Lot	Report Taken
18-0595	11/27/2018	H&S 11364(A)	Possession of Drug Paraphernalia	Grant Ave	Subject Arrested

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Lawrence P. Strong, Director of Fiscal Services
DATE: January 10, 2019
SUBJECT: General Fund Cash Flow Analysis

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District's budget is a financial plan based on estimated revenues and expenditures for the fiscal year, which runs from July 1 through June 30. Cash refers to what is actually in the District's treasury on a day-to-day and month-to-month basis. Monitoring the amount of cash available to meet the District's financial obligations is the core responsibility of the Fiscal Services Department. Attached is the restricted and unrestricted General Fund monthly cash flow analysis for the District.

ANALYSIS

The General Fund cash balance as of June 30, 2019 is estimated to be \$20,842,742.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This is an information item only. There are no financial implications.



General Fund Cash Flow Analysis – Restricted & Unrestricted Fiscal Year 2018-19

(as of December 13, 2018, rounded to the nearest \$1,000)

	PROJECTED												ACCRUALS	TOTAL
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN		
Estimated Beginning Cash Balance	35,917	37,386	34,882	36,454	33,008	30,690	52,886	46,177	36,844	33,299	30,017	28,293		
Receipts														
Federal		-1		130	-22	108	22	4	569	191	-218	1,796		2,579
State	6,908	6,209	11,863	6,458	7,180	25,155	7,504	4,742	12,208	7,710	10,944	-1,586		105,296
State Deferrals														
Local	1,664	889	1,600	2,448	3,633	14,284	1,980	1,813	1,345	7,012	4,961	-2,855		38,772
Temporary Borrowings														
Inc Transfer & Sale of Assets				1		10,983					16	591		11,591
Accounts Receivable/Accruals	711	275	645	2,419	169	-757	-144	305	274	102	-1,041	59		3,015
Total Receipts	9,284	7,371	14,108	11,456	10,959	49,774	9,361	6,863	14,396	15,014	14,662	-1,995		161,253
Disbursements														
Academic Salaries	-2	2,021	3,941	4,320	4,274	4,381	4,401	3,939	4,467	4,445	4,434	7,900		48,521
Classified Salaries	2,203	2,483	3,737	2,788	2,784	3,305	2,929	2,863	3,023	2,984	3,046	2,937		35,082
Benefits	1,050	1,771	2,366	2,191	2,200	2,400	2,365	2,320	2,397	2,403	2,427	3,391		27,283
Supplies & Materials	-3	11	81	152	111	59	161	250	148	232	283	1,899		3,385
Other Operating Exp	4	277	1,536	1,098	1,091	5,026	5,171	5,865	6,454	6,875	6,159	-6,716		32,841
Capital Outlay	-1	4	134	223	398	122	52	428	194	153	299	2,732		4,737
Other Outgo			264		2,260	597	115	507	1,213	1,203	118	5,062		11,340
Longterm Post-Employment Benefits	-6	-1	-2	-17	-9	-1	-3	-1	9	-1	-2	-4		-38
Accounts Payable/Accruals	4,570	3,309	479	4,146	168	11,689	878	25	36	2	-379	-11,747		13,176
Total Disbursements	7,814	9,876	12,536	14,902	13,277	27,577	16,070	16,197	17,942	18,296	16,386	5,455		176,327
Increase / (Decrease) in Cash Balance	1,469	-2,504	1,572	-3,446	-2,318	22,196	-6,709	-9,333	-3,545	-3,282	-1,724	-7,450		
Estimated Ending Cash Balance	37,386	34,882	36,454	33,008	30,690	52,886	46,177	36,844	33,299	30,017	28,293	20,843		

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Jeremiah Gilbert, Interim Executive Director, Research & Planning

DATE: January 10, 2019

SUBJECT: Key Performance Indicator (KPI) Dashboard Updates

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

The attached data sheets provide updates to the KPIs that have been revised with 2017-18 data.

ANALYSIS

2017-18 data is now available for KPI 1.3 (Number of Degree and Certificates Awarded each Year) and KPI 1.6 (Course Success Rate). Along with including 2017-18 data, these data sheets have been reformatted and now include campus data, when available. Once all KPIs have been updated with 2017-18 data, the full dashboard will be revised and updated online.

INSTITUTIONAL VALUES

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

Goal 1: Student Success

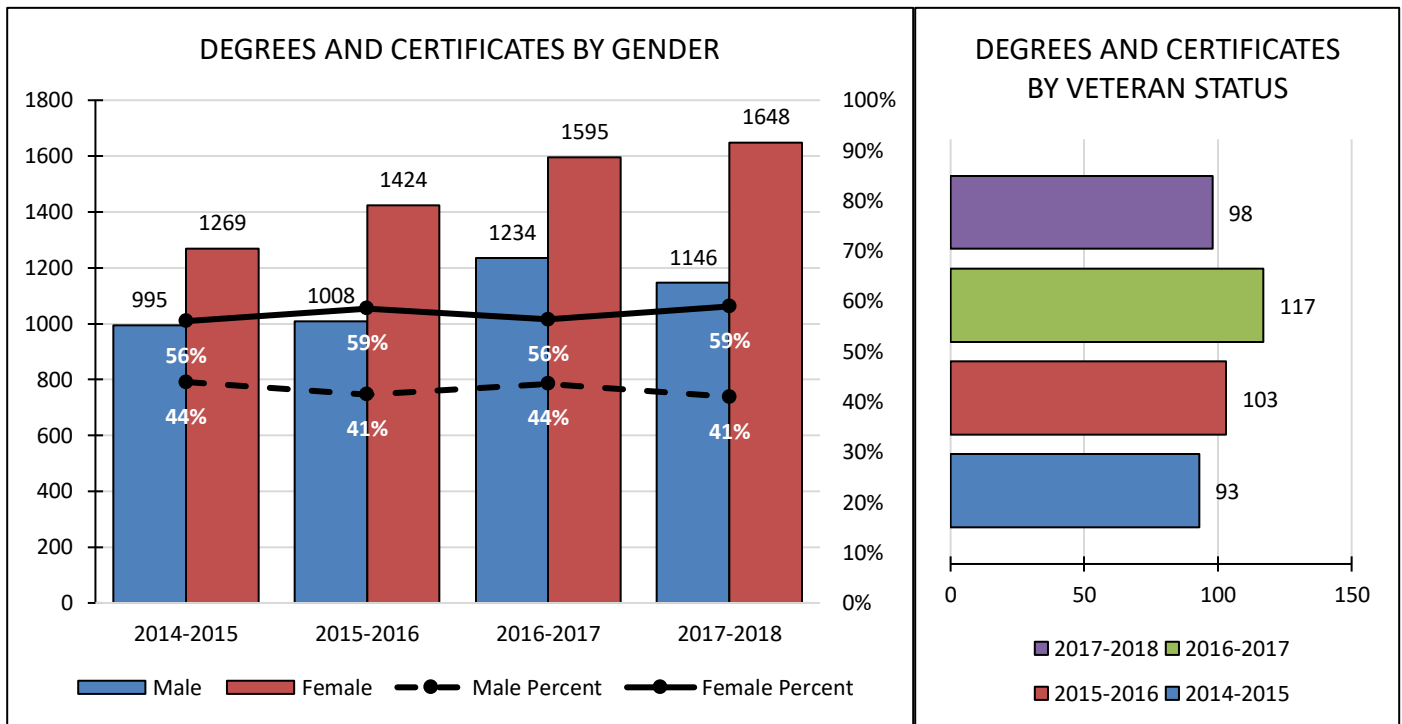
KPI 1.3: Number of Degree and Certificates Awarded each Year

Objective: Increase student success while preserving access, enhancing quality, and reducing attainment gaps associated with income, race, ethnicity, age, and gender.

Definition: Total number of degrees and certificates earned for the academic year. For this calculation, the academic year goes from summer of the previous year to spring of the subsequent year (e.g. Summer 2017 – Spring 2018 is the calendar for the 2017 academic year).

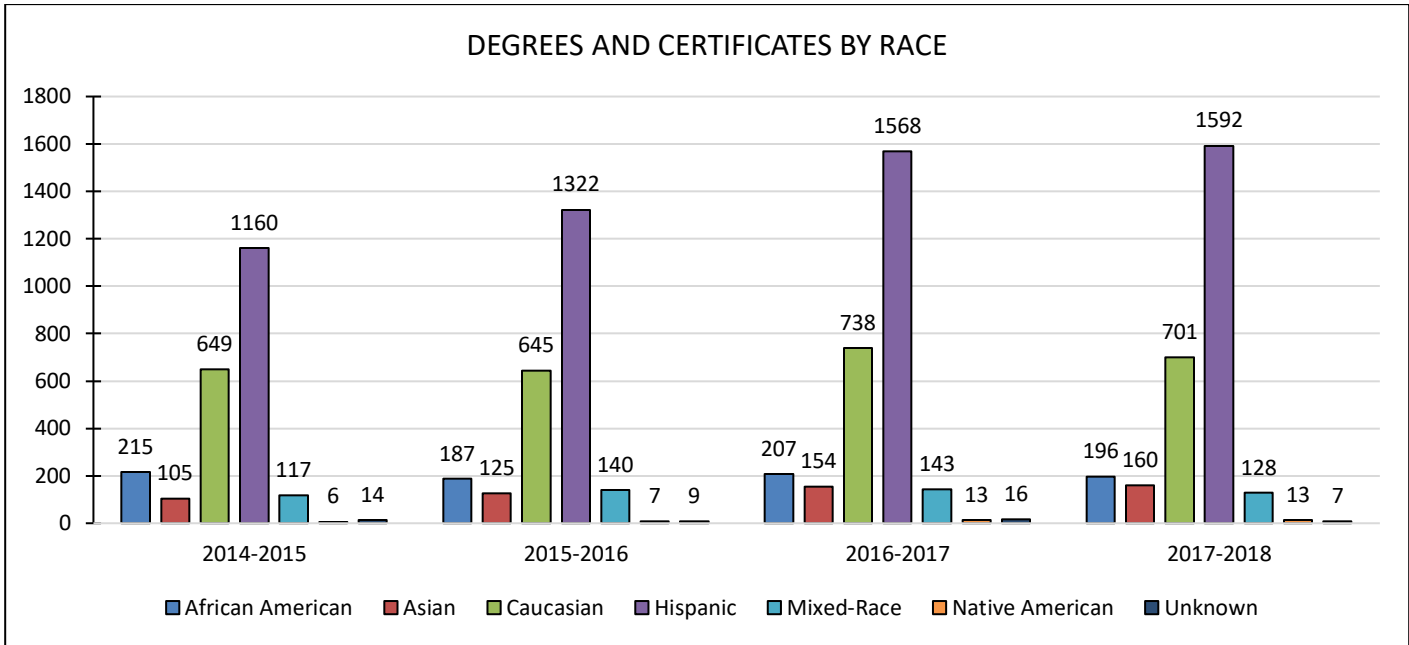
Measurement Frequency: Annual

KPI 1.3: Number of Degrees and Certificates Awarded each Year	2014-2015 Total	2015-2016 Total	2016-2017 Total	2017-2018 Total
Crafton Hills College (CHC)	937	971	1079	1143
San Bernardino Valley College (SBVC)	1329	1464	1760	1654
SBCCD (Total)	2266	2435	2839	2797

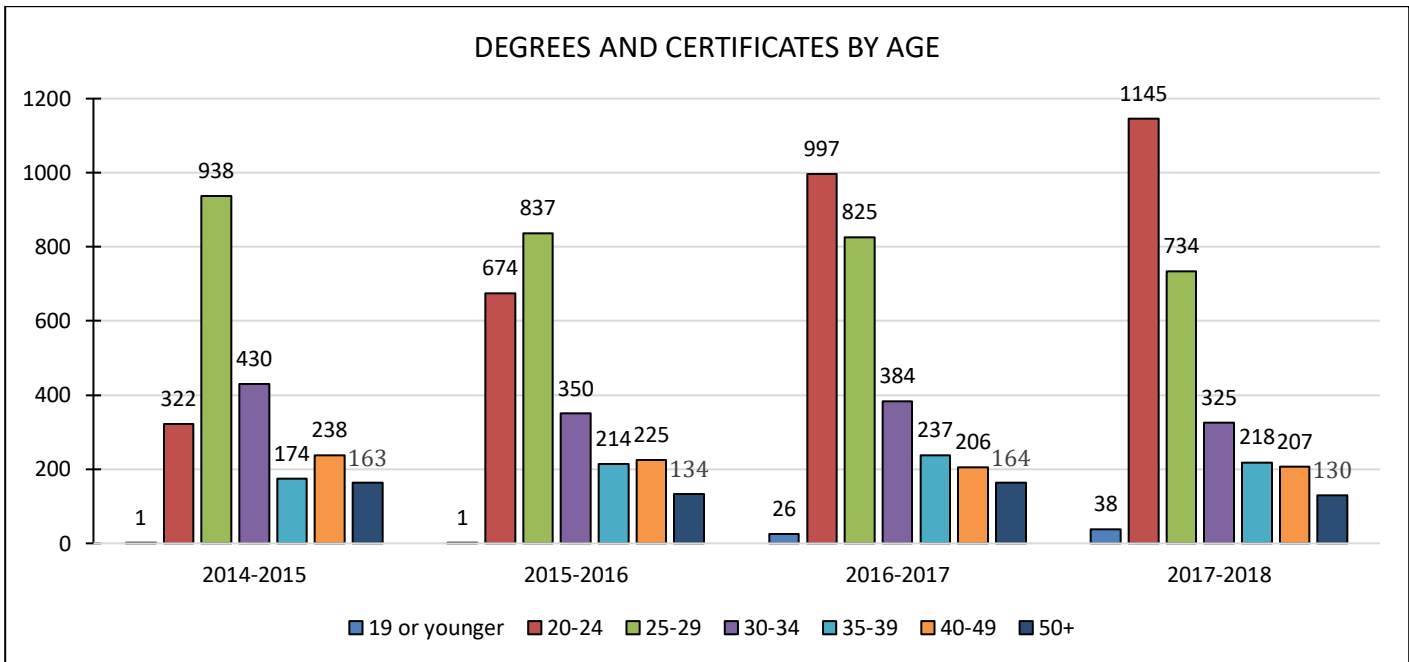


Graduation Analysis - Overall and by Gender: For both colleges, the overall number of graduates has steadily increased over the last four years (slight decline in 2017-2018). The district has experienced an average increase of 424 graduates per year since the 2014-2015 baseline year. Females consistently represented a higher percentage of SBCCD graduates than males over this four-year period (average of 57.5% vs. 42.5%, respectively).

Veterans Analysis: Over this 4-year period, SBCCD graduated an average of 103 veterans per year.



Analysis: On average, over this four-year period, Hispanics comprised approximately 54% (1410 per year) of all SBCCD graduates. The second highest were Caucasian with 26% (683 per year). The lowest were mixed-race and Native American. Only Asians and Hispanics saw a consistent increase in graduates over this four-year period (28% per year and 22% per year, respectively).



Analysis: On average, over this four-year period, the **25-29 age group** comprised approximately 32% (834 graduates per year) of all SBCCD graduates. The second highest was the **18-24 age group** with 30% (785 graduates per year) of all SBCCD graduates. The lowest was the **19 or younger age group** with 0.6% (17 per year) of all SBCCD graduates.

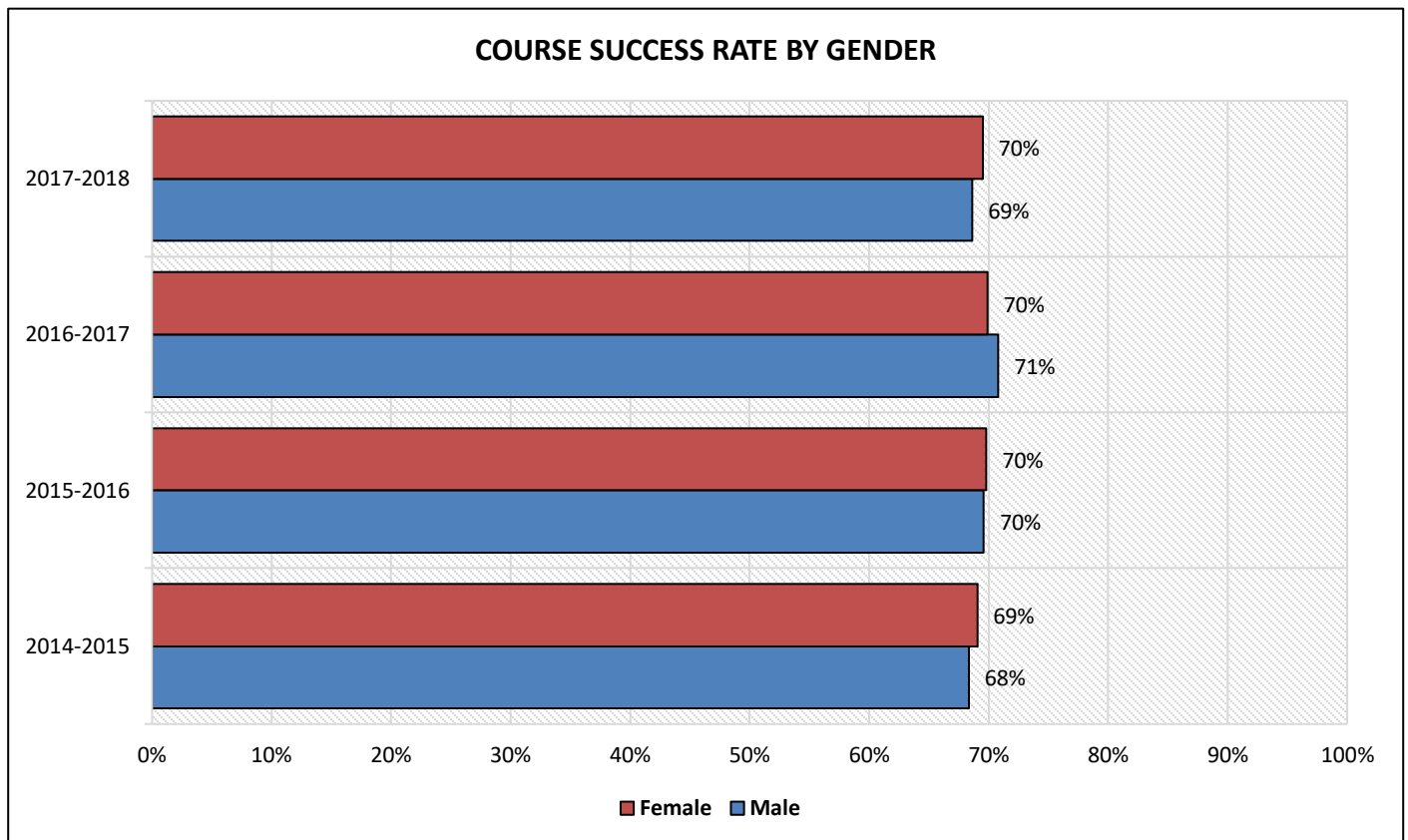
Goal 1: Student Success
KPI 1.6: Course Success Rate

Objective: Increase student success while preserving access, enhancing quality, and reducing attainment gaps associated with income, race, ethnicity, age, and gender.

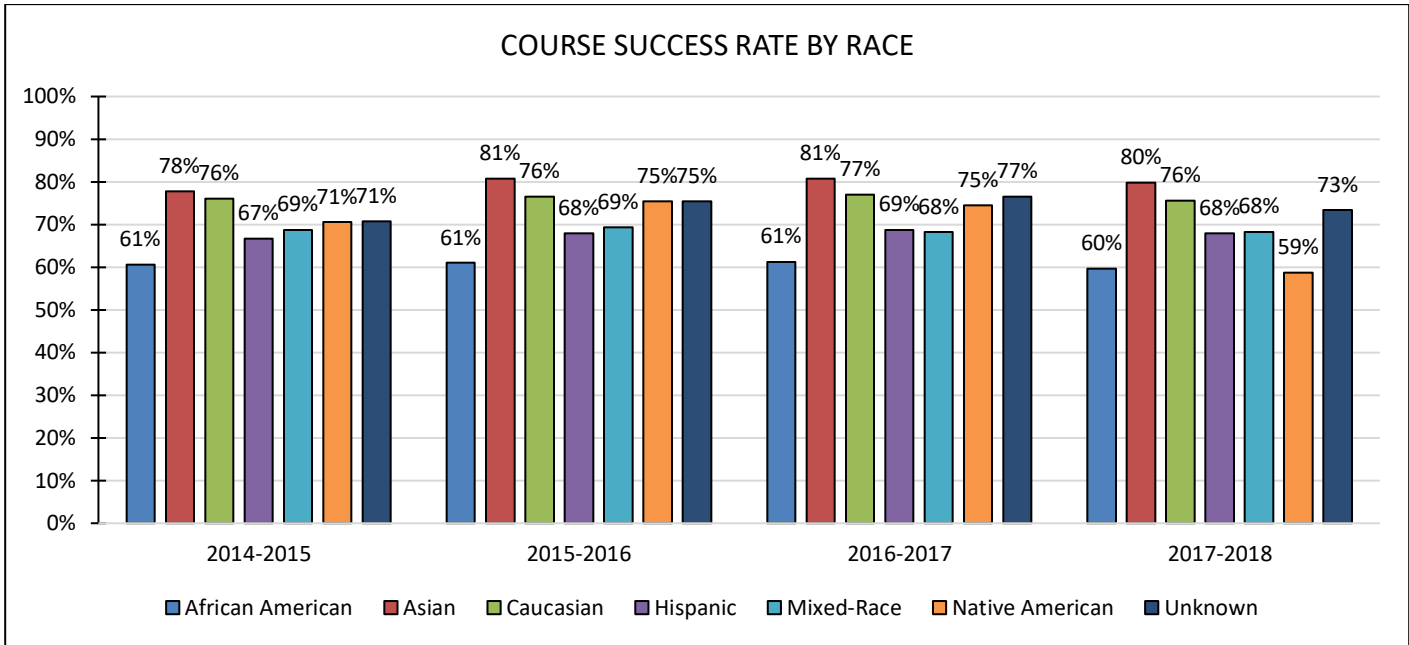
Definition: Course success rate is defined as the percent of students earning an A, B, C, or P grade divided by the number of Grades on Record (A, B, C, D, F, P, NP, I, or W) each academic year: summer, fall, and spring.

Measurement Frequency: Annual

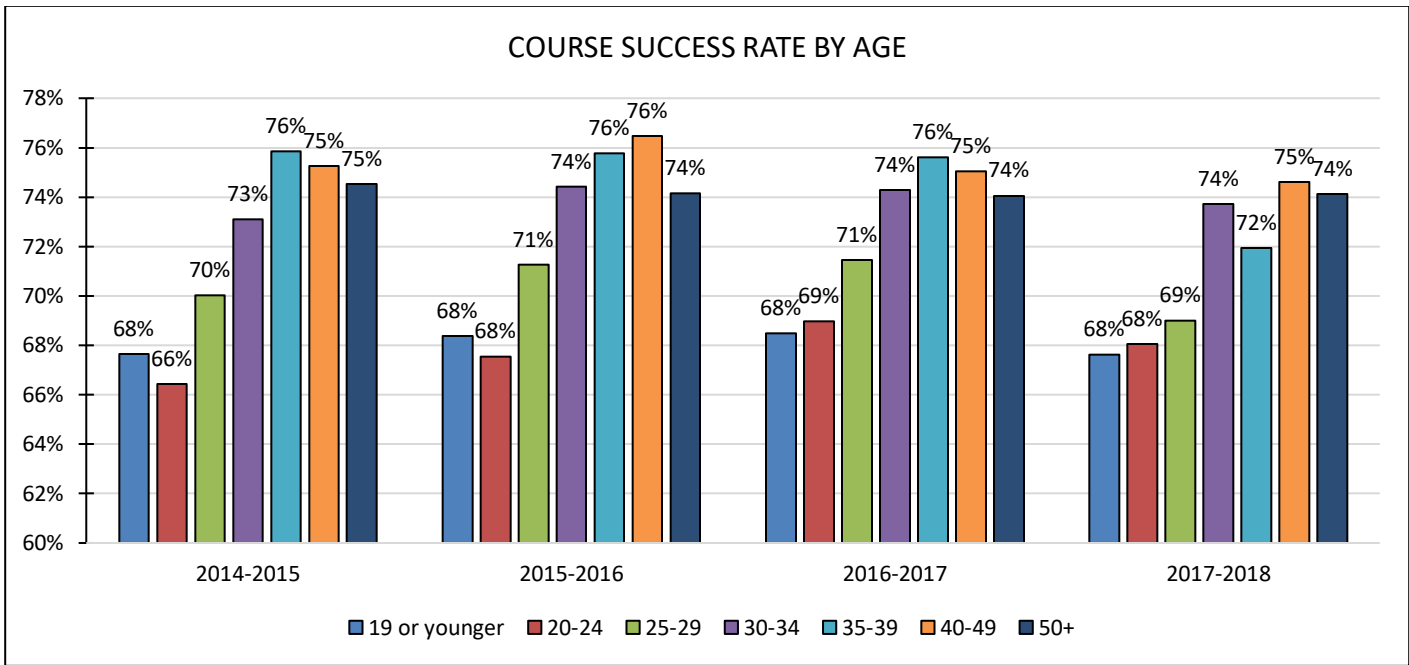
KPI 1.6: Course Success Rate	2014-2015 Total	2015-2016 Total	2016-2017 Total	2017-2018 Total
Crafton Hills College (CHC)	73.58%	73.28%	73.05%	72.48%
San Bernardino Valley College (SBVC)	66.47%	68.08%	69.06%	67.62%
SBCCD (Total)	70.02%	70.68%	71.06%	70.06%



Course Success Analysis - Overall and by Gender: For both colleges, the **overall** course success rate **has remained stable** over the last four years (~70%). This number parallels with the state average (71.34%). Also, there **is virtually no gender gap in course success rate** (Males = 69.5% and Females = 69.75%).



Analysis: On average, over this four-year period, Asian students had the highest course success rate (80%). The second highest were Caucasian students with 76%. The lowest were African Americans with 60.5%.



Analysis: On average, over this four-year period, the 35-39, 40-49 and 50+ age groups had the highest course success rate (~75% each). This number is 3 percentage points higher than the state average of 71%. The lowest course completion rate was seen in the 19 or younger and the 20-24 age groups (~68% each).

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Memorandums of Understanding between SBCCD and CSEA
Chapter #291

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

SBCCD and the California School Employees Association Chapter #291 (CSEA) met and entered into the attached Memorandum(s) of Understanding or MOU(s).

ANALYSIS

The attached MOU(s) constitute(s) the full and complete Agreement between the District and the CSEA, pending ratification by the CSEA.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this information item.

MEMORANDUM OF UNDERSTANDING
By And Between
San Bernardino Community College District
And
California School Employees Association and its San Bernardino CCD Chapter #291

November 29, 2018

Use of ADP Electronic Work Reporting System

Terms and Conditions: The San Bernardino Community College District, (hereinafter, "District") and the California School Employees Association and its San Bernardino CCD Chapter 291 (hereinafter, "Association") agree as follows:

All bargaining unit members shall be provided comprehensive training on the use of ADP Electronic Work Reporting System during Professional Development days and/or as needed and shall be part of the New Hire Orientation when initially hired by the District. Unit members will be notified of any ADP software updates and will be provided training as needed and/or job aids showing members how to implement the changes.

The intent and purpose of the ADP Electronic Work Reporting System is to ensure the accuracy of hours worked and leave usage only and is not considered a "time clock".

It is understood and agreed upon by the District and Association that a six (6) month extended trial period will commence upon approval of this MOU by the Board of Trustees and CSEA Policy 610. Both parties mutually agree to negotiate the effects of the use of ADP Electronic Work Reporting System at the conclusion of the trial period.

The District and Association agree that the monitoring and supervising of the ADP Electronic Work Reporting System is the responsibility of the unit members' immediate supervisor/administrator and shall not be assigned to bargaining unit members.

The District and Association agree that bargaining unit member's immediate supervisor shall be responsible for reviewing the accuracy of all ADP Electronic Work Reporting System submissions.

The District and Association agree that bargaining unit members shall be responsible for accurately recording hours worked and leave usage. Unit members will have the opportunity to make any necessary corrections to ADP Electronic Work Reporting system.

The District and Association agree that data entered into ADP Electronic Work Reporting System during the trial period as defined above shall not be subject to the disciplinary process and/or means for disciplinary action.

This memorandum of understanding and subject matter shall be subject to the grievance process within the bargaining agreement Article 18: Grievance Procedure.

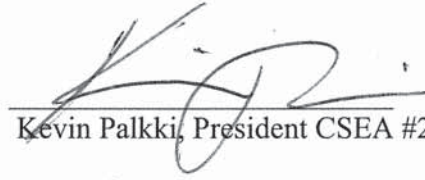
This agreement is subject to the procedures required by CSEA Policy 610.

For the District

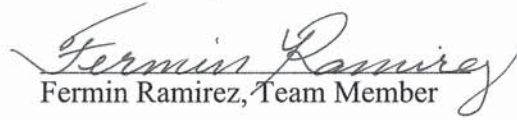


Byron K. Isaac, SBCCD
Labor Relations &
Compliance Director, Human Resources

For CSEA



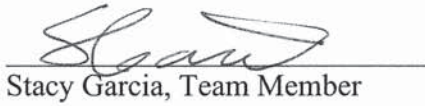
Kevin Palkki, President CSEA #291



Fermin Ramirez, Team Member




Ginger Suthin, Team Member



Stacy Garcia, Team Member



David Stevenson, Team Member



Myesha Kennedy, CSEA LRR

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER #291

December 6, 2018

Terms and Conditions: This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association, and its Chapter #291, (hereinafter "Association"), collectively referred to as "the Parties".

The parties agree that per CESA Agreement, Article 6.2 -Workweek/Workday, Natividad Rodriguez, EOPS Coordinator, permanent work shift will change as described below. First day of permanent schedule will be Monday, January 21, 2019.

FROM


Monday 9:30am-6:00pm
Tuesday 9:30am-6:00pm
Wednesday 8:30am-5:00pm
Thursday 8:30am-5:00pm
Friday 8:00am- 4:30pm

TO


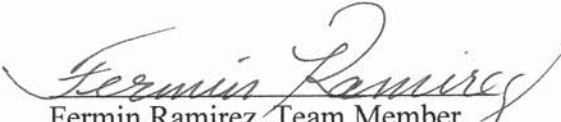
Monday 9:00 am to 5:30 pm
Tuesday 9:00 am to 5:30 pm
Wednesday 8:30 am to 5:00 pm
Thursday 8:30 am to 5:00 pm
Friday 8:00 am to 4:30 pm

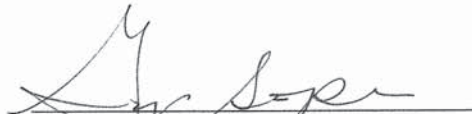
This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District



Byron K. Isaac, SBCCD
Labor Relations &
Compliance Director, Human Resources

For CSEA



Kevin Palkki, President CSEA #291

Fermin Ramirez, Team Member



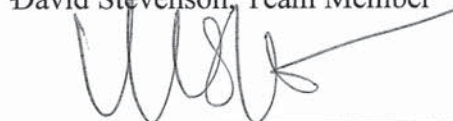
Ginger Sutphin, Team Member



Stacy Garcia, Team Member



David Stevenson, Team Member



Myesha Kennedy, CSEA LRR

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Kristina Hannon, Executive Director, Human Resources
DATE: January 10, 2019
SUBJECT: Memorandums of Understanding between SBCCD and the
SBCCDTA CTA/NEA

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

SBCCD and the San Bernardino Community College District Teachers Association met and entered into the attached MOU(s).

ANALYSIS

The attached MOU(s) constitute(s) the full and complete Agreement between the District and the Association.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this information item.

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER CTA/NEA

**Union Release Time MOU
December 14, 2018**

Whereas: The District and the Association agree that since the 2015-2016 release time agreement, the colleges have both had substantial growth; and

Whereas: The workload for the association has increased as such that additional release time is required to manage the associated workload; and

Whereas: The association has the right to receive a reasonable number of representatives and time according to the Educational Employee Relations Act (EERA) section 3543.1(c); and

Whereas: The association currently does not receive the appropriate release time for the purposes of grievances and negotiations; and

Whereas: The District is receiving limited funds from the state for mandated costs through a block grant; and

Whereas: The District is in need of union support and participation on district wide initiative and events in which release time can be utilized; and

Whereas: The fiscal rationale provided by the District indicates that there are sufficient funds to support our proposal.

IT IS THEREFORE AGREED THAT:

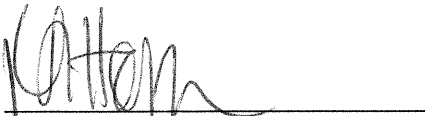
The following changes be made to Article 3: Association Rights:

L. Released Time for the Association

1. The Association shall receive a maximum of three (3) FTE release time per academic school year under this provision when meeting and negotiating and for the process of grievances. The three (3) FTE can be distributed among bargaining unit representatives as the unit sees fit when meeting and negotiating and for the processing of grievances. By mutual agreement, if the work of the negotiations and/or grievance(s) with the District goes into the summer or winter breaks, then all involved members of the teams including the executive board shall be compensated.

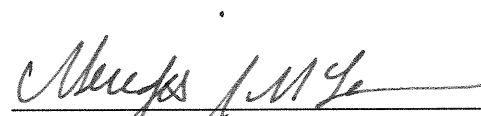
This Agreement is made and entered into this 14th day of December, 2018.

SBCCD:



Kristina Hannon
Executive Director, Human Resources

SBCCDTA:



Meridyth McLaren
President, SBCCDTA

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Stacey Nikac, Senior Executive Assistant

DATE: January 10, 2019

SUBJECT: New Board Member Orientation

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

Per Board Policy 2740 Board Education, the Board of Trustees is committed to its ongoing development as a Board and to a trustee education program that includes new trustee orientation. To that end, the Board will engage in study sessions, provide access to reading materials, and support conference attendance and other activities that foster trustee education.

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

- a. Dr. Stephanie Houston, elected in November 2018, was given the oath of office on December 13, 2018.
- b. Chancellor Baron and President Williams reviewed the Board Orientation Handbook with Dr. Houston on December 12, 2018.

ANALYSIS

Orientation sessions shall be scheduled for new Board of Trustee appointees.

INSTITUTIONAL VALUES

I. Governance and Effective Leadership

FINANCIAL IMPLICATIONS

None