San Bernardino Community College District
Board Meeting
August 14, 2025
4:00 pm-6:00 pm Pacific Time

Physical Meeting Location:
San Bernardino Community College District
550 E. Hospitality Lane, Suite 200, Boardroom
San Bernardino, CA 92408

Trustee Aguilera's Physical Location:
Fresno State University
University Business Center
5245 N. Backer Ave.
Fresno, CA 93740

Livestream
https://www.youtube.com/@sanbernardinocommunitycoll42/streams

Public records relating to an open session agenda item that is distributed within 72 hours prior to the meeting is available for public inspection in the Office of the Chancellor at SBCCD, 550 E. Hospitality Ln., Suite 200, San Bernardino, CA, during regular business hours or on the District's website www.sbccd.edu

Anyone who wishes to address the Board of Trustees on an agenda or non-agenda item may do so pursuant to Board Policy 2350 Speakers. Presentations relating to matters on the agenda shall be heard before the vote is called. Comments on non-agenda items shall do so at the time designated on the agenda. Comments must be limited to three (3) minutes per speaker or 20 minutes on the same, or a substantially similar subject, unless the Board votes to extend the time limit.

If you have questions about access or require an accommodation in order to participate in the public meeting, please contact the Chancellor's Office at (909) 388-6903 as far in advance of the Board meeting as possible.

I. **CALL TO ORDER – PLEDGE OF ALLEGIANCE**
II. **PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS**
III. **CLARIFICATION**
IV. **PRESENTATIONS**
    A. Board Policy & Procedure Advisory Committee Presentation

B. Board Finance Committee Presentation

C. KVCR Presentation

V. **APPROVAL OF MINUTES**

A. 06-12-2025

B. 06-24-2025 (Board Retreat)

VI. **RECOGNITION/CELEBRATIONS**

A. Recognize Applause Cards Recipients For Extending Extra Effort to Provide Quality Service and Valued Assistance

B. Retirement Recognition

VII. **ACTION AGENDA**

A. Board Policies for Final Approval

B. Naming of CHC Music Room in the new Finkelstein Performing Arts Center as the Elaine S. Rosen Music Room

C. Public Hearing and Acknowledgement of Initial Proposals to Reopen Negotiations with the CSEA Chapter 291

VIII. **CONSENT AGENDA**

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

A. **Instruction/Student Services**

1. Curriculum - SBVC

B. **Human Resources**

1. Adjunct and Substitute Academic Employees
2. Appointment of District Employees
3. Appointment of Interim Managers
4. Confidential-Supervisory Job Description Revision
5. Contracts for Tenure Track Academic Employees
6. Employee Promotions
7. Employment Contracts for Academic Classified Managers
8. Management Tuition Reimbursement
9. Non-Instructional Pay
10. Payment of Stipends
11. Revise Rates of Pay for Professional Expert

C. **Business & Fiscal Services**

1. Alcoholic Beverages
2. Authorized Signature List FY 2025-26
3. Conference Request
4. Contracts at or Above $114,800
5. Rescind the Approval of Individual Memberships
6. Individual Membership
7. Request for Proposal and Contact - HVAC Equipment
8. Request for Proposal and Contract - Print & Copier Service
9. San Bernardino Valley College - Donations
10. Surplus Property and Authorize Donation to Yucaipa-Calimesa Joint Unified School District
11. Surplus Property and Authorization for Private Sale or Disposal

D. **Facilities**

1. Master Services Agreements Task Orders for Bond Construction
2. Ratification of Agreement for Acquisition of Real Property Identified as "Bernstein Property"
3. Ratification of Approval of Pre-Development Agreement of RFQ/T #01-2324-03

IX. **REPORTS**

A. Board Committee & Activity Reports

1. Board Finance Committee (BFC)
2. Board Legislative Committee (BLC)
3. Board Policy & Procedures Advisory Committee (BPPAC)

Regional & State Reports

1. Board of Governors (BOG)
2. Joint Powers Authority (JPA)

B. Chancellor's Report

1. SBCCD Strategic Plan: Goal 1 Update

C. Represented Groups (3 minutes per group)

1. Crafton Hills College Academic Senate
2. Crafton Hills College Classified Senate
3. Crafton Hills College Associated Students
4. San Bernardino Valley College Academic Senate
5. San Bernardino Valley College Classified Senate
6. San Bernardino Valley College Associated Students

7. CSEA
8. CTA
9. Police Officers Association

D. Staff Reports (3 minutes per person)
1. San Bernardino Valley College President
2. Crafton Hills College President
3. Executive Vice Chancellor
4. Vice Chancellor of Human Resources & Police Services
5. Vice Chancellor of Educational & Student Support Services
6. Associate Vice Chancellor of Government Relations & Strategic Communications

X. **INFORMATION ITEMS**

A. Board Master Action Planning Calendar
B. Board Policies for First Reading
C. Budget Revenue & Expenditure Summary
D. CCFS-320 Apportionment Attendance Report for FY 2025 Period 3
E. Construction Change Orders and Amendments - Bond
F. Contracts Below $114,800
G. District Grant Update
H. General Fund Cash Flow Analysis
I. Lexipol Policies and Procedures
J. MOUs between SBCCD and the CSEA
K. MOUs between SBCCD and the CTA
L. MOUs between SBCCD and POA
M. Professional Expert Short-Term and Substitute Employees
N. Purchase Order Report
O. Resignations
P. Volunteers

XI. **ANNOUNCEMENT OF CLOSED SESSION ITEMS**

A. Conference with Labor Negotiators
Government Code 54957.6
Agency Representatives: Diana Rodriguez and Kristina Hannon
Non-Represented Groups: CSEA, CTA, POA,
Management/Supervisors, and Confidential Employees

B. Public Employee Discipline/Dismissal/Release/Non Re-Employment
Government Code 54957
Number of cases: 1

C. Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation Pursuant to Subdivision (d)(2) and (e) of Government Code Section 54956.9
Number of cases: 1

D. Conference with Legal Counsel – Existing Litigation
Government Code 54956.9(e)(3) or (d)(1)
Number of cases: 1

E. Public Employee Performance Evaluation
Government Code Section 54957(b)(1)
Title: Chancellor

F. Conference with Real Property Negotiator
Government Code Section 54956.8
Properties - Assessor Parcel Numbers:
0141-151-32-0000, 0141-151-31-0000, 0141-151-43-0000, 0141-151-44-0000, 0164-013-11-0000, 0164-013-12-0000, 0160-183-56-0000
Negotiating Parties: SBCCD (Proposed Buyer)
Real Property Negotiators: Diana Z. Rodriguez, Ed.D., Chancellor and Jose Torres, EVC

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

XIII. **CONVENE CLOSED SESSION**

XIV. **RECONVENE PUBLIC MEETING**

XV. **REPORT OF ACTION IN CLOSED SESSION**

XVI. **ADJOURN**

The next meeting of the Board: Board Strategy Session
August 28, 2025, at 4:00 p.m.
SBCCD, Boardroom, 550 E. Hospitality Ln., Ste 200, San Bernardino, CA 92408

Supplemental Handouts (not part of the agenda)

CHC Report to the Board

EDCT Report to the Board

KVCR Report to the Board

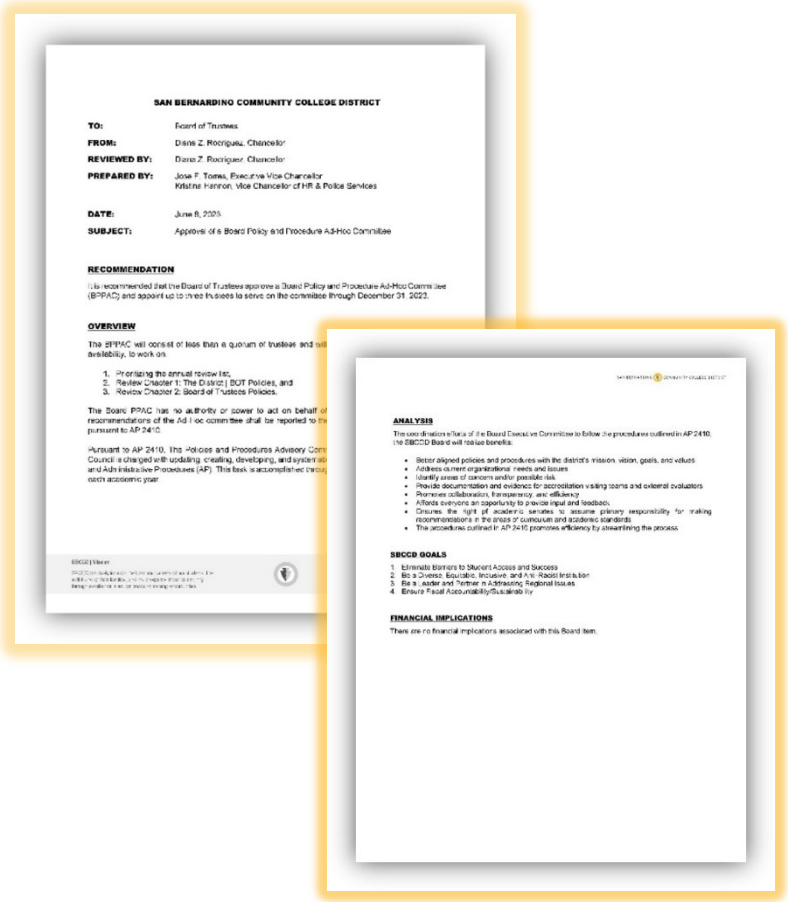
SBVC Report to the Board

Report to the Board of Trustees

Board Policies & Procedures Ad-Hoc Committee (BPPAC) Year in Review

August 14, 2025

Board Policies & Procedures Ad-Hoc Committee Overview



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Diana Z. Rodriguez, Chancellor
REVIEWED BY: Diana Z. Rodriguez, Chancellor
PREPARED BY: Jose F. Torres, Executive Vice Chancellor
Kristine Hannon, Vice Chancellor of HR & Police Services

DATE: June 8, 2023
SUBJECT: Approval of a Board Policy and Procedure Ad-Hoc Committee

RECOMMENDATION

It is recommended that the Board of Trustees approve a Board Policy and Procedure Ad-Hoc Committee (BPPAC) and appoint up to three trustees to serve on the committee through December 31, 2023.

OVERVIEW

The BPPAC will consist of less than a quorum of trustees and will be flexible, to work on:

1. Prioritizing the annual review list;
2. Review Chapter 1: The District | BOT Policies, and
3. Review Chapter 2: Board of Trustees Policies.

The Board PPAC has no authority or power to act on behalf of the Board. All recommendations of the Ad Hoc committee shall be reported to the Board pursuant to AP 2410.

Pursuant to AP 2410, the Policies and Procedures Advisory Committee Council is charged with updating, creating, developing, and systematically reviewing Board Policies and Administrative Procedures (AP). This task is accomplished through each academic year.

ANALYSIS

The coordination efforts of the Board Executive Committee to follow the procedures outlined in AP 2410, the SBCCD Board will realize benefits:

- Better aligned policies and procedures with the district's mission, vision, goals, and values
- Address current organizational needs and issues
- Identify areas of concern and/or possible risk
- Provide documentation and evidence for accreditation visiting teams and external evaluators
- Promotes collaboration, transparency, and efficiency
- Affords everyone an opportunity to provide input and feedback.
- Ensures the right of academic senates to assume primary responsibility for making recommendations in the areas of curriculum and academic standards
- The procedures outlined in AP 2410 promotes efficiency by streamlining the process

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this Board item.

- Ad-hoc committee established by Board action June 8, 2023
- Not subject to Brown Act
- Will not act on behalf of the Board
- Will report findings or make recommendations to the Board

Board Policies & Procedures Ad-Hoc Committee

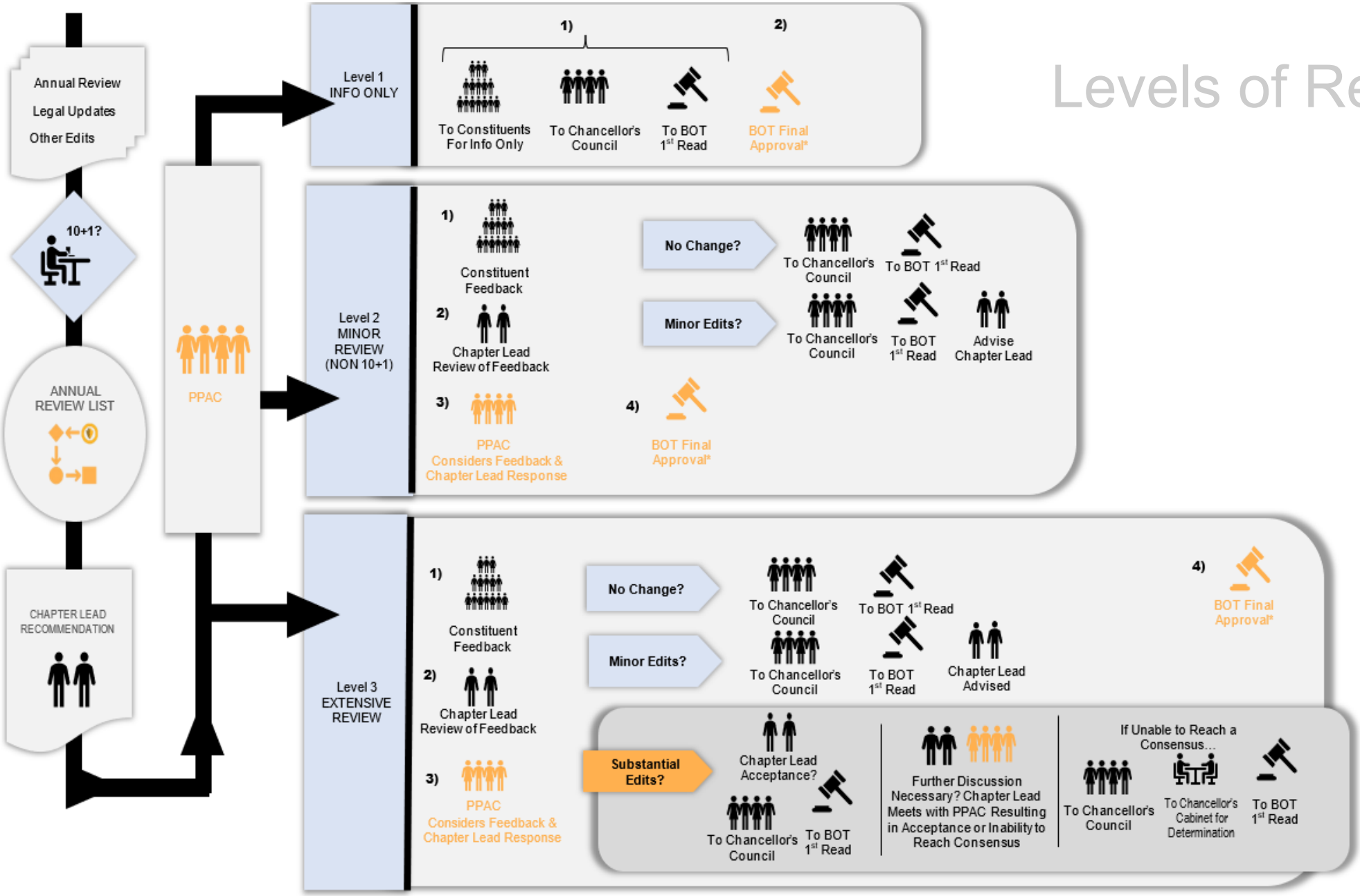
The BPPAC will consist of less than a quorum of trustees and will meet at various times, based on availability, to work on:

1. Prioritizing the annual review list,
2. Reviewing Chapter 1: The District policies, and
3. Reviewing Chapter 2: Board of Trustees policies.

Nathan D. Gonzales, Ph.D.
Board Chair

Joseph R. Williams
Board Vice Chair

Levels of Review



Process for Chapter 1 and Chapter 2 Approval Levels

Level 1

Annual Review List → BPPAC → Board 1st Read → Board Final Read & Approval

Level 2

Annual Review List → BPPAC → PPAC → Board 1st Read → Board Final Read & Approval

BPPAC Review and Recommendations

September	2015 - Student Members 2355 - Decorum	2430 - Delegation of Authority to the Chancellor 2715 - Code of Ethics-Standards of Practice	2731 - Trustee Emeritus/Emerita/Emeriti 2740 - Board Education
October	2110 - Vacancies on the Board 2315 - Closed Session	2325 - Teleconference Meetings	2710 - Conflict of Interest

BPPAC Review and Recommendations

November	2510 – Participation in Local Decision-Making	2740 - Board Education	6610 - Local Business, Minority, Women, and Veteran Enterprise Owned
February	2015 - Student Members	2340 - Agendas	6610 - Local, Minority, Women, and Veteran Owned Enterprise Program
April	2110 - Vacancies on the Board		

Thank you

Report to the Board of Trustees

Board Finance Committee (BFC)
Year in Review

August 14, 2025

2024-25 Committee Members

Stephanie Houston, Ed.D.
Committee Chair
2020-Present

Nathan D. Gonzales, Ph.D.
2023-Present

Cherina Betters, Ed.D.
2025-Present

Frank Reyes
2024

Annual Affirmation of Charge

Increasing the efficiency of the Board of Trustees by performing time-consuming research on its behalf regarding all matters of the District.

Improving clarity by providing a platform for detailed questions not conducive to the flow of monthly business meetings.

Promoting transparency of the SBCCD budgeting process and fiscal matters through detailed discussion of these topics in an open forum.

Fostering an environment of understanding by communicating findings and formulating final recommendations to the Board of Trustees.

Board Finance Committee
Planning Calendar

THU, OCT 10, 2024
@SBCCD Boardroom Extension
- ✓ Bond Measure Work Force Report
- ✓ BFC Quarterly Activity
- ✓ Monthly Updates

THU, NOV 14, 2024
@SBCCD Boardroom Extension
- ✓ Semi-Annual Bond Construction Update
- ✓ 2025-26 Budget Calendar
- ✓ Enrollment & Disaggregated Student Headcount
- ✓ Monthly Updates

FRI, DEC 13, 2024
@SBCCD Boardroom Extension
- ✓ BOT Directives for 2025-26 Budget
- ✓ Guiding Principles | KVCR $15 Million
- ✓ Guiding Principles | FCC Auction Proceed
- ✓ Monthly Updates

Thursday, January 9, 2025
@SBCCD Boardroom Extension
- ✓ Review of Charge
- ✓ BLC Legislative and Budget Priorities
- ✓ PARS Pension Rate Stabilization Trust
- ✓ BFC Quarterly Activity
- ✓ Bond Measure Work Force Report
- ✓ Monthly Updates

Thursday, February 13, 2025
@SBCCD Boardroom Extension
- ✓ Investment Properties | Occupancy & Fiscal Performance
- ✓ Enrollment & Disaggregated Student Headcount
- ✓ Monthly Updates

Thursday, March 13, 2025
@SBVC Business Building, B100
- ✓ Campus Tour

Thursday, April 10, 2025
@CHC LRC 226
- ✓ Campus Tour

Thursday, May 8, 2025
@SBCCD Boardroom Extension
CANCELLED

Thursday, June 12, 2025
@SBCCD Boardroom Extension
- ✓ Bond Measure Work Force Report & Semi-Annual Bond Construction Update
- ✓ Enrollment & Disaggregated Student Headcount
- ✓ PARS Pension Rate Stabilization Report
- ✓ Monthly Updates

Thursday, July 10, 2025
@SBCCD Boardroom Extension
DARK

Thursday, August 14, 2025
@SBCCD Boardroom Extension
- BFC Quarterly Update
- Investment Properties | Occupancy & Fiscal Performance
- Enrollment & Disaggregated Student Headcount
- Monthly Updates

Thursday, September 11, 2025
@SBCCD Boardroom Extension
- Bond Measure Work Force Report
- Monthly Updates

MONTHLY UPDATES (as necessary)
- State Budget
- Enrollment
- PARS Investment
- Budget Revenue & Expenditures
- Bond Construction Highlights
- BOT Budget to Actual
- BFC Planning Calendar

Monthly Updates (as necessary)

State Budget	Enrollment
PARS Pension Rate Investment Report	Budget Revenue & Expenditures
Trustee Suggestions	BOT Budget to Actual

Semi-Annual Updates

Investment Properties Vacancy & Fiscal Performance Update	Bond Construction Program In-Depth Update
Bond Measure Local Workforce Update	PARS In-Depth Presentation Update

Annual Updates & Recommendations to Full Board

Budget Calendar	BOT Budget Directives
Guiding Principles for FCC Auction Proceeds	Guiding Principles for KVCR State Grant
Legislative & Budget Priorities	Independent Audit Reports
PARS Investment Strategy Recommendation	Campus Tours

Notable Activities

Board Finance Committee
Quarterly Activity Report

SUMMER 2024

Membership Changes

The BFC said goodbye to Trustee Gloria Macias Harrison, who had served on the committee since its inception in October 2015. They welcomed the addition of Trustee Frank Reyes, who will be serving on the BFC for the first time.

Enterprise Fund Model | A Non-Profit for the Benefit of SBCCD

In August, committee members were presented with a new initiative proposing the creation of an enterprise fund model in the form of a non-profit to benefit SBCCD.

This initiative is part of the Fiscal, Administrative & Media Key Result to explore an enterprise fund model for SBCCD to maximize existing investments and real estate owned by SBCCD. Forming a non-profit to benefit SBCCD will leverage diversified funding sources, engage in property and asset management, and operate as a development finance agency. Committee members heard about the reasoning for this proposal, including strategic benefits and challenges.

BFC members tasked staff to do further research regarding the structure of the proposed non-profit – 501(c)2 or 501(c)3, and to have legal counsel further explore Ed Code surrounding the activities permissible for a CCC auxiliary foundation.

Committee members later met with the Fresno County Office of Education Foundation Executive Director to hear of their experience. Next up is an in-person tour of Cal Poly Pomona Foundation.

Commercial Property

Committee members heard the good news that SBCCD's three properties are 94% occupied with 550 E. Hospitality and 658 E. Brier at 100%, and 560 E. Hospitality at 82%.

Enrollment

SBCCD Enrollment over the summer was at 49% of its target for 2024-25 – 7% higher than this time last year.

www.SBCCD.edu
Opportunity is Here

October 2024

Quarterly Activity Report
SBCCD Enterprise Model

Measure CC Workforce Report

Notable Activities

November 2024

Semi-Annual Bond Construction Update

December 2024

Cal Poly Pomona Enterprise Visit

Notable Activities

January 2025

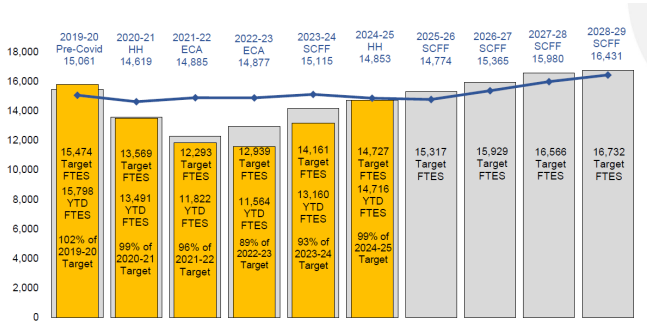
Affirm Committee Charge

January 2025

Legislative & Budget Advocacy Priorities

February 2025

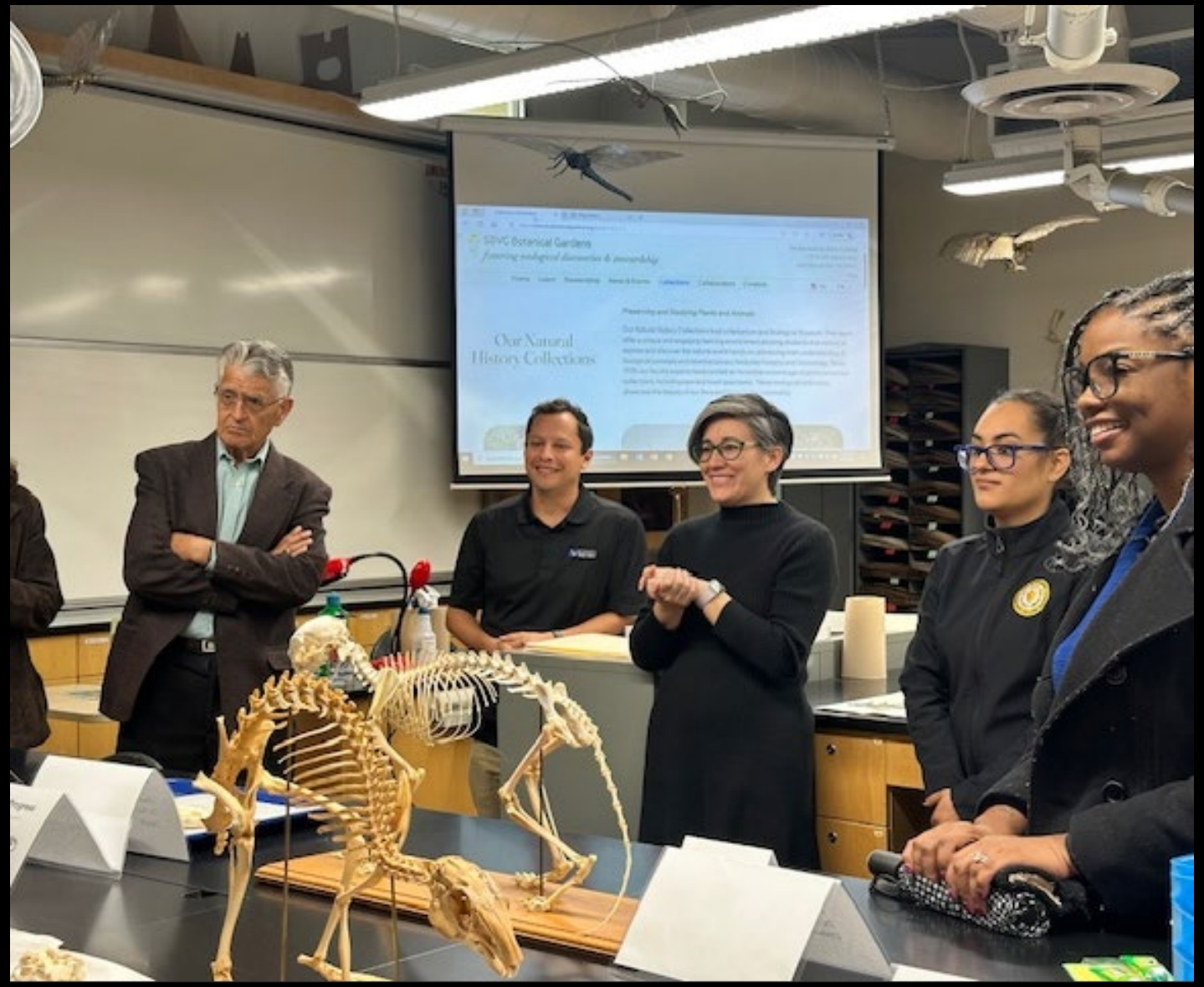
Enrollment & Disaggregated Student Headcount



SBVC Visit March 2025

HORSE
EVOLUTION

EXIT


Our Natural
History Collections

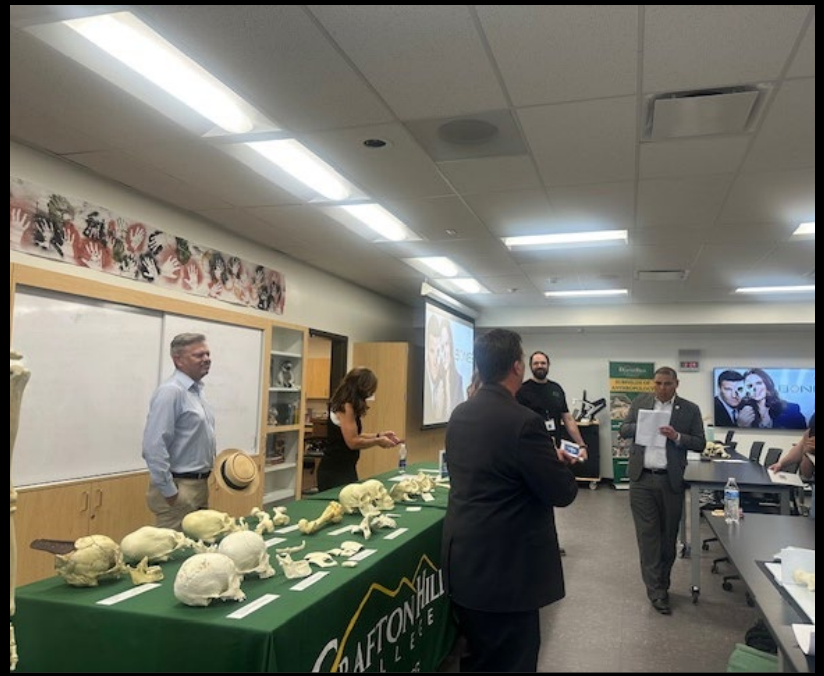
CHC Visit April 2025

BONES

BONES

S23 Ultra

EVIDENCE
EVIDENCE



Notable Activities

June 2025

Bond Measure Work Force Report & Semi-Annual Bond Construction Update

June 2025

Enrollment & Disaggregated Student Headcount

June 2025

PARS Pension Rate Stabilization Report

	Original Contribution	Changes in Principal	Current Principal	Account Balance	Current Principal Excess/ (Deficit)	Distribution of Gains	Expenses	Total Gains/(Losses) Net of Expenses
General Fund	49,000,000	-3,000,000	46,000,000	51,321,326	5,321,326	12,300,000	660,675	17,621,326
SBVC	5,000,000	0	5,000,000	5,356,206	356,206	1,535,000	63,181	1,891,206
CHC	2,700,000	0	2,700,000	3,292,990	592,990	130,000	30,044	722,990
DSO	0	3,000,000	3,000,000	3,316,304	316,304	0	18,379	316,304
KVCR $15M	15,000,000	0	15,000,000	17,723,858	2,723,858	600,000	76,712	3,323,858
KVCR	21,000,000	0	21,000,000	22,798,890	1,798,890	5,950,000	275,388	7,748,890
MAE	9,000,000	-1,960,000	7,040,000	7,629,494	589,494	1,547,946	81,785	2,137,440
TOTAL	101,700,000	-1,960,000	99,740,000	111,439,068	11,699,068	22,062,946	1,206,163	33,762,014

Thank you.

BOARD OF TRUSTEES PRESENTATION

8/14/2025

Jose F. Torres & Connie Leyva

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

KVCR PUBLIC MEDIA

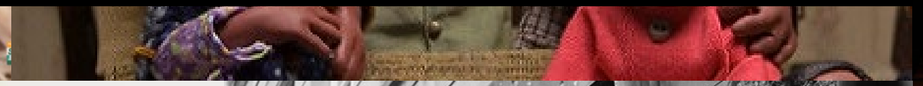
PBS npr FNX

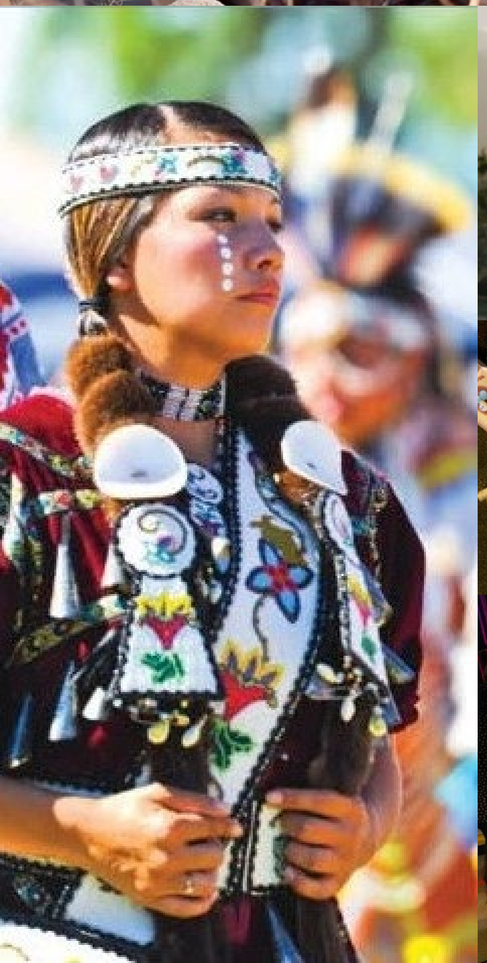
we co

KVCR PUBLIC MEDIA

FRANK BLANQUET
PRODUCER/ DIRECTOR FNX

FNX
FIRST NATIONS EXPERIENCE®



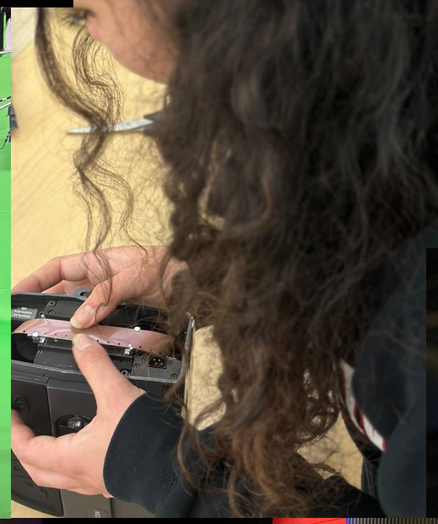


San Bernardino Valley College
IMA | INSTITUTE OF MEDIA ARTS

LUCAS CUNY

CO-FACULTY CHAIR/ DIRECTOR

FILM, TV, MEDIA / INSTITUTE OF MEDIA ARTS / ARTS AND HUMANITIES



BRIANA NAVARRO
SBVC ALUM/ KVCR PROGRAM ASSISTANT

MARIANA LAPIZCO
SBVC ALUM/ FNX PROGRAM ASSISTANT

ANUAR FLORES
RECENT SBVC ALUM/ KVCR INTERN

QUESTIONS?

FNX
FIRST NATIONS EXPERIENCE

KVCR

KVCR
PUBLIC MEDIA
PBS
npr
FNX

KVCR 91.9
PBS

BOARD OF TRUSTEES
Meeting Minutes – June 12, 2025

Location: San Bernardino Community College District, 550 E. Hospitality Ln., Ste 200, San Bernardino, CA 92408
Livestream: https://www.youtube.com/@sanbernardinocommunitycoll42/streams
Meeting materials: www.sbccd.edu/govenda

MEMBERS PRESENT	ADMINISTRATORS PRESENT
Dr. Nathan Gonzales, Chair	Dr. Diana Z. Rodriguez, Chancellor
Joseph Williams, Vice Chair	Jose Torres, Executive Vice Chancellor
Dr. Cherina Betters, Clerk	Dr. Kevin Horan, CHC President
Carlos Aguilera, Trustee	Dr. Gilbert Contreras, SBVC President
Dr. Stephanie Houston, Trustee	Kristina Hannon, VC Human Resources & Police Services
John Longville, Trustee	Dr. Nohemy Ornelas, VC Educational & Student Support Services
Frank Reyes, Trustee	Angel Rodriguez, Associate Vice Chancellor Government Relations & Strategic Communications
Jazmyn Garcia, CHC Student Trustee (advisory)	
Christian Espinoza, SBVC Student Trustee (advisory)	
MEMBERS ABSENT	**ADMINISTRATORS ABSENT**

I. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Chair Gonzales called the meeting to order at 4:00 p.m.

Trustee Reyes led the pledge of allegiance.

II. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

None

III. CLARIFICATION

None

IV. OATH OF OFFICE

Chair Gonzales administered the Oath of Office to CHC Student Trustee Jazmyn Garcia and SBVC Student Trustee Christian Espinoza.

V. APPROVAL OF MINUTES

A. 05-08-2025 Board Meeting Minutes

Motion: to approve the 05-08-2025 minutes

Moved by: Trustee Betters. Seconded by Trustee Houston.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed

B. 05-22-25 Board Meeting Minutes

Motion: to approve the 04-24-2025 minutes

Moved by: Student Trustee Garcia. Seconded by Trustee Aguilera.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed

VI. RECOGNITION/CELEBRATIONS

A. Applause Cards
The Board recognized applause recipients for extending extra effort to provide quality service and valued assistance.

B. Retirement Recognition
The Board recognized the commitment and dedication this individual has shown to student success is unwavering. The District is truly grateful for their years of service and congratulates them on their retirement.

- Colleen Maloney-Hinds, Assistant Professor, Health and Physical Education, CHC
  After 20 years of services with the District at Crafton Hills College, Colleen submitted a letter of intent to retire, effective February 21, 2025. Colleen began her employment with SBCCD as an Adjunct Professor, Physical Education on August 16, 2004, and will retire as an Assistant Professor, Health and Physical Education, a position she has held since August 12, 2013.

VII. ACTION AGENDA

A. Board Policies for Final Approval

Motion: to approve the Board Policies for Final Approval

Moved by: Trustee Aguilera. Seconded by Trustee Williams.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed

B. FY 2025-26 Fiscal Tentative Budget

Motion: to approve the 2025-26 Fiscal Year Tentative Budget

Moved by: Trustee Houston. Seconded by Trustee Reyes.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed

C. Naming of CHC Event Center as the Barbara L. Smith Event Center

Motion: to approve the Naming of CHC Event Center as the Barbara L. Smith Event Center

Moved by: Trustee Houston. Seconded by Trustee Williams.

Discussion: President Horan praised and provided history of the donation by Barbara L. Smith. Trustee Reyes inquired about the Board Policy regarding naming of campus buildings.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed

D. Consideration of Approval of Employment Contract for Chancellor

Motion: to approve the Employment Contract for Chancellor

Moved by: Trustee Betters. Seconded by Trustee Houston.

Discussion: Trustee Betters complemented Chancellor Rodriguez. Trustee Aguilera applauded Chancellor Rodriguez. Vice Chair Williams praised Chancellor Rodriguez. Trustee Reyes provided complementary feedback to Chancellor Rodriguez. Trustee Longville complemented Chancellor Rodriguez.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed

E. Resolution #2025-06-12-BOT-01 Regarding Compensation of the SBCCD Board of Trustees

Motion: to approve Resolution #2025-06-12-BOT-01 Regarding Compensation of the SBCCD Board of Trustees

Moved by: Trustee Williams. Seconded by Trustee Longville.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed

F. Resolution #2025-06-12-BFS-01 SBCCD (San Bernardino and Riverside Counties) Election of 2008 General Obligation Bonds, Series F

Motion: to approve Resolution #2025-06-12-BFS-01 SBCCD (San Bernardino and Riverside Counties) Election of 2008 General Obligation Bonds, Series F

Moved by: Trustee Houston. Seconded by Trustee Aguilera.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed

G. Resolution #2025-06-12-BFS-02 SBCCD (San Bernardino and Riverside Counties, California) 2025 General Obligation Refunding Bonds

Motion: to approve Resolution #2025-06-12-BFS-02 SBCCD (San Bernardino and Riverside Counties, California) 2025 General Obligation Refunding Bonds

Moved by: Trustee Longville. Seconded by Trustee Williams.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed

H. Resolution #2025-06-12-BFS-03 SBCCD (San Bernardino and Riverside Counties, California) Tax Rate for 2025-26 Bonds

Motion: to approve Resolution #2025-06-12-BFS-03 SBCCD (San Bernardino and Riverside Counties, California) Tax Rate for 2025-26 Bonds

Moved by: Trustee Houston. Seconded by Trustee Williams.

Discussion: Vice Chair Williams requested that SBCCD constituents be made aware of savings.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed

I. Resolution #2025-06-12-FP-01 and Conduct a Public Hearing Concerning Waiving Education Code § 81360 et seq. Regarding the Potential Lease of Site K Property

Pursuant to Education Code 81360, The Chair opened a public hearing concerning waiving Education Code 81360 et seq. Regarding the potential lease of Site K property.

Public Comment: none

The Chair closed the Public Hearing.

Motion: to approve Resolution #2025-06-12-FP-01

Moved by: Trustee Betters. Seconded by Trustee Houston.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed

J. Resolution #2025-06-12-FP-02 and Conduct a Public Hearing Concerning Waiving Education Code § 81360 et seq. Regarding the Potential Lease of the SBVC New Properties

Pursuant to Education Code 81360, The Chair opened a public hearing concerning waiving Education Code § 81360 et seq. Regarding the Potential Lease of the SBVC New Properties

Public Comment: none

The Chair closed the Public Hearing.

Motion: to approve Resolution #2025-06-12-FP-02

Moved by: Trustee Williams. Seconded by Trustee Longville.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none

ABSTAIN: none
ABSENT: none

Motion passed

K. Resolution #2025-06-12-FS04 Regarding Expenditure of Prop 30 Education Protection Account Funds

Motion: to approve Resolution #2025-06-12-FS04 Regarding Expenditure of Prop 30 Education Protection Account Funds

Moved by: Trustee Houston. Seconded by Trustee Williams.

Electronic Vote: AYES: Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
NOES: none
ABSTAIN: none
ABSENT: none

Motion passed

VIII. CONSENT AGENDA

A. **Instruction/Student Services**
   1. Curriculum – CHC
   2. Curriculum - SBVC

B. **Human Resources**
   1. Adjunct and Substitute Academic Employees
   2. Appointment of District Employees
   3. Appointment of Interim Managers
   4. Appointment of Temporary Academic Employees
   5. Classified Advancement for Academic Employees
   6. Employee Promotions
   7. Employee Transfer
   8. Employment Contracts for Academic Classified Managers
   9. Employment Contracts for Executive Managers
   10. Faculty Transfer Reassignment
   11. Management Job Description and Revision to the Management Salary Schedule
   12. Management Tuition Reimbursement
   13. Non-Instructional Pay
   14. Payment of Stipends

C. **Business & Fiscal Services**
   1. Alcoholic Beverages
   2. Conference Requests
   3. Contracts at or Above $114,500

4. District Bank Accounts
5. Individual Memberships
6. Interfund Borrowing
7. Resolutions #2026-06-12-BS01 through 2026-06-12-BS05 and Signature Authorizations for State of California
8. Resolution #2025-06-12-FS02 Approving the Gann Limit for Fiscal Year 2025-26
9. Resolution #2025-06-12-FS03 Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications
10. Sole Source Suppliers
11. Surplus Property and Authorize Private Sale or Disposal

D. **Facilities**

1. 2027-2031 Five-Year Construction Plan
2. Master Services Agreements Task Orders for Bond Construction
3. Ratification of Agreement for Acquisition of Real Property Identified as "Commonwealth Property"
4. Ratification of Agreement for Acquisition of Real Property Identified as "Hernandez Property"

Motion: to approve the Consent Agenda with pulling Item C.3 Contacts at or above $114,500 for separate vote.

Moved by: Trustee Williams. Seconded by Trustee Houston.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Williams, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	none
	ABSENT:	none

Motion passed with pulling C.3.

Motion: to approve the Consent Agenda Item C.3 Contacts at or above $114,500.

Moved by: Trustee Houston. Seconded by Trustee Betters.

Electronic Vote:	AYES:	Garcia (advisory), Espinoza (advisory), Gonzales, Betters, Longville, Aguilera, Reyes, Houston
	NOES:	none
	ABSTAIN:	Williams
	ABSENT:	none

Motion passed

IX. REPORTS

Brief reports were provided orally. All written reports are uploaded and can be referenced at www.sbccd.edu/Govenda

A. Board Committee & Activity Reports

1. Board Finance Committee (BFC) – Trustee Houston provided a brief report.
2. Board Legislative Committee (BLC) – Trustee Reyes provided a brief report.
3. Board Policy & Procedures Ad-Hoc Committee (BPPAC) – No report.

Regional and State Reports

1. Board of Governors (BOG) – No report.
2. Joint Powers Authority – Trustee Houston provided a brief report.

B. Chancellor's Report –Chancellor Rodriguez provided a brief report.

C. Represented Groups

1. Crafton Hills College Academic Senate –No report.
2. Crafton Hills College Classified Senate – Karen Peterson provided a brief report.
3. Crafton Hills College Associated Students –No report.
4. San Bernardino Valley College Academic Senate – No report.
5. San Bernardino Valley College Classified Senate – Ernest Guillen provided a written report.
6. San Bernardino Valley College Associated Students – No report.
7. CSEA – No report.
8. CTA – Jeff Demsky provided a brief report.
9. Police Officers Association – No report.

D. Staff Reports

1. San Bernardino Valley College President – President Contreras provided a brief report.
2. Crafton Hills College President – President Horan provided a brief report.
3. Executive Vice Chancellor – no report.
4. Vice Chancellor of Human Resources & Police Services – no report.
5. Vice Chancellor of Educational & Student Support Services – no report.
6. Associate Vice Chancellor of Governmental Affairs & Strategic Communications – No report.

IX. INFORMATION ITEMS

A. Board Master Action Planning Calendar

B. Board Policies for First Reading

C. Budget Revenue & Expenditure Summary

D. Construction Change Orders and Amendments – Bond

E. Construction Change Orders and Amendments – Non-Bond

F. Contracts Below $114,500

G. District Grant Update

H. General Fund Cash Flow Analysis

I. MOUs between SBCCD and the CSEA

J. MOUs between SBCCD and the CTA

K. MOUs between SBCCD and POA

L. Professional Expert Short-Term and Substitute Employees

M. Purchase Order Report

N. Resignations

O. SBCCD Management Personnel Plan

P. Volunteers

X. ANNOUNCEMENT OF CLOSED SESSION ITEMS

A. Conference with Labor Negotiators
Government Code 54957.6
Agency Representatives: Diana Rodriguez and Kristina Hannon
Non-Represented Groups: CSEA, CTA, POA,
Management/Supervisors, and Confidential Employees

B. Public Employee Discipline/Dismissal/Release/Non Re-Employment
Government Code 54957
Number of cases: 1

C. Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation Pursuant to Subdivision (d)(2) and (e) of Government Code Section 54956.9
Number of cases: 1

D. Conference with Legal Counsel – Existing Litigation
Government Code 54956.9(e)(3) or (d)(1)
Number of cases: 1

E. Public Employee Performance Evaluation
Government Code Section 54957(b)(1)
Title: Chancellor

XI. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

XII. CONVENE CLOSED SESSION

The Board convened to closed session at 4: 59 p.m.

XIII. RECONVENE PUBLIC MEETING

Chair Gonzales reconvened the public meeting at 6: 08 p.m.

XIV. REPORT OF ACTION IN CLOSED SESSION

No report.

XV. ADJOURNMENT

The next meeting of the Board: Board Retreat
June 24, 2025, at 8:30 a.m.
SBVC
Applied Tech Building
701 S. Mt. Vernon Ave.
San Bernardino, CA 92410

The Board of Trustees adjourned at 6:08 p.m.

The Board of Trustees approved the June 12, 2025, minutes on August 14, 2025.

_____
Dr. Cherina Betters, Clerk
SBCCD Board of Trustees

_____
Heather M. Madole, Administrative Officer
SBCCD Office of the Chancellor

BOARD OF TRUSTEES
Retreat Meeting Minutes – June 24, 2025

Location: San Bernardino Valley College, 701 S. Mt. Vernon Ave., San Bernardino, CA 92410
Livestream: https://www.youtube.com/@sanbernardinocommunitycoll42/streams
Meeting materials: www.sbccd.edu/govenda

MEMBERS PRESENT	ADMINISTRATORS PRESENT
Dr. Nathan Gonzales, Chair Dr. Cherina Betters, Clerk Carlos Aguilera, Trustee Dr. Stephanie Houston, Trustee John Longville, Trustee Frank Reyes, Trustee	Dr. Diana Z. Rodriguez, Chancellor Jose Torres, Executive Vice Chancellor Dr. Kevin Horan, CHC President Dr. Gilbert Contreras, SBVC President Kristina Hannon, VC Human Resources, Payroll, & Police Services Dr. Nohemy Ornelas, VC Educational & Student Support Services Angel Rodriguez, Associate Vice Chancellor Government Relations & Strategic Communications
MEMBERS ABSENT	**ADMINISTRATORS ABSENT**
Joseph Williams, Vice Chair Christian Espinoza, SBVC Student Trustee (advisory) Jazmyn Garcia, CHC Student Trustee (advisory)	

I. CALL TO ORDER – PLEDGE OF ALLEGIANCE
Chair Gonzales called the meeting to order at 8:32 a.m.

Trustee Aguilera led the pledge of allegiance.

II. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS
None

III. WELCOME
Chancellor Rodriguez complimented a huge achievement of KVCR earning to Emmy's. Executive Vice Chancellor complimented the staff and KVCR, and clarified the two shows are streaming on their website. Trustee Reyes complimented the executive leadership team for shifting KVCR's focus. Trustee Aguilera and Trustee Betters in addition, recognized the positive work at KVCR.

IV. YEAR-END REVIEW OF STRATEGIC GOALS
Chancellor Rodriguez presented a progress updated for the 2024-2025.

- New Leadership – 2 Trustees, new President
- Navigate new federal policy changes
- Student Enrollment up 14% over last year

Chancellor Rodriguez mentioned the 4 strategic goals, our impact by numbers, expanding student access with the opening of the applied tech building at SBVC, public safety training center at CHC and the workforce training center. Dual enrollment growth, added more evening classes and added weekend classes. Both colleges were recognized for their equity for student success, 88 faculty completed USC equity training and 90 new Ethnic Studies courses added. First in state to have MediCal access program on campus, have food access through CalFresh on campus, student opportunities at KVCR. Facilities

awards were awarded for both CHC performing arts center and SBVC applied tech building, emergency preparedness training was increased. Technology audit was completed, ERP planning started, Board approved 2025-2037 master plan and over $700K earned in incentives.

Trustee Aguilera requested the online rates, and the concentration and position on online learning. Chancellor Rodriguez clarified that the Presidents monitor their enrollment patterns, and the data shows students/community prefer in person classes. Although, we are responsive to the need for the online learners. President Horan have intentional efforts for the DE learning programs and full-on pathways. President Contreras shared being able to shift modalities for online learning for undocumented students. Chair Gonzales asked for raw data along with the percentages.

V. BOARD SELF-EVALUATION

Consultant Mitch Hovey, Ed.D. and consultant Richard Bray reviewed the Board of Trustees self-evaluation tool and results.

Section 1: Board of Trustees Meetings: All ratings were “All/Most of the Time” or “Often”, except Q3

- Board runs meetings timely and organized. We stay focused on the agenda while allowing for meaningful discussion.
- Board provides opportunities for public input and follows clear, established procedures for participation. This helps ensure respect and engagement from the community.
- While our Board receives agenda materials in a timely manner, there is limited opportunity to contribute to the agenda’s development. Increasing collaboration with the Chancellor in this process could enhance shared ownership.
- Our Board demonstrates a strong commitment to being informed on all agenda items to support thoughtful discussion.
- We work very well as a TEAM!

Section 2: Board of Trustees/Community Relations

- There are times when Trustees make position statements that have not been approved by the full Board.
- Board is careful not to commit to any position beforehand and remains open-minded. Although external pressure may exist, we prioritize hearing all facts before making decisions.
- As a team we are improving in this area.
- Meeting and keeping-in-touch with our elected officials is extremely important to us.

Section 3: Board of Trustees Qualities

- All the time
- Our Board demonstrates a commitment to students and keeps their success at the top of mind. We support initiatives to enhance their educational experience.
- We’d benefit from an updated environmental scan and campus pulse assessment.
- Our Board ensures policies and actions support academic success, equity, and overall well-being.
- We have a very ACTIVE BOARD!
- This is one of the Board’s greatest strengths. Members consistently demonstrate mutual respect, even when opinions differ. We maintain a collaborative and professional

environment that values each Trustee's perspective.

- Our Board demonstrates a strong sense of trust in one another. Our collaborative approach helps us make well-rounded and student-centered decisions.
- Our Board is open-minded, but we rely heavily on staff from direction and follow-up, which can limit our independence. We need to allow the Board to bring issues forward and set priorities to better exercise our leadership.
- Always! Keeps confidential matters confidential.

Section 4: Board of Trustees Development

- The Board would benefit from a study session on the book 'Trusteeship'.
- Our Board makes an effort to improve through workshops and conferences, but participation varies, and not everyone takes advantage of these opportunities.
- The environmental scan and campus pulse will help the Board have a more proactive role in setting where the Board wants to be in 3-5 years. The current process is staff driven.

Section 5: Board of Trustees Policy Development (no responses to questions in this section)

Section 6: Board of Trustees/Chancellor Relations – all ratings were "All/Most of the Time" or "Often"

- This is a strong area for our Board. We communicate openly and respectfully with the Chancellor.
- Our Board respects the governance structure and we allow the Chancellor to manage day-to-day operations while providing oversight and guidance on policy and strategic direction.
- Always!
- Our Board follows procedures for communicating with staff and respects the appropriate channels. However, greater clarity around rules and expectations could help both Board and staff.
- The Chancellor is well-respected and is constantly participating in local, State, National and international conferences.
- Yes, our Board supports and encourages the Chancellor's active participation. We recognize that this visibility and engagement benefits her leadership and our district as a whole.
- Yes, our Board values and promotes a culture of mutual respect. We believe in fostering an atmosphere where everyone is treated as equals. Also, we recognize being an Elected Official does not make anymore more important than others.
- Yes, our Board places trust in the Chancellor. There is a strong team that is committed to serving the district and its students.

Section 7: District Goal Setting and Strategic Planning

- The information is available at every meeting however we seldom discuss.
- Most definitely.
- Absolutely.

Successes and Accomplishments

- Student enrollment goal was surpassed by over 14% serving nearly 46,000 students across the District.

- Key infrastructure investments were made to expand student success to job training and career pathways – Public Safety Training Center at Crafton Hills College and the Applied Technology Building at San Bernardino Valley College expanding access to in-demand workforce programs.
- Crafton Hills College was named one of 20 colleges to receive the 'Excellence in Placement Award.
- Data-sharing partnership with the County of San Bernardino using FAFSA data to identify CalFresh-eligible students which was highlighted in the state's Master Plan for Career Education as a model for reducing food insecurity and supporting student success.
- Completed a districtwide technology audit setting the stage for a multi-year Enterprise Resource Planning (ERP) initiative to unify systems across the district.
- Finalized the 2025-2037 Facilities Master Plan.
- Launched a first-in-the-state partnership with Inland Empire Health Plan (IEHP) and the Chancellor's office to provide on-campus assistance with Medi-Cal and low-cost health coverage.
- San Bernardino Valley College was named College of the Year for its Credit for Prior Learning (CPL) initiative.
- In partnership with the Board, Chancellor, Leadership team, staff, students, and community leaders much has been accomplished to build a strong foundation of student success as well as build trust within the community.
- KVCR re-established its partnership with the San Manuel Band of Mission Indians, resulting in a $1.5 million investment to support the development of the FNX App, which officially launched during Native American Heritage Month.
- EDCT, in partnership with the Youth Educational Stipend (YES) Program, awarded 30 scholarships—each valued at up to $1,000 to support system-involved or at-risk youth pursuing post-secondary education or vocational training at SBCCD.

Looking Forward

- As evidenced by the self-evaluation completed by the Board of Trustees, recent Chancellor's Evaluation, and the 2022-2027 Strategic Plan Progress Report, great progress and forward movement continues to be made by the SBCCD Board and Leadership Team for the 2024-2025 school year.
- Continue to be visionary leaders making sure that your students have the support, education, and opportunity that they need to build a better future.
- The Board, Chancellor, and Leadership Team should be proud of the team they have become and what they have accomplished together.

Future Strategy Session suggestion: Credit for Prior Learning (CPL) initiative.

Trustee Betters recommended updating the term "at risk" to "at promise".

Trustee Houston wanted to draw attention to question 3, wondering if there is a need for conversation around a shared understanding that the delegation of the agenda development is placed with the Board Executive committee. Trustee Betters stated that since the Board elects their leadership, if there needs to be a remedy, they need to speak their needs to the Board chair. She stated that she admires that even if different lenses or points, the Board is able to still be able to communicate differences very well. Trustee Houston added that the self-evaluation is looking at the entire year, 2024-2025 had the first half of the year under different Board leadership. Chancellor Rodriguez asked if it makes sense to move the evaluation to reflect the elected leadership instead of splitting it. Chair Gonzales asked if maybe the evaluation should be taken twice. Trustee Betters stated that if filling out the evaluation twice, it might be able to have the opportunity to make adjustments instead of just dissecting at the end of the year.

Trustee Houston stated that attending the County Superintendent's retreat two weeks ago, Snowline superintendent commended the leadership and governance at SBCCD. It is reflected down to the K12 level. Those are the examples and models being shared that are worthy of replication. And how it all connects back to the students.

Consultant Hovey stated that working with multiple districts, they always reflect back to the leadership and structure as an example for the many good things that are being done at SBCCD.

There was conversation and agreement to have two board evaluations (December for January meeting, and May for June meeting).

VI. CONVENE BREAK

The Board convened to break at 9:56 a.m.

VII. RECONVENE PUBLIC MEETING

Chair Gonzales reconvened the public meeting at 10:14 a.m.

VIII. DUAL ENROLLMENT PRESENTATION

Chancellor Rodriguez stated the tremendous success we've had with our dual enrollment program, commended by the state.

Vice Chancellor Ornelas stated the efforts to eliminate barriers for dual enrollment at the district for high school and college students. She mentioned that there's an affordability component, students don't have to pay for the college courses. Students only have to fill out one application, instead of two. Final review of the implementation timeline was in fall 2024. Workgroup focus groups at the district level came together from both campuses to discuss various areas – MOUs, policy, enrollment/outcomes data and student services. This ensured that there was no confusion between both campuses so similar language and policies. Continuing to look at enrollment and outcome data, looking for gaps. Tremendous strides made in technology but making sure that we continue to prioritize and look forward.

Looking at data, looking at 2022-2025, showing continued increase in dual enrollment at both colleges in this area. Three largest areas represented are Hispanic, Caucasian and Asian students. Growth in gender, historically more females than males in dual enrollment population. Largest age groups in program are 16 and 17 years old. About 33% of dual enrollment students are coming from first generation households. Largest group of students coming from the most disadvantaged areas served by SBCCD. More than 50% of students come from most disadvantaged areas.

Most popular courses are freshman composition and US History for dual enrollment.

In closing, want to create sustainability in our courses and program. Really working with high schools that support CTE programs, to help promote and grow these programs together.

Trustee Reyes thanked Dr. Ornelas for the update, asked where the data on slide 14 was acquired since we do have contract with ESRI. Dr. Ornelas stated the information came from the US census. Trustee Reyes asked what account is with ESRI so we can work with them and tour the facility and work together. District researchers created the district boundaries slide and then populated with the information from the US census.

Trustee Betters stated her thanks for the presentation. Asked in the MOU process, are the co-leads

speaking to each other and down to the
high school campuses. Dr. Ornelas stated that there is continued PD with staff regarding dual enrollment and how best to talk to parents, back to school nights and with counseling.

Trustee Betters asked about the dual enrollment breakdowns in ethnicity/race and how can we better target and create opportunities for conversations to bump up some of the underserved areas. Dr. Ornelas stated looking at how we staff campuses to have conversation and opportunities to talk to students and help the schools with their outreach to the parents. Looking at different marketing materials, as well. Trustee Betters as how Middle College students are classified and verified they are included in the presentation numbers. Asked how disabled students are being served with regards to dual enrollment. Dr. Ornelas stated they have different requires and looking into those resources for those students and accessibility. For charter schools, Dr. Betters asked if there are partnerships and Dr. Ornelas stated that we do have some partnerships and colleges are offering online programs currently for those students.

President Contreras stated that dual enrollment is going to be a huge component in the upcoming SBVC 2030 plan to emphasize increasing the dual enrollment in underserved areas. Stated it will be a really big focus in the upcoming year.

President Horan stated that CHC has a bit more difficulty with dual enrollment with working with the various districts. Stated they have proposed a few ideas on how to continue to grow dual enrollment.

Trustee Aguilera applauded Dr. Ornelas on the presentation. Wanted to revisit AB 1142, looking to support this bill since it does deal with dual enrollment.

Chair Gonzales stated on slide 13 stated that even in the least advantaged groups, we still might not be reaching the least advantaged groups in those areas. We have a lot more work to be done for first generation students.

Trustee Houston stated that GIA have opportunities collectively at the top, how can we come together as a region for policies and legislation. If there is opportunity in schedules to attend CA Summit, provides a big picture to see how this work is in the larger state picture for economic development. Great opportunity to see the best collaboration and connected to the Governor's state plan.

IX. LEGISLATION UPDATE

Chancellor Rodriguez stated a lot of moving parts in legislation. Associate Vice Chancellor Rodriguez shared 2025 priorities are college affordability, workforce development and community prosperity. Various federal budget cuts threaten key student support, including cuts to Pell grants, Federal Work Study, TRIO, GEAR Up, SEOG, WIOA, Apprenticeship Program, Reentry Employment Opportunities, Economic Development Administration and Corporation for Public Broadcasting.

Associate Vice Chancellor Rodriguez stated promising developments include the Bipartisan Workforce Pell and HIS & MSI grants which are protected. He also pointed out the advocacy efforts in action and the organizations we are partnering with. Federal legislation will be back in session in September so will keep an eye on that.

Trustee Reyes asked with regards to grants at the federal level and where we are with the applications. Dr. Ornelas said our applications are still pending and we're hoping to get some news this fall and see if we fit criteria for some of the disaster relief funding.

Trustee Betters asked about how out of all the cuts, HSI is still protected. Angel stated that this isn't a DEI pot of money and more of a workforce pot of money. Trustee Houston met with legislators from Dept

of Education and eligible training providers list and can our students access this through and know where we are as a district on the ETPL.

Associate Vice Chancellor Rodriguez mentioned that the state proposed budget is currently being signed and listed what is to be funded, Stated CCs were prioritized and faired well in this budget cycle. State legislators return in August so advocacy push before the Governor's deadline in Oct to sign or veto bills.

Currently tracking 21 bills in this legislative session. We are supporting AB 1400, AB 323, SB 391 that fall under workforce and career education. We are supporting financial aid and affordability AB 313, SB 305 (suspended), AB 1035 (suspended), AB 537, AB 850. We are supporting basic needs and student SB 271, SB 761, AB 593, AB 363 (suspend) and we oppose AB 90. We are supporting dual enrollment and pathways AB 988 and AB 731. We are supporting student equity and access AB 695, SB 98 and AB 335 (suspended). We are supporting facilities, housing and infrastructure AB 48, AB 648 and SB 416 (suspended). Associate Vice Chancellor did state we do not have a position yet for AB 1122 but would like to have conversations on position after looking at.

Shared the upcoming advocacy engagements for the coming months with city council presentations, campus tours with state legislators, EDCT tours, state advocacy meetings and K-12 school board presentations.

Trustee Aguilera thanked Associate Vice Chancellor Rodriguez for his presentation. He did ask if there's a packet that shows all the bills with information, who is authoring it, who is supporting or opposing so we can look it over and move forward.

Trustee Betters asked to revisit AB 90 and asked why community colleges only and not CSU. She also asked if there is funding with this bill and no, it is not funded. Chancellor Rodriguez stated she's been very vocal in opposition for this bill.

X. CONVENE LUNCH

The Board convened to break at 11:53 a.m.

XI. RECONVENE PUBLIC MEETING

Chair Gonzales reconvened the public meeting at 1:00 p.m.

XII. BUDGET UPDATE

Chancellor Rodriguez stated that just like legislation, the budget is also dynamic and things are happening even as we speak.

Executive Vice Chancellor Torres to give a perspective on the budget process and the Board's role within the process. Everything that we do is related to the budget structure, integrated planning and the goals of the district, managing 21 funds and budgeting for multi-years. Always looking at the current budget and forecasting out 4 years.

Trustee Betters asked where in the budget cycle current legislation that passed gets worked into the district's budget. Jose stated that bills change and get signed May, June and July and those adjustments are made at the district level in July and August.

Trustee Betters asked about the FCC/PARS Trust with regards to the current stock market. Jose stated that consultants are brought in twice a year to go over the ways the funds are invested.

Trustee Aguilera stated he appreciated the presentation from Executive Vice Chancellor Torres on his breakdown of the budgets and the budget cycle.

XIII. ETHICS PRESENTATION

Chancellor Rodriguez stated that as part of the Board policy, the Board is mandated to do ethics training. Vice Chancellor Hannon introduced the presenter Senior Counsel David Robinett from Atkinson, Andelson, Loya, Rudd & Romo.

As a Board member, held to a higher standard and the law recognizes that. The district BP 2715 states the code of ethics/standards of practice for the Board.

Trustee Betters asked for clarification if the conflict of interest laws apply to ALL elected officials. David stated this is specific legislation for California.

Trustee Betters asked for clarification regarding posting on social media within the governing body's jurisdiction.

AP 2712 conflict of interest list of designated positions. Form 700s become public record once filed and are available if asked by the public.

BP 2716 and BP 2717 state the policies for political activity and personal use of public resources for Board members and district employees.

Trustee Betters asked a clarification on her social media, stating she has a disclaimer stating these are her thoughts and opinions.

XIV. SOCIAL MEDIA STRATEGIES FOR PUBLIC SECTOR LEADERS

Chancellor Rodriguez introduced Mr. Melgar, president & CEO of Plaza Strategies, LLC, presenting on social media as it pertains to the Board and the district.

Impactful social media presence for public sector leaders includes authentic material, pictures tell the story, get creative and lead with a values statement as opposed to 'proud, humbled, excited', and what impression do you want people to have when they read your posts?

Trustee Betters stated her appreciation for the presentation and new social media strategy ideas for herself and the Board.

Mr. Melgar stated that knowing the voice you want to use and being consistent and authentic will reach the largest audience.

XV. ADJOURN

The next meeting of the Board: Board Business Meeting
August 14, 2025, at 4:00 p.m.
SBCCD Boardroom
550 E. Hospitality Ln., Ste 200
San Bernardino, CA 92408

Chair Gonzales adjourned the meeting at 3:41 p.m.

The Board of Trustees approved the June 24, 2025, minutes on August 14, 2025.

Dr. Cherina Betters, Clerk
SBCCD Board of Trustees

Heather M. Madole, Administrative Officer
SBCCD Office of the Chancellor

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Jose F. Torres, Executive Vice Chancellor
Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, & Health and Safety Administration
Dr. Nohemy Ornelas, Vice Chancellor, Educational & Student Support Services

DATE: August 14, 2025

SUBJECT: Caring Hands Applause Cards

RECOMMENDATION

This item is for information only.

OVERVIEW

The attached individuals have received special recognition for extending 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 members of the SBCCD team who provide outstanding quality and service.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
1. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
2. Be a Leader and Partner in Addressing Regional Issues
3. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this Board item.

Caring Hands Applause Cards

Presented for Information August 14, 2025

Caroline Aguirre

Crafton Hills College
STEM/MESA

"Thank you for successfully organizing and implementing the last-minute field trip for 90 students. You did an outstanding job, and I'm truly grateful to work alongside such a great team of people who genuinely care about our community."

Recognized by:
Michelle Riggs

Veronica Arrowood

Crafton Hills College
Career Education and Human Development

"Veronica, thank you for being the kindness and most supportive Colleague anyone can ask for you. Thank you for your assistance on all things grants."

Recognized by:
Brittany Sysawang Nair

Nathan Arroyo

Crafton Hills College
Outreach and Educational Partnerships

"Thank you for all of your hard work on the Project P Student Equity Plan Focus Groups, Nathan! Your help with outreach and confirming student appointments made a real difference. We're so grateful for your support."

Recognized by:
Research Department

Larry Aycock

Crafton Hills College
Admissions and Records

"Extremely helpful and informative."

Recognized by:
Francisco Evaro

Larry Aycock

Crafton Hills College
Admissions and Records

"He was very helpful in assisting me with the IDMI process as well as helping me with technical issues and referring me to other people that could help me. I never had such an easy time with enrollment before!!"

Recognized by:
Isabelle Montejano

Larry Aycock

Crafton Hills College
Admissions and Records

"He was so patient and helpful."

Recognized by:
Zamard Baraki

Caring Hands Applause Cards

Presented for Information August 14, 2025

Meilani Bautista

Crafton Hills College
Outreach and Educational Partnerships

"Thank you for all of your hard work on the Project P Student Equity Plan Focus Groups, Meilani! Your help with outreach and confirming student appointments made a real difference. We're so grateful for your support."

Recognized by:
Research Department

ZsaQuita Bender

Crafton Hills College
Respiratory Care

"I appreciate your willingness to help with our Fire Academy Graduation. Thank you for always being a team player!"

Recognized by:
Paige Dulay-Vega

Ellen Benefiel

Crafton Hills College
Institutional Advancement

"Thank you for successfully organizing the last-minute field trip for 90 students. You did an outstanding job, and I'm truly grateful to work alongside such a great team of people who genuinely care about our community."

Recognized by:
Michelle Riggs

Willie Blackmon

Crafton Hills College
Student Services

"Thank you for organizing the last-minute field trip for 90 students from Salinas Elementary. You did an outstanding job. Thank you for your creativity, positive energy, and dedication."

Recognized by:
Michelle Riggs

Willie Blackmon

Crafton Hills College
Student Services & Student Development

"Thank you for ALL of your support with the Project P Student Equity Plan Focus Groups, Willie! Your commitment to outreach and equity played a key role in helping us connect with students. We're truly grateful to you and your team for everything you did t"

Recognized by:
Research Department

Moris Cabrera

Crafton Hills College
Student Accessibility services

"Thank you for all your hard work and dedication. The impact you leave on students is remarkable and you bring joy to so many. Keep your head up and doing a great job"

Recognized by:
Cecelia Nieves

Caring Hands Applause Cards

Presented for Information August 14, 2025

Moris Cabrera

Crafton Hills College
SAS

"Moris is very pleasant. He is kind and helpful. He is also very knowledgeable in his department."

Recognized by:
Kristine Henderson

Cinthia Calderon-Cruz

Crafton Hills College
Institutional Advancement

"Thank you for successfully organizing the last-minute field trip for 90 students. You did an outstanding job, and I'm truly grateful to work alongside such a great team of people who genuinely care about our community."

Recognized by:
Michelle Riggs

Blake Cole

Crafton Hills College
M&O

"Thank you so much for helping with the removal of the large amount of trash from moving my office on the 2nd floor of the CYN Lecture Wing building. You are appreciated.Sam Truong."

Recognized by:
Sam Truong

Gerarda Costello

Crafton Hills College
History

"Professor Costello is another great instructor I learned more then I ever did in high school. There was a lot of homework, although it was definitely worth it. It's amazing how much I learned I am forever grateful."

Recognized by:
Vanessa Vincent

Jenna Denney

Crafton Hills College
Tutoring Center

"Despite being dyslexic my whole life, Jenna Denney taught me more than anyone ever has. She's the first person who truly took the time to teach me how to write essays correctly. I'm incredibly grateful for her she's a gifted tutor who helped me across man"

Recognized by:
Vanessa Vincent

Gwendolyn DiPonio

Crafton Hills College
English

"Just wanted to thank you, Gwen, for the continuing work that you are doing with Common course number and keeping us in the loop. I truly appreciate you."

Recognized by:
Sam Truong

Caring Hands Applause Cards

Presented for Information August 14, 2025

Geoffrey Escher

Crafton Hills College
Office of Instruction

“Thank you for your assistance in processing MIS for Spring 2025. It is much appreciated!”

Recognized by:
Corrina Baber, TESS

Kathy Fellenz

Crafton Hills College
Athletics

“Thank you for leading a great tour of the Aquatics and Fitness Center and showing us your exciting world!”

Recognized by:
CHC Classified Senate

Angel Francisco

Crafton Hills College
Outreach and Educational Partnerships

“Thank you for all of your hard work on the Project P Student Equity Plan Focus Groups, Angel! Your help with outreach and confirming student appointments made a real difference. We're so grateful for your support.”

Recognized by:
Research Department

Jaime Garcia

Crafton Hills College
Technology Services

“Thanks for jumping in to help assemble fans for Crafton's graduation! Your hands-on help made a big difference. I appreciate you!”

Recognized by:
Yvette Tram

Pedro Gonzalez

Crafton Hills College
Counseling

“I am deeply grateful for his unwavering support, which played a pivotal role in my journey. Without his guidance and encouragement, I wouldn't have completed my associate degree or taken the next step to transfer. What began as a simple goal to earn a deg”

Recognized by:
Patricia Hernandez 2243181

Tracy Gray

Crafton Hills College
Technology Services

“Thanks for jumping in to help assemble fans for Crafton's graduation! Your hands-on help made a big difference. I appreciate you!”

Recognized by:
Yvette Tram

Caring Hands Applause Cards

Presented for Information August 14, 2025

Dr. Latesha Hagler

Crafton Hills College
EOPS/CARE/CALWORKs

“An exceptional department that sets the standard. Dr. Hagler leads the most prestigious department at CHC with excellence & grace. Her leadership is reflected in the department's organization, cleanliness, & the professionalism of her remarkable team. I'v”

Recognized by:
Vanessa Lopesilvero

Kristine Henderson

Crafton Hills College
Custodial

“Always super helpful and kind and super funny! Slay queen! Thank you for your amazing service as always!”

Recognized by:
Tammy Faye

Kristine Henderson

Crafton Hills College
Custodial

“Kristina is the greatest, she always keeps our building, please dont let her leave!”

Recognized by:
Ruby Zuniga

Kristine Henderson

Crafton Hills College
Custodial

“Super job always friendly thank you for making our area awesome”

Recognized by:
CHC SAS team

Kristine Henderson

Crafton Hills College
Custodial

“Very polite, works hard, cleans everything and leaves everything super clean. Very respectful, communicative, and friendly. We love having and seeing Kristine she lightens up the room.”

Recognized by:
Cecelia Nieves

Kristine Henderson

Crafton Hills College
Custodial

“She cleans my office, I love how she always talks to me.”

Recognized by:
Moris Cabrera

Caring Hands Applause Cards

Presented for Information August 14, 2025

Kristine Henderson

Crafton Hills College
Custodial

“She is always detailed in her work and willing to go above and beyond for the campus.”

Recognized by:
Souts Xayaphanthong

Corey Johnson

Crafton Hills College
Computer & Information Science

“Thank you for helping out with a fantastic Excel training during Classified Week!”

Recognized by:
CHC Classified Senate

Elizabeth J. Johnson

Crafton Hills College
Kinesiology

“If there were a teacher of the year award, I'd nominate Professor Johnson. Her online classes taught me so much, and I truly hope she opens her own yoga studio someday. Thank you CHC for having an amazing yoga instructor.”

Recognized by:
Vanessa Vincent

Issa Jraisat

Crafton Hills College
Race, Ethnicity and Diversity

“Everyone should have the chance to take Professor Jraisat's class I learned so much. There is a lot of homework, although I enjoyed the challenge and found it very rewarding. Such an amazing professor will you please give him a bonus.”

Recognized by:
Vanessa Vincent

Luna Lagrima

Crafton Hills College
Admissions and Records

“Perfect person to receive and assist people. Genuine intention to help. Very welcoming and willing to help”

Recognized by:
Mona Ybanez BSN RN CEN

Luna Lagrima

Crafton Hills College
Admissions and Records

“I've spoken with and received help from Luna multiple times and each time they are incredible! Luna is able to answer all of my questions and makes me feel confident that my concerns have been resolved properly.”

Recognized by:
Amber Mackey

Caring Hands Applause Cards

Presented for Information August 14, 2025

Luna Lagrima

Crafton Hills College
Admissions and Records

“Extremely helpful and informative”

Recognized by:
Francisco Evaro

Luna Lagrima

Crafton Hills College
Admission and Records

“She was very patient and went above and beyond to help locate my transcripts”

Recognized by:
Tamika Major

Luna Lagrima

Crafton Hills College
Admissions and Records

“I had been waiting for months to be admitted to the school online. First try coming in person and she was amazing and so helpful!”

Recognized by:
McKenzie Rosen

Luna Lagrima

Crafton Hills College
Admissions and Records

“Great attitude, very helpful.”

Recognized by:
Samantha Adame

Luna Lagrima

Crafton Hills College
Admissions & Records

“Luna went above and beyond to help with my request and was a very warm welcome to the campus.”

Recognized by:
Keleah Bliven

Amity Lodevico

Crafton Hills College
EOPS

“Thank you for your willingness to work on MIS this semester. I appreciate your help!”

Recognized by:
Corrina Baber, TESS

Elizabeth Lopez

Crafton Hills College
Office of Instruction

“Liz, Thank you always for being so kind and helpful with course scheduling, we appreciate you.”

Recognized by:
Brittany Sysawang Nair

Elizabeth Lopez

Crafton Hills College
Office of Instruction

“Thank you for your assistance in processing MIS for Spring 2025. It is much appreciated!”

Recognized by:
Corrina Baber, TESS

Caring Hands Applause Cards

Presented for Information August 14, 2025

Mariana Macamay

Crafton Hills College
Transfer Venter Coordinator

“I want to think Mariana from the transfer center for assisting me with my transfer. She's incredibly wise and patient, and I'm truly grateful she's part of your team. She was thorough and went the extra mile to support me. Thank you CHC!”

Recognized by:
Vanessa Lopesilvero

Christin Moore

Crafton Hills College
Financial Aid

“I'd like to recognize Christin Moore in Financial Aid at CHC for her outstanding service. She is incredibly knowledgeable, patient, and always takes the time to answer the most challenging questions. She is truly an asset to CHC I hope she grows within t”

Recognized by:
VANESSA VINCENT / Lopesilvero

Clarissa Morales-Mata

Crafton Hills College
Outreach and Educational Partnerships

“Thank you for all of your hard work on the Project P Student Equity Plan Focus Groups, Clarissa! Your help with outreach and confirming student appointments made a real difference. We're so grateful for your support.”

Recognized by:
Research Department

Douglas W. Morgan

Crafton Hills College
Literature and Religion

“Professor Douglas W. Morgan is an incredible instructor. I learned so much in his class and really enjoyed the video clips he provided they were encouraging and helpful. He's also excellent at communicating and always quick to respond to questions. It's c”

Recognized by:
Vanessa Vincent

Brittany Nair

Crafton Hills College
Career Education & Human Development/Public Safety

“Thank you for always going above and beyond for our students. Your compassion and hard work ethic does not go unnoticed. Keep up the great work!”

Recognized by:
Paige Dulay-Vega

Simon Ochoa

Crafton Hills College
Outreach and Educational Partnerships

“Thank you for all of your hard work on the Project P Student Equity Plan Focus Groups, Simon! Your help with outreach and confirming student appointments made a real difference. We're so grateful for your support.”

Recognized by:
Research Department

Caring Hands Applause Cards

Presented for Information August 14, 2025

Ericka Paddock

Crafton Hills College
Student Life

“Ericka is one of the kindest people I've ever met. She create such a warm and welcoming environment, always greeting everyone with a smile. She's highly organized, and it's clear she leads by example her team is just as kind and professional as she is P.S”

Recognized by:
Vanessa Lopesilvero

Christina Perez

Crafton Hills College
Advancement

“Thank you for organizing the last-minute field trip for 90 students from Salinas Elementary. You did an outstanding job. Thank you for your creativity, positive energy, and dedication.”

Recognized by:
Michelle Riggs

Ivan PeÃ±a

Crafton Hills College
Student Equity and Success

“Thank you for ALL of your support with the Project P Student Equity Plan Focus Groups, Ivan! Your dedication to equity and student success helped shape the impact of this work, including our invitation to present at the UCR research symposium thanks to yo”

Recognized by:
Research Department

Darian Poma

Crafton Hills College
OIERP

“Thank you for ALL of your hard work on the Project P Focus Groups, Dari! Your thoughtful facilitation and deep commitment to equity made such a difference in creating a space where student voices were truly heard. We're lucky to have you!”

Recognized by:
Diana Vaichis

Rebecca Pompa

Crafton Hills College
Facilities

“Thank you for all your help with room scheduling in general and teaching us how to use CourseDog specifically. And for all the months (and years!) of work getting it ready too.”

Recognized by:
CHC Classified Senate

Nick Reichert

Crafton Hills College
Tutoring Center

“Thank you for an awesome journey into the mystical world of AI.”

Recognized by:
CHC Classified Senate

Caring Hands Applause Cards

Presented for Information August 14, 2025

Natividad Rodriguez

Crafton Hills College
EOPS

"Always willing and supportive in processing MIS every semester. Thank you for your hard work!"

Recognized by:
Corrina Baber, TESS

Sandra Ruiz

Crafton Hills College
Computer & Information Science

"Thank you for a great Excel training workshop during Classified Week!"

Recognized by:
CHC Classified Senate

Kim Salt

Crafton Hills College
Chemistry

"Just wanted to thank you, Kim, for the continuing work that you are doing with Common course number and keeping us in the loop. I truly appreciate you."

Recognized by:
Sam Truong

Racquel Schoenfeld

Crafton Hills College
EOPS

"I want to take a moment to recognize Racquel from EOPS department. She has been incredibly helpful and supportive every time I've needed assistance. No matter how many questions I have, she's always patient, knowledgeable, and willing to take the time to"

Recognized by:
Vanessa Lopesilvero

Racquel Schoenfeld

Crafton Hills College
Counseling

"Thank you so much for your support with the first Project P Focus Groups, Racquel! Even though this recognition is delayed, we truly appreciate the role you played in helping us get started and spearheading such meaningful work."

Recognized by:
Research Department

Jared Shaw

Crafton Hills College
OIERP

"Thank you for ALL of your hard work on the Project P Focus Groups, Jared! Your thoughtful facilitation and deep commitment to equity made such a difference in creating a space where student voices were truly heard. We're lucky to have you!"

Recognized by:
Diana Vaichis

Caring Hands Applause Cards

Presented for Information August 14, 2025

Erika Sherman

Crafton Hills College
Basic Needs

“Thank you for your support with Final Touches! We would not be able to do it without you!”

Recognized by:
Financial Aid

Erika Sherman

Crafton Hills College
Basic Needs

“Erica Sherman has consistently supported me and many other students over the years. Beyond the food pantry, she's connected us with nonprofit resources to help us get back on our feet. I'm truly grateful to have met someone so kind and caring.”

Recognized by:
Vanessa Lopesilvero

Jamie Sierra

Crafton Hills College
Student Services

“Thank you for organizing the last-minute field trip for 90 students from Salinas Elementary. You did an outstanding job. Thank you for your creativity, positive energy, and dedication.”

Recognized by:
Michelle Riggs

Jaime Sierra

Crafton Hills College
Outreach and Educational Partnerships

“Thank you for your support with the Project P Student Equity Plan Focus Groups, Jaime! Even if this thank you is a little delayed, we didn't want to miss the opportunity to say how much we appreciated your help in guiding the student ambassadors.”

Recognized by:
Research Department

Kristi Simonson

Crafton Hills College
Institutional Advancement

“Thank you for bringing some joy to campus by teaching us how to make balloon animals!”

Recognized by:
CHC Classified Senate

Floyd Simpson

Crafton Hills College
Admissions and Records

“Incredibly helpful! The college needs more people like Floyd.”

Recognized by:
Julio Jimenez

Caring Hands Applause Cards

Presented for Information August 14, 2025

Floyd Simpson

Crafton Hills College
Administration and Records

“From beginning to end the whole interaction was great and pleasant. Everyone he helped he was very informative and he resolved/answered all our problems/questions. 10/10 We will be going back to him if we ever need anything.”

Recognized by:
Lifni and Shalom Flores

Floyd Simpson

Crafton Hills College
Admissions & Records

“Floyd has constantly gone above and beyond to help me over the years. He's patient,, professional, and always willing to assist with my questions. I'm truly grateful I can count on him in admissions. He's the true definition of a gentleman kind, respectfu”

Recognized by:
Vanessa Lopesilvero

Floyd Simpson II

Crafton Hills College
Admissions and Records

“Fantastic at assisting me with registering for my class! AI could never replace that kind of customer service.”

Recognized by:
Josiah Hayes

Floyd Simpson II

Crafton Hills College
Admissions and Records

“They were both very helpful at assisting me with the IDMI process as well as helping me with technical issues and referring me to other people that could help me. I never had such an easy time with enrollment before!”

Recognized by:
Isabelle Montejano

Gio Sosa

Crafton Hills College
OIERP

“Thank you for ALL of your support with the Project P Student Equity Plan Focus Groups! Your leadership, encouragement, and willingness to champion equity-focused research truly made this work possible.”

Recognized by:
Diana Vaichis

Delmy Spencer

Crafton Hills College
Student Services

“Thank you for ALL of your support with the Project P Student Equity Plan Focus Groups, Delmy! Though some time has passed, we didn't want to miss the chance to say thank you. Your dedication to equity and student success helped shape the impact of this wo”

Recognized by:
Research Department

Caring Hands Applause Cards

Presented for Information August 14, 2025

Cyndie St. Jean

Crafton Hills College
President's Office

“Thank you for organizing a great Classified Appreciation Lunch. We appreciate you!”

Recognized by:
CHC Classified Professionals

Christina Sweeting

Crafton Hills College
Career Education and Human Development

“Christina, Thank you for being our anchor and holding our division together. Your Guidance and Support with everything Administrative is amazing. I greatly appreciate you.”

Recognized by:
Brittany Sysawang Nair

Manuel / Manny Villegas

Crafton Hills College
Financial Aid Coordinator

“I met with Manny, and he thoroughly explained everything and guided me on which department to contact and what questions to ask when I transfer. He's incredibly knowledgeable and always seems to have the answers.”

Recognized by:
Vanessa Lopesilvero

Amanda Ward

Crafton Hills College
Public Safety

“Amanda, Thank you for your leadership. Your kindness and support has helped our students with their educational plans and goals.”

Recognized by:
Brittany Sysawang Nair

Dan Word

Crafton Hills College
Career Education and Human Development

“Dan, Thank you for your leadership. Your expertise with all things CE&HD and Public Safety Significantly helps our students and team be successful.”

Recognized by:
Brittany Sysawang Nair

Ruby Zuniga

Crafton Hills College
OIERP

“Thank you for ALL of your support with the Project P Student Equity Plan Focus Groups, Ruby! I truly couldn't have pulled it off as seamlessly without your invaluable support and behind-the-scenes coordination. You made such a difference, and I'm genuinel”

Recognized by:
Diana Vaichis

Caring Hands Applause Cards

Presented for Information August 14, 2025

Edwin Carbajal

District Support Operations
Police Department

“Sergeant Carbajal participated in the "Breaking Barriers: A dialogue with Campus Police" event at SBVC. He did a great job interacting with our campus community!”

Recognized by:
Chief Blake Bonnet

Cody Clements

District Support Operations
Printing Services

“Appreciation goes to Cody for stepping up to get commencement items completed! Your support helped everything come together-thank you!”

Recognized by:
Yvette Tram

Christopher Crew

District Support Operations
Research, Planning & Institutional Effectiveness

“Thank you for all of your support with the Project P Student Equity Plan Focus Groups, Christopher! Though some time has passed, we didn't want to miss the opportunity to say thank you. We're truly grateful for everything you did to help make this project”

Recognized by:
CHC OIERP

Angela Davis

District Support Operations
Business Services

“Thank you for your help and support.”

Recognized by:
Erika Menge

Richard Diaz

District Support Operations
Police Department

“Officer Diaz participated in the "Breaking Barriers: A dialogue with Campus Police" event at SBVC. He did a great job interacting with our campus community!”

Recognized by:
Chief Blake Bonnet

Virginia Diggle

District Support Operations
Business Services

“Thank you so much for your continued support and training.”

Recognized by:
Erika Menge

Caring Hands Applause Cards

Presented for Information August 14, 2025

Daniella Esparza

District Support Operations
PROFESSIONAL DEVELOPMENT CTR.

“Daniella, thank you for all of your support with the Project P Student Equity Plan Focus Groups and for your ongoing help. Your continued support hasn't gone unnoticed. We're truly grateful.”

Recognized by:
CHC Research Department

Joe Ho

District Support Operations
Computing Services

“Thank you for helping lead a great Oracle training at CHC.”

Recognized by:
CHC Classified Senate

Michele Jeannotte

District Support Operations
Police Department

“Michele participated in the "Breaking Barriers: A dialogue with Campus Police" event at SBVC. She did a great job interacting with our campus community!”

Recognized by:
Chief Blake Bonnet

Michele Jeannotte

District Support Operations
Police Department

“Michele submitted the PD's CLETS (Ca Law Enforcement Telecommuncation System) Audit to the DOJ. We were found to be in compliance in all categories. GREAT JOB Michele!”

Recognized by:
Chief Blake Bonnet

Nick Judson

District Support Operations
Printing Services

“Big thanks to Nick for your help getting commencement materials printed and ready! Your effort made a real difference- great work and much appreciated!”

Recognized by:
Yvette Tram

Martha Kelly

District Support Operations
Business Services

“Your help and support is greatly appreciated.”

Recognized by:
Erika Menge

Caring Hands Applause Cards

Presented for Information August 14, 2025

Jared Klug

District Support Operations
Police Department

“Officer Klug participated in the "Breaking Barriers: A dialogue with Campus Police" event at SBVC. He did a great job interacting with our campus community!”

Recognized by:
Chief Blake Bonnet

Courtnee Laughlin

District Support Operations
Purchasing

“Thank you for always providing excellent support and service. Your kindness and dedication is very appreciated.”

Recognized by:
Shari Blackwell

Lindsey Mathewson

District Support Operations
Fiscal Services

“Thank you for helping lead a great Oracle training at CHC.”

Recognized by:
CHC Classified Senate

Dacia Melendez

District Support Operations
TESS

“Thank for getting my computer replaced and setup! I appreciate all the help!”

Recognized by:
Nick Judson

James Quigley

District Support Operations
Police Department

“Officer Quigley participated in the "Breaking Barriers: A dialogue with Campus Police" event at SBVC. He did a great job interacting with our campus community!”

Recognized by:
Chief Blake Bonnet

Carmen Sanchez

District Support Operations
Printing Services

“A special shoutout to Carmen for your help printing and preparing commencement items! Your hard work and precision made a big impact-thank you!”

Recognized by:
Yvette Tram

Caring Hands Applause Cards

Presented for Information August 14, 2025

Carmen Sanchez

District Support Operations
Printing Services

“Thank you for your reliability and for being so responsive to our last-minute requests. Your support is truly appreciated!!”

Recognized by:
Debbie Castro

Aaron Tang

District Support Operations
Police Department

“Officer Tang participated in the "Breaking Barriers: A dialogue with Campus Police" event at SBVC. He did a great job interacting with our campus community!”

Recognized by:
Chief Blake Bonnet

Erick Zambrano

District Support Operations
Government Relations, Strategic Communications & Grants

“Thank you so much for supporting the facilities team and CBOC with great headshots and group photos.”

Recognized by:
Erika Menge

Juan Zavala

District Support Operations
TESS

“Thank you Juan for your help with CHC commencement fans. As well as getting my printers reinstalled on my new laptop.”

Recognized by:
Nick Judson

Juan Zavala

District Support Operations
TESS

“Thanks for jumping in to help assemble fans for Crafton's graduation! Your hands-on help made a big difference. I appreciate you!”

Recognized by:
Yvette Tram

Yvette Tram

District Support Operations
Printing Services

“Thank you for always stepping up to help at the 11th hour!”

Recognized by:
Heather M. Madole

Caring Hands Applause Cards

Presented for Information August 14, 2025

Yvette Tram

District Support Operations
Computing Services

“Thank you so much for leading a great Oracle training at CHC.”

Recognized by:
CHC Classified Senate

Jennifer Carl

San Bernardino Valley College
Grounds

“Always working and keeping the botanical looking beautiful!”

Recognized by:
HLS

Noel Arciero

San Bernardino Valley College
President's Office

“Noel is a tremendous asset to the President's Office and her assistance ensures that the office is able to meet the needs of the President, leadership team, and the campus.”

Recognized by:
Jesse Neimeyer-Romero

Weldon Eric Babino

San Bernardino Valley College
Maintenance

“Throughout the 2024-2025 academic, Eric has assisted the President's Office in repairs, cleaning, and hanging art in the office and the President's Conference Room. His assistance and always happy-to-help demeanor is greatly appreciated.”

Recognized by:
Jesse Neimeyer-Romero

Eric Babino

San Bernardino Valley College
Maintenance and Operations

“Thanks to Eric for checking on the AC unit in HLS while I wasn't available. He was able to get the AC unit back online to ensure comfort cooling for our students and staff.”

Recognized by:
Nick Mendoza

Eric Babino

San Bernardino Valley College
Maintenance and Operations

“Thanks for checking and getting the AC unit in HLS back online to ensure comfort cooling for our students and staff while I wasn't available.”

Recognized by:
Nick Mendoza

Caring Hands Applause Cards

Presented for Information August 14, 2025

Eric Babino

San Bernardino Valley College
Maintenance

“Shoutout to Eric, our amazing maintenance man!Eric consistently goes above and beyond to keep everything running smoothly. His dedication, quick response, and willingness to help with anything-big or small-truly make a difference. We appreciate all that y”

Recognized by:
Keynasia Buffong

Jennifer Carl

San Bernardino Valley College
Maintenance & Operation

“I just wanted to give Jennifer a heartfelt thank you for the incredible work she does every day keeping our campus looking its best. She is very friendly and always has a smile on her face. it makes me proud to walk around our campus to see how beautiful”

Recognized by:
Raina Okray

Jennifer Carl

San Bernardino Valley College
Grounds

“I think Jennifer deserves a heart felt thank you for all the hard work she does to keep our campus beautiful . she always has a smile on her face, and she is very friendly. It makes me proud to take my walks and see how beautiful our campus is.”

Recognized by:
Raina Okray

Jennifer Carl

San Bernardino Valley College
Grounds

“Keeping all her area's very clean!”

Recognized by:
Applied technology

Lupita Castaneda

San Bernardino Valley College
Office of Instruction

“Thank you for your willingness and support in processing MIS. It is much appreciated!”

Recognized by:
Corrina Baber, TESS

Kay Dee

San Bernardino Valley College
Office of Instruction

“Thank you for your willingness and support in processing MIS. It is much appreciated!”

Recognized by:
Corrina Baber, TESS

Caring Hands Applause Cards

Presented for Information August 14, 2025

Nicole Gutierrez

San Bernardino Valley College
Applied Tech

"Thank you to Nicole for her help to the President's Office in assisting the Chancellor's Office in coordinating the June 2025 Board Retreat."

Recognized by:
Jesse Neimeyer-Romero

Elizabeth Larivee

San Bernardino Valley College
Student Accessibility Services(formerly DSPS)

"Everything from helping me find the right professors who are disability friendly to building out a full ed plan. She also has helped me get into contact with my teachers if I am having trouble reaching them! Because of this amazing person I have averaged"

Recognized by:
Louis Curnal

Breanna Lopez

San Bernardino Valley College
Office of Instruction

"Thank you for your willingness and support in processing MIS. It is much appreciated!"

Recognized by:
Corrina Baber, TESS

Craig Luke

San Bernardino Valley College
Counseling

"Always awesome!!"

Recognized by:
Denise

Anabel Martinez

San Bernardino Valley College
Campus Business Office

"Anabel helped the President's Office office in June with some last minute room reservations for the summer for a series sponsored by the President's Office. She was very quick and responsive and her assistance is truly appreciated."

Recognized by:
Jesse Neimeyer-Romero

Wendy Nahaut

San Bernardino Valley College
CalWORKs and Workforce Development

"Your assistance in MIS processing for CalWORKs was much appreciated!"

Recognized by:
Corrina Baber, TESS

Caring Hands Applause Cards

Presented for Information August 14, 2025

Rayleen Noreiga

San Bernardino Valley College
Counseling

“Super respectful and professional”

Recognized by:
Alex

Karol Pasillas

San Bernardino Valley College
Administrative Services

“Going above and beyond and supporting Academic Senate Travel -Thank you”

Recognized by:
Andrea Hecht, Academic Senate President

Karol Pasillas

San Bernardino Valley College
Campus Business Office

“A big thank you to Karol for her assistance to the President's Office throughout the 2024-2025 academic year!”

Recognized by:
Jesse Neimeyer-Romero

Monica Perales

San Bernardino Valley College
EOPS

“Your assistance in MIS processing with EOPS is much appreciated.”

Recognized by:
Corrina Baber, TESS

Fermin Ramirez

San Bernardino Valley College
Financial Aid Office

“Presentation for Financial Aid for Classified and students at the Classified Leadership Conference on 07.25.25. Fermin's presentation's content, delivery, and commitment to classified to advance their educational pursuits is commendable. Above all, he is”

Recognized by:
Chandni Gulati Singh, Modesto Junior College

Treesa Sabato

San Bernardino Valley College
EOPS

“Your assistance in MIS processing with EOPS is much appreciated.”

Recognized by:
Corrina Baber, TESS

Caring Hands Applause Cards

Presented for Information August 14, 2025

Stephanie Silva

San Bernardino Valley College
Maintenance

“Throughout the 2024-2025 academic, Stephanie has helped bring color to the President's Office. Her painting is always top-notch and her work is greatly appreciated.”

Recognized by:
Jesse Neimeyer-Romero

Kristian Suarez

San Bernardino Valley College
Maintenance

“Throughout the 2024-2025 academic, Kristian has assisted the campus in providing keys to new staff and managers. He is always friendly and happy to help and his assistance is most appreciated.”

Recognized by:
Jesse Neimeyer-Romero

Genaro Vargas

San Bernardino Valley College
Maintenance and Operations

“Thanks to Gino for stepping in during my absence and addressing the issue with the loud AC fan coil. His prompt action and focus on resolving the noise concern not only ensured the system was functioning properly but also demonstrated a strong commitment”

Recognized by:
Nick Mendoza

Desiree Vargas

San Bernardino Valley College
Campus Business Office

“Desiree helped the President's Office office in June with some last minute room reservations for the summer for a series sponsored by the President's Office. She was very quick and responsive and her assistance is truly appreciated.”

Recognized by:
Jesse Neimeyer-Romero

allison molina

San Bernardino Valley College
Admission and records

“She was such an amazing help. She had a very clear understanding. She had so much patience and was very respectful. She helped me with my situation. She was such a nice lady”

Recognized by:
Kayla

Andrew Chang

San Bernardino Valley College
Administrative Application Systems

“Mr. Chang is always quick to assist when needed, especially when certain applications are not working; his time, dedication, and work ethic is appreciated and highly valued.”

Recognized by:
Armando A. Garcia

Caring Hands Applause Cards

Presented for Information August 14, 2025

Kristian Suarez

San Bernardino Valley College
Maintenance/Operations

"A newly installed electronic, touch-free door opener needed troubleshooting to ensure that it operated correctly. Kristian was very helpful in contacting the vendor so their team could fix the problem. Throughout the process Kristian demonstrated a high"

Recognized by:
Marty Milligan

Jonathan C. Flaa

San Bernardino Valley College
Campus Technology Services

"Mr. Flaa is an expert who was patience with his valuable time and service in assisting me resolve my software (PDF) issue."

Recognized by:
Armando A. Garcia

Brandy L. Heller

San Bernardino Valley College
The Huddle

"Mrs. Heller is very patient, friendly, and kind in assisting athlete students with all their matriculation/registration needs, etc. She is a joy to work with."

Recognized by:
Armando A. Garcia

John Feist

San Bernardino Valley College
SBVC Campus Technology Services Department

"John Feist consistently goes above and beyond to keep things running smoothly. His technical expertise, reliability, and positive attitude make a big difference."

Recognized by:
Ana Bojorquez

Jennifer Carl

San Bernardino Valley College
Grounds

"Always working and keeping the botanical looking beautiful!"

Recognized by:
North hall

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Retirement Recognition

RECOMMENDATION

This item is for information only.

OVERVIEW

The Board would like to recognize and celebrate the following staff on their retirement from San Bernardino Community College District.

Armando Alcala, Custodian, SBVC
After 35 years of services with the District at Valley College, Armando submitted a letter of intent to retire, effective June 23, 2025. Armando will retire as a Custodian, a position he has held since October 15, 1990.

Gary Williams, Professor, Psychology, CHC
After 18 years of services with the District at Crafton Hills College, Gary Williams submitted a letter of intent to retire, effective May 31, 2025. Gary began his employment with SBCCD as an Institutional Assessment Coordinator September 18, 2006. He also served as an Instructional Assessment specialist, and will retire as a Professor of Psychology, a position he has held since August 11, 2020.

The commitment and dedication these individuals have shown to student success is unwavering. The District is truly grateful for their years of service and congratulates them on their retirement.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Jose F. Torres, Executive Vice Chancellor and
Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Consideration of Board Policies for Final Approval

RECOMMENDATION

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

OVERVIEW

AP 2410 | https://sbccd.edu/ap2410

Pursuant to Board Policy 2410, policies of the Board may be adopted, revised, added to, or amended at any regular Board meeting by a majority vote. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended. The Board shall regularly assess its policies for effectiveness in fulfilling the District's mission.

Administrative Procedures are issued by the Chancellor as statements of method to be used in implementing Board Policy. Such Administrative Procedures shall be consistent with the intent of Board Policy and may be revised as deemed necessary by the Chancellor through regular consultation processes and/or as required by revisions to laws and regulations. Administrative Procedures are forwarded to the Board of Trustees, which reserves the right to direct revisions of the Administrative Procedures should they, in the Board's judgment, be inconsistent with the Board's own policies.

ANALYSIS

The following policies and procedures are being forwarded to the Board today for a final reading. All have undergone SBCCD's process for Board Policies & Administrative Procedures as outlined in AP 2410. As necessary, they have been reviewed by the Board Policies and Procedures Ad Hoc Committee. Any proposed changes are indicated in the attached recommendations.

Policies & Procedures Presented for Final Reading
4222 Remedial Coursework
5130 Financial Aid
5220 Shower Facilities for Homeless Students
5510 Off-Campus Student Organization

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

Approval of Board Policies ensures SBCCD operates in an equitable and efficient manner that is compliant with applicable legal requirements. Direct financial implications vary for each Board Policy/Administrative Procedure.

AP 4222 Remedial Coursework

10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ No Matching BP or AP Exists

Reasons for Review

> Legal Update 44 - Updated to revise the reference to the ACCJC Accreditation Standard pursuant to the 2024 changes in the ACCJC Accreditation Standards. The Service also updated this procedure to identify requirements related to placement pursuant to the 2024 changes in the Education Code.

Level 3 Review Schedule

12/05/2024 ♦ Recommendation Received

12/12/2024 ♦ PPAC Approves Review Level
12/13/2024 ♦ Level 2 to Constiutents and AS for Feedback
02/05/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input
02/20/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3
03/05/2025 ♦ AS Reviews Level 3 for Final Input
05/15/2025 ♦ PPAC Reviews Final AS Input
06/12/2025 ♦ BOT 1st Read
08/14/2025 ♦ BOT Final Approval

Begin Recommendation for AP 4222 Remedial Coursework

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

- Remedial English or Mathematics Coursework
  1. Intention: The primary goal is to ensure that students enter and complete transfer-level coursework in English and mathematics within one year of their initial attempt in the discipline. This coursework should align with the requirements of the student's intended certificate or associate degree, or the requirements for transfer within their intended major.
  2. Placement Measures: The District shall use measures, such as high school coursework, grades, grade point average, or self-placement for placing students into English and mathematics courses. High school transcript data shall be used as the primary means for determining placement in English and mathematics courses. For students who have not graduated from high school, or for high school graduates unable to provide self-reported high school information, the District may use guided placement or self-placement. When multiple measures are used, they should be applied in a way that compensates for low performance on one measure with higher performance on another. The District shall not recommend or require students to enroll in pretransfer-level English or mathematics coursework.
  3. Avoiding Redundant Coursework: The District shall not require students to repeat coursework that they successfully completed in high school or college or for which they demonstrated competency through other methods of credit for prior learning.

AP 4222 Remedial Coursework

10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ No Matching BP or AP Exists

4. If the District places and enrolls students into transfer-level course sequences, composed of no more than two transfer-level courses, that prepare students for the first STEM calculus course, the counselor shall determine that (1) the student is highly unlikely to succeed in the first STEM calculus course without the additional transfer-level preparation, (2) the enrollment will improve the student's probability of completing the first STEM calculus course, and (3) the enrollment will improve the student's persistence to and completion of the second calculus course in the STEM program, if a second calculus course is required.

5. Students who have not graduated from a United States high school or been issued a high school equivalency certificate, students enrolled in a certificate program without English or mathematics requirements, students enrolled in a noncredit English as a Second Language course who have not graduated from a United States high school or been issued a high school equivalency certificate, students with documented disabilities in educational assistance classes who are otherwise not able to benefit from general college classes, students enrolled in adult education programs who have not graduated from a United States high school or been issued a high school equivalency certificate, students enrolled in adult education programs who are enrolled in coursework other than mathematics or English, current high school students in dual enrollment or taking courses not available in their local high school are exempt from the limitations of this procedure..

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

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

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

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

AP 4222 Remedial Coursework

10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ No Matching BP or AP Exists

- College Catalog
  The SBVC and the CHC catalogs include a clear statement of the limited applicability of remedial coursework toward fulfilling degree requirements and any exemptions that may apply to this limitation.

Reference:
Education Code Section 78212.5 and 78213;
Title 5 Section 55035; and
ACCJC Accreditation Standard ~~II.A.4~~ 2

End Recommendation for AP 4222 Remedial Coursework

BP 5130 Financial Aid

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Legal Update 44 - Updated to revise the reference to the ACCJC Accreditation Standard pursuant to the 2024 changes in the ACCJC Accreditation Standards.
> Legal Update 42: The Service updated this policy to implement the California Ban on Scholarship Displacement Act of 2021 pursuant to changes in the Education Code.

Level 3 Review Schedule

12/05/2024 ♦ Recommendation Received

12/12/2024 ♦ PPAC Approves Review Level
12/13/2024 ♦ Level 3 to Constituents and AS for Feedback
02/02/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input
02/20/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Feedback on Level 3
03/05/2025 ♦ AS Reviews Level 3 for Final Input
05/15/2025 ♦ PPAC Reviews Final AS Input
06/12/2025 ♦ BOT 1st Read
08/14/2025 ♦ BOT Final Approval

Begin Recommendation for BP 5130 Financial Aid

~~*(Replaces current SBCCD BP 5130)*~~

The Financial Aid Office is responsible for the administration of federal and state financial aid programs. Financial Aid programs may include, ~~outside~~ internal and external scholarships, grants, waivers and work study programs.

All financial aid programs will adhere to guidelines, procedures and standards issued by federal and state laws and other applicable regulatory and institutional requirements.

The Financial Aid Office shall establish, publicize and apply satisfactory academic progress standards to all participants in Title IV student aid programs.

Misrepresentation

Consistent with the applicable federal regulations for federal financial aid, the District shall not engage in "substantial misrepresentation" of 1) the nature of its educational program, 2) the nature of its financial charges, or 3) the employability of its graduates.

The Chancellor shall establish procedures for regularly reviewing the District's website and other informational materials for accuracy and completeness and for training District employees and vendors providing educational programs, marketing, advertising, recruiting, or admission services concerning the District's educational programs, financial charges, and employment of graduates to assure compliance with this policy.

The Chancellor shall establish procedures wherein the District shall periodically monitor employees' and vendors' communications with prospective students and members of the public and take corrective action where needed.

This policy does not create a private cause of action against the District or any of its representatives or service providers. The District and its Board of Trustees do not waive any defenses or governmental immunities by enacting this policy.

Scholarship Displacement

The District shall not engage in scholarship displacement. The Chancellor shall establish procedures that provide that the District shall not reduce the institutional gift aid offer of a student who is eligible to receive a federal Pell Grant award or financial assistance under the California Dream Act for an academic year as a result of private scholarship awards designated for the student unless the student's gift aid exceeds the student's annual

BP 5130 Financial Aid

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

cost of attendance.

References:

Education Code Sections 66021.6, 70045, et seq., and 76300 ;
20 U.S. Code Sections 1070, et seq.;
34 Code of Federal Regulations Section 668; (U.S. Department of Education Regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended);
ACCJC Accreditation Standard ~~III.D.15~~ 3

End Recommendation for BP 5130 Financial Aid

AP 5130 Financial Aid

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Legal Update 44 - Updated to add a legal citation pursuant to changes in the Education Code. The Service also updated this procedure to revise the reference to the ACCJC Accreditation Standard pursuant to the 2024 changes in the ACCJC Accreditation Standards.
> Legal Update 42: The Service updated this procedure to implement the California Ban on Scholarship Displacement Act of 2021 pursuant to changes in the Education Code.

Begin Recommendation for AP 5130 Financial Aid

San Bernardino Community College District participates in a variety of financial aid programs in order to assist students in paying for their postsecondary education. The District is dedicated to providing students superior financial services while complying with all state and federal regulations and requirements.

San Bernardino Community College District offers the following financial aid awards to all students who are enrolled at the colleges within the District:

1. The California College Promise Grant (formerly known as the ~~Board of Governors Fee Waiver (~~BOG Fee Waiver)
2. Chafee Grant
3. Cal Grant A, B and C
4. ~~California DREAM Loan Program~~ Federal Direct Loans
5. Federal Pell Grant
6. Federal Work Study
7. Federal Supplemental Educational Opportunity Grant (FSEOG)
8. ~~Full Time Student Success Grant~~ Student Success Completion Grant (SSCG)
9. ~~Outside Scholarships~~ Internal and external scholarships

The financial aid procedures, listed below, provide guidance in the financial aid process within the District and give students information needed to make informed decisions about financing their education. Students should regularly check the financial aid website at the college they are attending and receiving financial aid, as these procedures and policies are reviewed and updated to remain compliant with federal and state requirements to ensure that the District is supporting the success of our students.

Application Procedures

To be considered for financial aid, students must complete the Free Application for Federal Student Aid (FAFSA) and include either San Bernardino Valley College school code (001272) or Crafton Hills College school code (009272). The application is available beginning in October for the following academic award year unless specified by the U.S.Department of Education. If a student is applying for a ~~State~~ Cal Grant, the FAFSA or CADAA and ~~a~~ cumulative GPA ~~verification form~~ must be ~~be completed~~ submitted to the California Student Aid Commission (CSAC). Additional information and eligibility requirements are available at the Financial Aid Office. It is important that California Community College students complete the FAFSA or CADAA ~~application~~ by the state published deadline.

Student Eligibility

General student eligibility requirements consist of the following:

- demonstrate financial need for need-based federal student aid programs;
- be a U.S. citizen or an eligible noncitizen;

AP 5130 Financial Aid

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- have a valid Social Security number (with the exception of students from the Republic of the Marshall Islands, Federated States of Micronesia, or the Republic of Palau);
- be enrolled as a regular student in an eligible degree or certificate program;
- maintain satisfactory academic progress;
- provide consent and approval to have your federal tax information transferred directly into your *Free Application for Federal Student Aid* (FAFSA®) form;
- not in default or overpayment on any federal aid;
- have a high school diploma, GED, or equivalent.

CADAA eligibility requirements are different than the list above. Please check with your financial aid office for more information.

~~1. Be enrolled as a regular student in an eligible program for the purpose of obtaining an Associate's degree, certificate program, or transfer program~~
~~2. Cannot be enrolled in an elementary or secondary school~~
~~3. Must have a high school diploma or equivalent~~
~~4. Making satisfactory academic progress~~
~~5. Must meet enrollment status requirements~~
~~6. Must resolve any drug conviction issues~~
~~7. Must be a citizen or an eligible noncitizen~~
~~8. Have resolved any default on a FSA loan or overpayment~~
~~9. Have a valid social security number~~
~~10. Males between the ages of 18-25 must register with the Selective Service System or meet an exemption requirement~~
~~11.~~1. ~~Resolve any conflicting information~~

There are also program specific eligibility requirements that may be required.

Deadlines

See the Financial Aid office website for semester-specific financial aid deadlines. All deadlines shall be strictly adhered to.

Payment Procedures

Financial aid disbursements are calculated based on a student's ~~Expected Family Contribution (EFC)~~ Student Aid Index (SAI), financial need, availability of funds, and enrollment intensity. ~~the number of units in which the student is enrolled in each semester.~~

Waitlist courses are not considered as enrolled units and are not included in the calculation of eligibility.

Disbursements are refunded electronically to the students BankMobile (Bmtx) selection. ~~college issued Debit Card.~~ Students must enroll and make their selection at https://disbursements.bmtx.com/refundchoices/, ~~request their Debit Card at www.enroll.moneynetworkedu.com/~~. Students also have the ability to have their refunds transferred to their existing bank account using the ACHoption,, applying for a Vibe account, or having a check mailed to them. ~~option. This option may delay a student receiving their disbursement 3-5 business days depending on the existing banking institution procedures.~~ Students who do not select a refund preference will default to a refund check being processed and mailed 21 days after disbursement to the student's home address as reported with Admissions and Records.

Overpayment Recovery (Return of Title IV)

The ~~District~~ Financial Aid Office will determine the amount of federal financial aid a student has earned in accordance with federal law. Recipients of federal programs are subject to the Return of Title IV Funds (R2T4) requirements. Students who receive federal financial aid and do not attend any classes will be required to repay all of the funds they have received within 30 days of being notified. If students do not repay within the 30-day requirements the student account will be forwarded to collections with the department of education. Students who withdraw from all classes prior to completing more than 60% of the term will have their financial aid eligibility recalculated based on the percentage of the term completed and will be required to repay any unearned financial aid they have received.

Determination of a student's withdrawal date:

- The date the student officially notified the Admissions and Records Office of ~~his or her~~their intent to withdraw;
- The midpoint of the semester for a student who leaves without notifying the college;

AP 5130 Financial Aid

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

- The student's last date of attendance at a document academically-related activity; or
- The date posted by the instructor indicating the last day of attendance.

Accounting Requirements and Disbursement of Funds

The District ensures internal checks and balances by separating the functions of authorizing payments and disbursing or delivering funds so that no single person or office exercises both functions for any student receiving Federal Student Aid (FSA) funds.

Fraudulent Documents

-Students may be reported to the Office of Inspector General (OIG), or Department of ED (DOE) if they are committing or suspected of committing Federal Fraud.

Submission of fraudulent documents is a violation of the Standards of Student Conduct and as such, subject to disciplinary action. The student will be informed that withdrawing the fraudulent document is not a pardon from disciplinary action. • Any student submitting a fraudulent document will be referred to the Chief Student Services Officer or designee for disciplinary action.

Satisfactory Academic Progress

In accordance with Federal and State regulations, financial aid recipients are required to meet Satisfactory Academic Progress (SAP) requirements. SAP requirements include qualitative, quantitative, and maximum time frame standards by which the financial aid office can determine that students receiving federal financial aid funds are maintaining the satisfactory academic progress required for their course of study. Students who are receiving federal student aid must be enrolled in a course of study leading to an associate's degree, a certificate program, and/or a transfer program to a four-year college. Failure to maintain SAP standards will result in the loss of financial aid assistance. The Financial Aid Office reviews academic progress, ~~annually,~~ at the end of each ~~Spring~~ semester. Satisfactory Academic Progress will evaluate periods of enrollment in which the student did not receive financial aid funds as well as courses that were taken at another college and apply towards their program of study.

Students are required to adhere to the following SAP requirements:

- Maintain a cumulative GPA of 2.0 or above (qualitative);
- Successfully complete a minimum of 67% of the total number of units attempted/ completed (quantitative); and
- Not exceed 150% of the published length of an academic program. ~~a maximum of 90 total unit's~~ Program timeframes will vary. ~~attempted/completed (maximum time frame)~~.

These procedures may change periodically and may be superseded by current state and federal laws and regulations.

Satisfactory Academic Progress (SAP) Appeal Procedure

! ppeal Process

SAP Appeals, Petition for Reinstatements or Term Dismissals, can be requested through the Financial Aid office. You must read the appeal carefully and submit your supporting documentation, prior to the appeal deadline. Incomplete appeals will be rejected.

SAP Appeal Special Circumstances

In reviewing a student's appeal and documentation, the Financial Aid Office may consider any additional special circumstances that the institution deems appropriate and shall consider a broad range of special circumstances, including, but not limited to, any of the following:

- Death of a relative or other significant person
- Injury or illness, including, but not limited to, behavioral health conditions, of the student or a relative or other significant person
- Pregnancy or birth of a child
- Homelessness
- Loss of childcare
- Loss or change in employment

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Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

- Loss of access to personal or public transportation
- Being a victim of a serious crime, including, but not limited to, domestic abuse, even if the crime was not reported or did not result in criminal prosecution or civil liability
- Natural disaster
- Change of major (Once per SAP Policy)

If a student does not successfully complete the courses on the SEP plan with a passing grade of A, B, C, or D where applicable, and/or maintain a 2.0 for the term, this will revoke the Term Dismissal agreement and the student will no longer receive Financial Aid. Students will be notified of the appeal decision via their student email within 45 days of a complete appeal submission. If the student has outside transcripts, they must be evaluated, and students must submit their official transcripts to Admissions & Records before the appeal submission is considered complete.

If a student has been approved and is eligible for a financial aid disbursement, they may receive a disbursement within 2-4 weeks after the SAP approval notification.

If the student's appeal is denied, the decision notification will specify the conditions for future consideration for financial aid eligibility. Students may request a second review process from the Financial Aid Office if the initial SAP appeal is denied.

Misrepresentation

Misrepresentation is defined as any false, erroneous, or misleading statement that the District, a representative of the District, or a service provider with which the District has contracted to provide educational programs, marketing, advertising, recruiting, or admissions services, makes directly or indirectly to a student, prospective student, a member of the public, an accrediting agency, a state agency, or the United States Department of Education.

A misleading statement includes any statement that has the likelihood or tendency to deceive or confuse. If a person to whom the misrepresentation was made could reasonably be expected to rely, or has reasonably relied, on the misrepresentation, the misrepresentation would be substantial.

This procedure does not apply to statements by students through social media outlets or by vendors that are not providing covered services, as reflected herein.

Loss of Eligibility for California College Promise Grant (formerly known as a BOG Fee Waiver)

A student shall become ineligible for a ~~Board of Governors~~ California College Promise Grant if the student is placed on academic or progress probation, or any combination thereof, for two consecutive primary terms. Loss of eligibility shall become effective at the first registration opportunity after such determination is made.

The District shall notify students of their placement on academic or progress probation no later than thirty days following the end of the term that resulted in the student's placement on probation. The notification must clearly state that two consecutive primary terms of probation will lead to a loss of the California College Promise Grant ~~BOG Fee Waiver~~ until the student is no longer on probation. The notification must also advise students about the available student support services to assist them in maintaining eligibility.

The District shall adopt, prominently display, and disseminate policies ensuring that students are advised about the student support services available to assist them in maintaining and reestablishing ~~eligibility~~ California College Promise Grant ~~BOG Fee Waiver~~ eligibility. Dissemination includes, but is not limited to, information provided in college catalogs and class schedules.

The District shall establish written procedures by which a student may appeal the loss of a California College Promise Grant ~~BOG Fee Waiver~~ due to extenuating circumstances, or whenever a student with a disability applied for, but did not receive, a reasonable accommodation in a timely manner. Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances that might include documented changes in the student's economic situation or evidence that the student was unable to obtain essential student support services. Extenuating circumstances also includes special consideration of the specific factors associated with Veterans, CalWORKs, EOPS, Homeless and SAS student status.

Foster Youth shall not be subject to loss of California College Promise Grant ~~BOG Fee Waiver~~ due to placement on academic or progress probation. This exemption for Foster Youth is effective until the date specified in Education Code section 66025.9(c).

AP 5130 Financial Aid

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Students Enrolled in a Baccalaureate Degree Program

Students enrolled in a baccalaureate degree program who wish to apply for a California College ~~College P~~romise Grant (CCPG) waiver must submit either a Free Application for Federal Student Aid (FAFSA) or a California Dream Act application in lieu of completing the California College Promise Grant ~~Board of Governors f~~Fee w~~W~~aiver application.

Scholarship Displacement

The ~~District~~ Financial Aid Office shall not reduce the institutional gift aid offer of a student who is eligible to receive a federal Pell Grant award or financial assistance under the ~~-~~California Dream Act for an academic year as a result of private scholarship awards designated for the student unless the student's gift aid exceeds the student's annual cost of attendance. The ~~District~~ Financial Aid Office shall not consider receipt or anticipated receipt of private scholarships when considering a student who is eligible to receive a federal Pell Grant award or financial assistance under the California Dream Act for qualification for institutional gift aid.

References:

Education Code Sections 66021.3, 66021.6, 66025.9, 69432.7, 69514, 70045 et seq., 70030 et seq., 76300, 78042, and 94912.5;
Title 5 Sections 55031,58600 et seq.;
20 U.S. Code Sections 1070 et seq.;
34 Code of Federal Regulations Section 668~~.~~ (U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended);
ACCJC Accreditation Standard ~~111. D.15~~ 3

End Recommendation for AP 5130 Financial Aid

BP 5220 Shower Facilities for Homeless Students

10+1 ♦ CCLC | Good Practice/Optional ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Chapter Lead: Good Practice BP being Presented for adoption

Level 3 Review Schedule

12/05/2024 ♦ Recommendation Received

12/12/2024 ♦ PPAC Approves Review Level
12/13/2024 ♦ Level 3 to Constituents and AS for Feedback
02/02/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input
02/20/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Feedback on Level 3
03/05/2025 ♦ AS Reviews Level 3 for Final Input
05/15/2025 ♦ PPAC Reviews Final AS Input
06/12/2025 ♦ BOT 1st Read
08/14/2025 ♦ BOT Final Approval

Begin Recommendation for BP 5220 Shower Facilities for Homeless Students

The Chancellor shall establish procedures necessary to make on-campus shower facilities available to any homeless student who is enrolled in coursework, has paid enrollment fees, and is in good standing with the District.

References:

Education Code Section 76011

End Recommendation for BP 5220 Shower Facilities for Homeless Students

AP 5220 Shower Facilities for Homeless Students

10+1 ♦ CCLC | Good Practice/Optional ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Chapter Lead: Good Practice AP Presented for adoption

Begin Recommendation for AP 5220 Shower Facilities for Homeless Students

An -unhoused student is defined as a student who does not have a fixed, regular, and adequate nighttime residence. This includes, but is not limited to, students who: are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to lack of alternative accommodations; are living in emergency or transitional shelters; have a primary nighttime residence that is a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings; or are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.

Shower facilities are available for unhoused students who are actively enrolled in courses and are in good standing with the District. Students may refer to the individual campuses for specific locations, building names, days, and hours of availability at San Bernardino Valley College, Crafton Hills College, and Economic Development & Corporate Training. In the event of any conflicts in hours due to intercollegiate athletic programs or other scheduled events, each campus will implement appropriate measures to ensure access to these resources.

References:

Education Code Section 76011

End Recommendation for AP 5220 Shower Facilities for Homeless Students

BP 5510 Off-Campus Student Organizations

10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

>Need to adopt; this is a legally required policy.

Level 3 Review Schedule

12/05/2024 ♦ Recommendation Received
12/12/2024 ♦ PPAC Approves Review Level
12/13/2024 ♦ Level 3 to Constituents and AS for Feedback
02/02/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input
02/20/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Feedback on Level 3
03/05/2025 ♦ AS Reviews Level 3 for Final Input
05/15/2025 ♦ PPAC Reviews Final AS Input
06/12/2025 ♦ BOT 1st Read
08/14/2025 ♦ BOT Final Approval

Begin Recommendation for BP 5510 Off-Campus Student Organizations

The District shall work with local law enforcement agencies to monitor and record criminal activity at off-campus locations of owned or controlled by student organizations officially recognized by the District or used to support the District's educational purpose.

This policy includes student organizations with off-campus housing facilities.

Reference:
34 Code of Federal Regulations Section 668.46(b)(7)

End Recommendation for BP 5510 Off-Campus Student Organizations

AP 5510 Off-Campus Student Organizations

10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Need to adopt; this is a legally required procedure

Begin Recommendation for AP 5510 Off-Campus Student Organizations

The SBCCD Police Department does not provide law enforcement service to off-campus organizations, nor are off-campus activities monitored by the District. Any incidents or investigations that occur off-campus fall under the jurisdiction of the local police in that area, which would lead in any investigation or response. However, SBCCD Police may assist local agencies when needed and maintain radio communication with them for events in close proximity to the campuses.

Reference:
34 Code of Federal Regulations Section 668.46(b)(7)

End Recommendation for AP 5510 Off-Campus Student Organizations

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Kevin Horan, President, CHC

PREPARED BY: Michelle Riggs, Executive Director of Institutional Advancement and Foundation, CHC

DATE: August 14, 2025

SUBJECT: Consideration of Approval Naming Music Room in the new Finkelstein Performing Arts Center as the Elaine S. Rosen Music Room

RECOMMENDATION

It is recommended that the Board of Trustees approve the naming of the music room in the new Finkelstein Performing Arts Center at Crafton Hills College as the “Elaine S. Rosen Music Room”.

OVERVIEW

The Crafton Hills College Foundation received an initial endowed gift of $75,000, along with additional pledged commitments totaling $150,000 to be fulfilled by December 2033. Additionally, a $350,000 irrevocable bequest from the estate of Elaine S. Rosen has been designated for the Elaine Rosen Endowed Fund. In total, contributions received and pledged amount to $575,000. These funds will provide ongoing annual support for the Foundation, specifically benefiting the Theatre, Music, and Dance programs and their students at Crafton Hills College.

ANALYSIS

Per Board Policy 6620, the Board retains authority for naming college facilities and properties which includes portions of buildings.

In accordance with Administrative Procedure 6620, and in grateful recognition of the generosity of Elaine S. Rosen, Crafton Hills College, with the approval of the Board of the San Bernardino Community College District will name the music room in the new Finkelstein Performing Arts Center as the “Elaine S. Rosen Music Room”.

FINANCIAL IMPLICATIONS

None. The contributions will be held with the CHC Foundation. Expendable distributions will support annual awards with the remaining endowed portion of funds invested to provide support for Crafton Hills College in perpetuity.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Consideration of Approval to Conduct a Public Hearing and Acknowledge Initial Proposal to Reopen Negotiations between California School Employees Association (CSEA), Chapter 291 and SBCCD

RECOMMENDATION

1) It is recommended that the Chair of the Board of Trustees open a hearing for public comment on the initial proposals to reopen negotiations between the CSEA, Chapter 291 and the SBCCD as listed below, and following any comments from the public, the Chair of the Board of Trustees close the hearing:

   - As proposed by the CSEA, Chapter 291, Article 7: Pay and Allowances

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 May 2025, CSEA, Chapter 291 and the SBCCD entered into an agreement for the period July 1, 2023, through June 30, 2026. Article 25: Completion of Meet and Negotiation of that agreement allows for the reopening of negotiations for Article 7: Pay and Allowances and Article 10: Health and Welfare Benefits. In addition, each party may reopen two (2) other articles every year.

ANALYSIS

This Board makes public the proposal to negotiate the agreed-upon article. One (1) reopener remains available for CSEA, Chapter 291, during the 2025-2026 academic year; two (2) reopeners remain available for the SBCCD during the 2025-2026 academic year.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost associated with an article is included in the appropriate budgets, where applicable.

Reopener for 2023-26 Successor Agreement
California School Employees Association
San Bernardino Community College District #291

The California School Employees Association and its San Bernardino Community College District #291 Chapter does hereby request to reopen the 2023-26 successor agreement for the following contract article:

Article 7: Pay and Allowances

- Add language concerning "Standby Time."
- Clarify "Call Back Time."

Please place this Initial Proposal on the August 2025 Board of Trustees agenda in compliance with the Education Employment Relations Act (EERA).

Submitted by: _____

Ernest F Guillén
CSEA, Chapter 291

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Gilbert Contreras, President, SBVC

PREPARED BY: Leticia Hector, Vice President, Instruction, SBVC

DATE: August 14, 2025

SUBJECT: 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 2025-2026 College Catalog.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO VALLEY COLLEGE
SUBMITTED FOR BOARD OF TRUSTEE APPROVAL
August 14, 2025

COURSE CORRECTION

Changes to the 2025-2026 College Catalog

COURSE ID	COURSE TITLE
AERO 022L	PRIVATE PILOT FLIGHT LAB

Units: 3
Laboratory: 144-162 contact hours per semester
Rationale: The course was previously approved in error as a 1-unit course. This update corrects the board approval to reflect the accurate unit value of 3 units.
Effective: Fall 2025

COURSE CORRECTION

Changes to the 2025-2026 College Catalog

COURSE ID	COURSE TITLE
AERO 041L	INSTRUMENT PILOT FLIGHT LAB

Units: 3
Laboratory: 144-162 contact hours per semester
Rationale: The course was previously approved in error as a 1-unit course. This update corrects the board approval to reflect the accurate unit value of 3 units.
Effective: Fall 2025

CERTIFICATE CORRECTION

Flight Operations - Professional Pilot - Certificate of Achievement

The Flight Operations - Professional Pilot certificate program at San Bernardino Valley College prepares students for a dynamic career in aviation, providing comprehensive flight training, and ground school instruction in aerodynamics, navigation and aviation regulations. This certificate program is designed for students aspiring to become professional pilots, offering a strong foundation in both the technical and practical aspects of flight operations. Through state-of-the-art simulators and real-world flight training, students will gain the skills and knowledge necessary to pursue FAA certification as commercial pilots. Graduates will be equipped to enter the aviation industry with the qualifications needed to succeed in various flight operations roles, including positions with airlines, corporate flight departments, and other aviation enterprises.

REQUIRED COURSES:

AERO 022	Private Pilot Ground School	6.0
AERO 022L	Private Pilot Flight Lab	3.0
AERO 040	Instrument Ground School	4.0
AERO 041L	Instrument Pilot Flight Lab	3.0
AERO 047	Commercial Pilot Ground School	3.0
AERO 047L	Commercial Pilot Flight Lab	3.0
AERO 046	Aviation Weather	3.0
AERO 070	Introduction to Air Traffic Control (ATC)	3.0
		Total: 28.0

Rationale: Updating certificate to reflect correct unit values for AERO 022L and AERO 041L.
Previous Board Approval: January 9, 2025
Effective: Fall 2025

DEGREE CORRECTION

Flight Operations - Professional Pilot - A.S. Degree

The Flight Operations - Professional Pilot Associate in Science Degree prepares students for a dynamic career in aviation, providing comprehensive flight training, and ground school instruction in aerodynamics, navigation and aviation regulations. This degree is designed for students aspiring to become professional pilots, offering a strong foundation in both the technical and practical aspects of flight operations. Through state-of-the-art simulators and real-world flight training, students will gain the skills and knowledge necessary to pursue FAA certification as commercial pilots. Graduates will be equipped to enter the aviation industry with the qualifications needed to succeed in various flight operations roles, including positions with airlines, corporate flight departments, and other aviation enterprises.

REQUIRED COURSES:

AERO 022	Private Pilot Ground School	6.0
AERO 022L	Private Pilot Flight Lab	3.0
AERO 040	Instrument Ground School	4.0
AERO 041L	Instrument Pilot Flight Lab	3.0
AERO 047	Commercial Pilot Ground School	3.0
AERO 047L	Commercial Pilot Flight Lab	3.0
AERO 046	Aviation Weather	3.0
AERO 070	Introduction to Air Traffic Control (ATC)	3.0
		Total: 28.0

Rationale: Updating degree to reflect correct unit values for AERO 022L and AERO 041L.
Previous Board Approval: January 9, 2025
Effective: Fall 2025

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Dr. Kevin Horan, President, CHC
Dr. Gilbert Contreras, President, SBVC
Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

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 indicated on the attached list.

OVERVIEW

Part-time academic employees selected from the established pool are offered individual contracts on a semester-by-semester basis.

ANALYSIS

All requirements for employment processing will be completed prior to the contract start date. No individual will be offered a contract until Human Resources has cleared the individuals for employment.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost for employment of adjunct and substitute academic employees is included in the appropriate 2024-2025 and 2025-2026 budgets.

Adjunct and Substitute Academic Employees

Presented for Information August 14, 2025

[v.8.7.2025.p.2|24]

2025 – 2026 Academic Year

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Abad, Jeremy	CHC	English	English
Ajioka, Mayumi	CHC	Japanese	Japanese
Alatorre, Guadalupe	CHC	Communications Studies	Communication Studies
Alderson, Kristin	CHC	Marketing	Marketing
Amparo, Karl	CHC	Certified Nursing Assistant/Aid	Health Care Ancillaries
An, Seiko	CHC	Japanese	Japanese
Andersson-Cortez, Steven	CHC	Certified Nursing Assistant/Aid	Health Care Ancillaries
Arteche, Corrine	CHC	English	English
Ayangbah, Shirley	CHC	Economics	Economics
Baltierra, Anthony	CHC	Theatre Arts	Theatre Arts
Barger, Heather	CHC	Business Administration	Business
Blanck, Robert	CHC	English	English
Booth, Geoffrey	CHC	Respiratory Technologies	Respiratory Technologies
Bracamonte, Candelaria	CHC	Radiologic Technology	Radiologic Technology
Bungard, Patrick	CHC	Communications Studies	Communication Studies
Carpenter, Jerome	CHC	Counseling	Counseling
Carreon-Bailey, Rebecca	CHC	Child Development	Child Development/Early Childhood Education
Castillo, Andrew	CHC	English	English
Castro, Janet	CHC	English	English
Castro, Liliana	CHC	Counseling	Counseling
Clarke, Sally	CHC	Health Information Technology	Health Information Technology
Clement, Brooke	CHC	Counseling	Counseling
Cowens, Nicole	CHC	Theatre Arts	Theatre Arts
Cowles, Randee Teresa	CHC	English	English
Crow, Robert	CHC	Business Administration	Business
Cruz, Jason	CHC	Business Administration	Business
Cuara-Ramos Vargas, Erika	CHC	Counseling	Counseling
Cundieff, Shannon	CHC	Radiologic Technology	Radiologic Technology
Davis, Benjamin	CHC	Music	Music
Davis, Destiny	CHC	Certified Nursing Assistant/Aid	Healthcare Ancillaries
Dewalden, Steven	CHC	Communications Studies	Communication Studies
Dobbs, Anne	CHC	English	English

Adjunct and Substitute Academic Employees

Presented for Information August 14, 2025

[v.8.7.2025.p.3|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Dominguez, Brandon	CHC	Certified Nursing Assistant/Aid	Healthcare Ancillaries
Donally, Kristen	CHC	Certified Nursing Assistant/Aid	Healthcare Ancillaries
Drake-Green, Penny	CHC	Communications Studies	Communication Studies
Edberg, Heather	CHC	English	English
Estus, Steve	CHC	English	English
Farago-Spencer, Emilia	CHC	English	English
Farago-Spencer, Joseph	CHC	English	English
Fingerle, Ryan	CHC	English	English
Firtha, Christie	CHC	English	English
Fletcher, Bryan	CHC	Business Administration	Business
Flory-Sanchez, Pamela	CHC	English	English
Fontes, Vasti	CHC	Communications Studies	Communication Studies
Gallegos, Maria de Jesus	CHC	Counseling	Counseling
Graff, Richard	CHC	Accounting	Accounting
Granado Morris, Alycia	CHC	Child Development	Child Development/Early Childhood Education
Grozav, Johnina	CHC	English	English
Guaderrama, Anthony	CHC	Computer Information Systems	Computer Information Systems
Harris, Mattie	CHC	English	English
Harshbarger, Desiree	CHC	Counseling	Counseling
Henrich, Anyssa	CHC	Certified Nursing Assistant/Aid	Healthcare Ancillaries
Hertweck, Nathan	CHC	English	English
Ho, Oscar	CHC	Computer Information Systems	Computer Information Systems
Hoehn, Marisela	CHC	Counseling	Counseling
Hosch, Roland	CHC	Computer Information Systems	Computer Information Systems
Houlihan, Frances	CHC	Art	Art
Ibarra, Rosa	CHC	Counseling	Counseling
Jasso, Heather	CHC	Certified Nursing Assistant/Aid	Healthcare Ancillaries
Johansen, Kirsten	CHC	Dance	Dance
Khalaj-Le Corre, Monica	CHC	English	English
Krahn, Katie	CHC	English	English
Lamb, Wendy	CHC	English	English
Lapointe, Stacey	CHC	English	English
Lee, James	CHC	English	English
Lehar, Jade	CHC	English	English

Adjunct and Substitute Academic Employees

Presented for Information August 14, 2025

[v.8.7.2025.p.4|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Leonard, Tina	CHC	American Sign Language	Communication Studies
Limoges, Kevin	CHC	Computer Information Systems	Computer Information Systems
Malik, Somayya	CHC	Certified Nursing Assistant/Aid	Healthcare Ancillaries
Marquez, Alejandra	CHC	English	English
McClurg, Bruce	CHC	Music	Music
McCool, Karol	CHC	Library Science	Library Science
McCoy, Lauren	CHC	Radiologic Technology	Radiologic Technology
McNairy, Stephanie	CHC	Art	Art
McNamara, Laurence	CHC	Art	Art
McNaughton, Ana	CHC	Theatre Arts	Theatre Arts
McVey, Cody	CHC	American Sign Language	Communication Studies
Millan, Christopher	CHC	English	English
Mojica, Lucy	CHC	English	English
Montes, Ashley	CHC	Library Science	Library Science
Moreno, Melissa	CHC	Communications Studies	Communication Studies
Morris, Nicholas	CHC	Respiratory Technologies	Respiratory Technologies
Mulder, Katheryn	CHC	Counseling	Counseling
Nguyen, Janette	CHC	Counseling	Counseling
Nguyen, Jennifer	CHC	American Sign Language	Communication Studies
Ocegueda, Hector	CHC	Spanish	Spanish
Ojeda, Jasmine	CHC	Computer Information Systems	Computer Information Systems
Olivas, Lauren	CHC	Child Development	Child Development/Early Childhood Education
Ortiz, Viviana	CHC	Communications Studies	Communication Studies
Ouellette, Anamay	CHC	Certified Nursing Assistant/Aid	Healthcare Ancillaries
Padilla, Sandra	CHC	Counseling	Counseling
Parsa, Masoud	CHC	Economics	Economics
Partain, Jeff	CHC	English	English
Paz, Elizabeth	CHC	Certified Nursing Assistant/Aid	Healthcare Ancillaries
Phillips, Riley	CHC	English	English
Polson, Elizabeth	CHC	English	English
Ramirez, Alejandra	CHC	Respiratory Technologies	Respiratory Technologies
Ramirez, Jamie	CHC	Workforce Preparation (NC)	Workforce Preparation
Ramos, Sefferino	CHC	English	English
Rodriguez, Luis	CHC	Art	Art

Adjunct and Substitute Academic Employees

Presented for Information August 14, 2025

[v.8.7.2025.p.5|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Roessler, Heather	CHC	Art	Art
Romano, Nicholas	CHC	Computer Information Systems	Computer Information Systems
Romasanta, Justine	CHC	Counseling	Counseling
Romero, Jose	CHC	Accounting	Accounting
Rose, Kendra	CHC	American Sign Language	Communication Studies
Saadeh, Miriam	CHC	Business Administration	Business
Saikali, Rita	CHC	Business Administration	Business
Samson, Danae	CHC	English	English
Sanchez, David	CHC	Spanish	Spanish
Sanford, Conchi	CHC	Art	Art
Seaton, Thomas	CHC	Respiratory Technologies	Respiratory Technologies
Shinnerl, Eva	CHC	English	English
Shum, Chang	CHC	Counseling	Counseling
Simon, Melissa	CHC	English	English
Simonson, Scott	CHC	Music	Music
Smith, Ryan	CHC	Computer Information Systems	Computer Information Systems
Sonico, Melissa	CHC	English	English
Stephens, Heather	CHC	Child Development	Child Development/Early Childhood Education
Strong, Amy	CHC	Communications Studies	Communication Studies
Stupin, Mary	CHC	Music	Music
Sujono, Debora	CHC	Computer Science	Computer Science
Tambunan, Makalerina	CHC	Respiratory Technologies	Respiratory Technologies
Tovar, Jonathan	CHC	English	English
Trang, Shawn	CHC	Certified Nursing Assistant/Aid	Healthcare Ancillaries
Trujillo-Flores, Xochilt	CHC	English	English
Uribe, Reyna	CHC	Counseling	Counseling
Van Aken, Cameron	CHC	Counseling	Counseling
Vasquez, Alta	CHC	Computer Information Systems	Computer Information Systems
Voda, David	CHC	English	English
Vonk, David	CHC	English	English
Walter, Michael	CHC	Multimedia	Multimedia
Wasbotten, Deborah	CHC	Child Development	Child Development/Early Childhood Education
Wassing, Amy	CHC	Communications Studies	Communication Studies

Adjunct and Substitute Academic Employees

Presented for Information August 14, 2025

[v.8.7.2025.p.6|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Weston, Aubrey	CHC	Accounting	Accounting
White-Elliott, Cassunda	CHC	English	English
Wilcox-Herzog, Amanda	CHC	Child Development	Child Development/Early Childhood Education
Wilson, Andrew	CHC	Art	Art
Wilson, Jeffrey	CHC	Multimedia	Multimedia
Winokur, Robert	CHC	Music	Music
Wolfe, Mary	CHC	Child Development	Child Development/Early Childhood Education
Young, Serena	CHC	English	English
Abdo, Fatenah	SBVC	Administration of Justice	Administration of Justice
Acevedo, Daneesha	SBVC	Psychiatric Technology	Psychiatric Technology
Adams, Kathy	SBVC	Child Development	Child Development
Adams, Paul	SBVC	Aeronautics	Aeronautics
Adeoye, Olayemi	SBVC	Biology	Biology
Ahmadpanah, Seyed	SBVC	Biology	Biology
Airmet, Temria	SBVC	Dance	Dance
Akingbemi, Ayodele	SBVC	Political Science	Political Science
Akinnusi, Thompson	SBVC	Computer Information Technology	Computer Information Technology
Al Nemry, Fadi	SBVC	Heating, Ventilation, Air Conditioning & Refrigeration	Heating, Ventilation, Air Conditioning & Refrigeration
Alblinger, Diane	SBVC	Communication Studies	Communication Studies
Alfano, Jay	SBVC	Computer Information Technology	Computer Information Technology
Alhoch, Bashar	SBVC	English	English
Almanza, Blake	SBVC	History	History
Alonso Jr, Isidro	SBVC	Aeronautics	Aeronautics
Alphonse, Jeff	SBVC	Chemistry	Chemistry
Alrubayi, Khalid	SBVC	Computer Information Technology	Computer Information Technology
Al-Shawa, Ahmad	SBVC	Chemistry	Chemistry
Alvarez, Carmela	SBVC	Nursing	Nursing
Alvarez, Mayra	SBVC	Pharmacy Technology	Pharmacy Technology
Amezcua, Israel	SBVC	Heavy/Medium Duty Truck	Heavy/Medium Duty Truck
Amrine, William	SBVC	English as Second Language	English as Second Language

Adjunct and Substitute Academic Employees

Presented for Information August 14, 2025

[v.8.7.2025.p.7|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Anderson, Giancarlo	SBVC	Music	Music
Andrew, Stephen	SBVC	Political Science	Political Science
Andrews, Mithra	SBVC	Biology	Biology
Archuleta, Daniel	SBVC	History	History
Ariza, Ernest	SBVC	Water Supply Technology	Water Supply Technology
Arlandson, James	SBVC	English	English
Arreola, Joseph	SBVC	Physics	Physics
Arroyo, James	SBVC	Communication Studies	Communication Studies
Arth, Patricia	SBVC	Child Development	Child Development
Assumma, Courtney	SBVC	Computer Information Technology	Computer Information Technology
Awunganyi, John	SBVC	Mathematics	Mathematics
Babli, Bilkis	SBVC	Physics	Physics
Baer, Stephen	SBVC	Electricity/Electronics	Electricity/Electronics
Barley, Corrine	SBVC	English	English
Barnard, Amber	SBVC	FTVM	Film, TV, Media
Bassig, Mike	SBVC	Heavy/Medium Duty Truck	Heavy/Medium Duty Truck
Bauer, Abigail	SBVC	History	History
Beltran, Ceasar	SBVC	Child Development	Child Development
Bentley, Steven	SBVC	Welding Technology	Welding Technology
Berglas, Ron	SBVC	Theatre Arts	Theatre Arts
Berry, Robert	SBVC	Music	Music
Beuche, William	SBVC	Music	Music
Bishop, Sarah	SBVC	Nursing	Nursing
Bjerke, Jennifer	SBVC	Geography	Geography
Blackman, Sandra	SBVC	History	History
Blalock, Ashley	SBVC	Art	Art
Blandford, Amy	SBVC	Child Development	Child Development
Blumenthal, Brett	SBVC	English as Second Language	English as Second Language
Bob, Manidhar	SBVC	Pharmacy Technology	Pharmacy Technology
Boccumini, Paul	SBVC	Psychology	Psychology
Bojorquez Gonzalez, Manuel	SBVC	Electricity/Electronics	Electricity/Electronics
Bourbeau, Ronald	SBVC	ART	Art
Bradley, Joseph	SBVC	Physics	Physics

Adjunct and Substitute Academic Employees

Presented for Information August 14, 2025

[v.8.7.2025.p.8|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Brandon, Preston	SBVC	Water Supply Technology	Water Supply Technology
Bray, Linda	SBVC	Computer Information Technology	Computer Information Technology
Breton, Keith	SBVC	Culinary Arts	Culinary Arts
Brooks, Robert	SBVC	Accounting	Accounting
Brown, Dejon	SBVC	Computer Information Technology	Computer Information Technology
Brown, Joshua	SBVC	Music	Music
Brown, Joshua	SBVC	Kinesiology	Kinesiology
Brown, Samuel	SBVC	Kinesiology	Kinesiology
Brown, Tammy	SBVC	Aeronautics	Aeronautics
Buckhoff, Michael	SBVC	ESL	English as Second Language
Buckner, Jason	SBVC	Political Science	Political Science
Bui, Katie	SBVC	Ethnic Studies	Ethnic Studies
Burkhalter, Elizabeth	SBVC	Sociology	Sociology
Burmah, Loydie	SBVC	FTVM	Film, TV, Media
Burns, Steven	SBVC	Kinesiology	Kinesiology
Butris, Nabil	SBVC	Welding Technology	Welding Technology
Caddell, Tonneka	SBVC	Psychology	Psychology
Calderon, Colleen	SBVC	History	History
Caliva, Joseph	SBVC	Aeronautics	Aeronautics
Calloway, Angela	SBVC	Child Development	Child Development
Camba-Colon, Joanna	SBVC	Biology	Biology
Campos, Richard	SBVC	Culinary Arts	Culinary Arts
Candelaria, Keith	SBVC	Kinesiology	Kinesiology
Cano, Ariana	SBVC	Communication Studies	Communication Studies
Cass, Russell	SBVC	Anthropology	Anthropology
Castil, Joshua	SBVC	Biology	Biology
Castro, Chance	SBVC	English	English
Castro, Emma	SBVC	Biology	Biology
Caughman, Luis	SBVC	Art	Art
Cavanaugh, David	SBVC	Culinary Arts	Culinary Arts
Cervantes, Bunnie	SBVC	Pharmacy Technology	Pharmacy Technology
Cescolini, Diana	SBVC	Accounting	Accounting
Chanda, Willy	SBVC	Electricity/Electronics	Electricity/Electronics

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Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Charles, Rawlston	SBVC	Kinesiology	Kinesiology
Chatterton, Micah	SBVC	English	English
Chavez, Trisha	SBVC	Nursing	Nursing
Chavez-Sherman, Adriel	SBVC	Communication Studies	Communication Studies
Chavoushi, Maria Carmela	SBVC	American Sign Language	American Sign Language
Chen, Hsu-Chia	SBVC	Mathematics	Mathematics
Chester, Brian	SBVC	Kinesiology	Kinesiology
Childress, Aviva	SBVC	Architecture	Architecture
Colern-Mulz, Leslie	SBVC	English	English
Collette, Richard	SBVC	Computer Information Technology	Computer Information Technology
Conrad, Paul	SBVC	Computer Science	Computer Science
Cook, Carol A.	SBVC	Biology	Biology
Cooper, Brian	SBVC	Art	Art
Cooprider, Klmberly	SBVC	ESL	English as Second Language
Coria, Alfonso	SBVC	Nursing	Nursing
Corral, Lupe	SBVC	Electricity/Electronics	Electricity/Electronics
Crabtree, Ryan	SBVC	Automotive	Automotive
Craddock, Christian	SBVC	Biology	Biology
Craft, Evan	SBVC	Chemistry	Chemistry
Cross, Heather	SBVC	Psychology	Psychology
Croy, Jeremy	SBVC	Administration of Justice	Administration of Justice
Cruz, Judi	SBVC	Human Services	Human Services
Cruz, Michael	SBVC	Water Supply Technology	Water Supply Technology
Cryder, Michael	SBVC	Biology	Biology
Cuevas, Dion	SBVC	Art	Art
Daniel, Deanna	SBVC	Nursing	Nursing
Day, Ben	SBVC	Business Administration, Real Estate	Business Administration, Real Estate
De Marco, Jeneane Danielle	SBVC	Art	Art
Del Rio, Joseph	SBVC	Aeronautics	Aeronautics
Diab, Caitlen	SBVC	Communication Studies	Communication Studies
Diaz, Eduardo	SBVC	Pharmacy Technology	Pharmacy Technology
Diaz, Kane	SBVC	Geography	Geography
Diehl-Hope, Rose	SBVC	Child Development	Child Development

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Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Dietz, Sarah	SBVC	Psychiatric Technology	Nursing
Doman, Darryn	SBVC	Aeronautics	Aeronautics
Donally, Kristen	SBVC	Psychiatric Technology	Nursing
Dormady, Kelly	SBVC	History	History
Dowlatabadi, Mohammad	SBVC	Electricity/Electronics	Electricity/Electronics
Doyle, Alicia	SBVC	Chemistry	Chemistry
Dudash, Leigh	SBVC	Geology	Geology
Duncan, William	SBVC	Heating, Ventilation, Air Conditioning & Refrigeration	Heating, Ventilation, Air Conditioning & Refrigeration
Dunlap, Nicole	SBVC	Communication Studies	Communication Studies
Eberle, Kevin	SBVC	Music	Music
Edwards, Lawrance	SBVC	Administration of Justice	Administration of Justice
El Oweini, Rami	SBVC	Chemistry	Chemistry
Ellsworth, Diana	SBVC	Nursing	Nursing
Enright, Dylan	SBVC	Biology	Biology
Esquerra, Robert	SBVC	Welding Technology	Welding Technology
Estrada, Rebecca	SBVC	Psychiatric Technology	Nursing
Evinger, Albert	SBVC	Aeronautics	Aeronautics
Evinger, Albert III	SBVC	Aeronautics	Aeronautics
Farago-Spencer, Emilia	SBVC	English as Second Language	English as Second Language
Fathy, Sherif	SBVC	Business Administration, Real Estate	Business Administration, Real Estate
Fathy, Sherif	SBVC	Political Science	Political Science
Fazelbhoy, Zafeer	SBVC	Biology	Biology
Fell, Devon	SBVC	Psychology	Psychology
Fernandez, Irving	SBVC	Economics	Economics
Fernandez, Ricardo	SBVC	Anthropology	Anthropology
Ferri-Milligan, Paula	SBVC	English	English
Flores Moreno, Jennifer	SBVC	Biology	Biology
Flowers, Tanisha	SBVC	Psychology	Psychology
Ford, Jacqueline	SBVC	Reading	Reading
Foutz, Anna	SBVC	Geology	Geology
Frey, April	SBVC	Human Services	Human Services
Fuentes Rivera, Pedro	SBVC	Spanish	Spanish

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[v.8.7.2025.p.11|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Gale, Duncan	SBVC	Philosophy and Religious Studies	Philosophy and Religious Studies
Galuszka, Shannon	SBVC	Theatre Arts	Theatre Arts
Gamache, Diane	SBVC	American Sign Language	American Sign Language
Garber, Melbourne	SBVC	Economics	Economics
Garcia, Cynthia	SBVC	Ethnic Studies	Ethnic Studies
Garcia, David	SBVC	Philosophy and Religious Studies	Philosophy and Religious Studies
Garcia, Reuben	SBVC	Aeronautics	Aeronautics
Garcia, Ryan	SBVC	English	English
Garcia-Loza, Alberto	SBVC	Spanish	Spanish
Gardea, Luis	SBVC	Inspection Technology	Inspection Technology
Gayle, David	SBVC	Biology	Biology
Gazelle, Eric	SBVC	Machine Technology	Machine Technology
Geslicki, Gregory	SBVC	Architecture	Architecture
Gharib, Mehran	SBVC	Economics	Economics
Gibson, Colin	SBVC	Reading	Reading
Gill, Harminder	SBVC	Chemistry	Chemistry
Gill, Monica	SBVC	Nursing	Nursing
Glenny, Scott	SBVC	Pharmacy Technology	Pharmacy Technology
Godwin, Angelina	SBVC	Spanish	Spanish
Gonzaga, Laurence	SBVC	Psychology	Psychology
Gonzaga, Samantha	SBVC	Economics	Economics
Gonzalez, Juan	SBVC	Geographical Information Systems	Geographical Information Systems
Goss, Curtis	SBVC	Kinesiology	Kinesiology
Goul, Kimberly	SBVC	Nursing	Nursing
Gray-Castro, Sara	SBVC	American Sign Language	American Sign Language
Greely, Nathaniel	SBVC	Philosophy and Religious Studies	Philosophy and Religious Studies
Gregory, Eric	SBVC	History	History
Grippi, Gianpaolo	SBVC	Heavy/Medium Duty Truck	Heavy/Medium Duty Truck
Gurtovoy, Jason	SBVC	Economics	Economics
Guy-Williams, Giles	SBVC	Kinesiology	Kinesiology
Halcon, John	SBVC	Pharmacy Technology	Pharmacy Technology
Hall, Guillermina	SBVC	Administration of Justice	Administration of Justice

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[v.8.7.2025.p.12|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Hall, Sandra	SBVC	Architecture	Architecture
Hamza, Mark	SBVC	Chemistry	Chemistry
Harris, Christine	SBVC	Psychiatric Technology	Psychiatric Technology
Harris, John	SBVC	Sociology	Sociology
Hasan, Afshan	SBVC	Psychology	Psychology
Hayes, Shelly	SBVC	Geography	Geography
Hayes, Shonia	SBVC	Chemistry	Chemistry
Hayes, Teneka	SBVC	Administration of Justice	Administration of Justice
Henry, Mark	SBVC	English	English
Henry, Michele	SBVC	Nursing	Nursing
Hernandez, Eddie	SBVC	Administration of Justice	Administration of Justice
Hernandez, Ramon	SBVC	Inspection Technology	Inspection Technology
Herndon, Brianna	SBVC	Anthropology	Anthropology
Heyman, Ariel	SBVC	Biology	Biology
Hicks, Steven	SBVC	English	English
Hidalgo, Alma		Water Supply Technology	Water Supply Technology
Hidalgo, Alma	SBVC	Geography	Geography
Hiers, Rebecca	SBVC	Psychology	Psychology
Hightower, Nicole	SBVC	Psychology	Psychology
Hill, Alyse	SBVC	Biology	Biology
Hinkens, Diane	SBVC	Chemistry	Chemistry
Hoage, Scott	SBVC	Human Services	Human Services
Hoang, Dung	SBVC	Mathematics	Mathematics
Hock, Anita	SBVC	Biology	Biology
Hoelle, Nicole	SBVC	English	English
Holecek	SBVC	Nursing	Nursing
Holme, Sara	SBVC	Music	Music
Honnold, Joseph	SBVC	English	English
Hoover, Jason	SBVC	Electricity/Electronics	Electricity/Electronics
Hopkins, Craig	SBVC	Automotive Collision	Automotive Collision
Hopper, Randi	SBVC	Child Development	Child Development
Houlihan, Frank	SBVC	Art	Art
Houshiar, Bijan	SBVC	Computer Information Technology	Computer Information Technology
Houts, Robert	SBVC	Inspection Technology	Inspection Technology

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[v.8.7.2025.p.13|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Hughes-Curtis, Lindsy	SBVC	Child Development	Child Development
Hungate, Adam	SBVC	History	History
Hunter-Southern, Cherisse	SBVC	Psychology	Psychology
Hutchins, Eric	SBVC	Real Estate	Real Estate
Irby, Carl	SBVC	Human Services	Human Services
Iyengar, Melissa	SBVC	Biology	Biology
Jackson, Brian	SBVC	Heating, Ventilation, Air Conditioning & Refrigeration	Heating, Ventilation, Air Conditioning & Refrigeration
Jackson, Jade	SBVC	Child Development	Child Development
James, Edna	SBVC	English	English
Jaramillo, Richard	SBVC	Heavy/Medium Duty Truck	Heavy/Medium Duty Truck
Jehi, Tony	SBVC	Culinary Arts	Culinary Arts
Jehi, Tony	SBVC	Kinesiology	Kinesiology
Jerrolds, Adrienne	SBVC	Chemistry	Chemistry
Jimenez, Itamar	SBVC	Welding Technology	Welding Technology
Johnson, David	SBVC	Physics	Physics
Johnson, Steven	SBVC	Chemistry	Chemistry
Jones, Dianna	SBVC	Computer Information Technology	Computer Information Technology
Jones, Pamela	SBVC	Child Development	Child Development
Jorgensen, Judy	SBVC	Architecture	Architecture
Kalil, Haitham	SBVC	Chemistry	Chemistry
Kapur, Anshika	SBVC	Chemistry	Chemistry
Kasouha, Samar	SBVC	Mathematics	Mathematics
Kawa, Jon	SBVC	Art	Art
Kawa, Karlie	SBVC	Art	Art
Keays, Raymond	SBVC	Automotive	Automotive
Keithly, Dana	SBVC	Anthropology	Anthropology
Kelley, Claudia	SBVC	Culinary Arts	Culinary Arts
Kellmer, Randall	SBVC	Computer Information Technology	Computer Information Technology
Kellogg, Elena	SBVC	ESL	English as Second Language
Kershner, Steven	SBVC	Automotive	Automotive
Kiefer-Newman, Katherine	SBVC	Philosophy and Religious Studies	Philosophy and Religious Studies
Kimbrough, Pamela	SBVC	Chemistry	Chemistry

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[v.8.7.2025.p.14|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
King, John	SBVC	Automotive	Automotive
Kinon, Marc	SBVC	Psychology	Psychology
Klug, Jeff	SBVC	Administration of Justice	Administration of Justice
Koch, Allison	SBVC	Nursing	Nursing
Koch, Paul	SBVC	Administration of Justice	Administration of Justice
Kounas, Jason	SBVC	Kinesiology	Kinesiology
Krenek, Sonja	SBVC	Music	Music
Kuntz, John	SBVC	English as Second Language	English as Second Language
Lai, Karen	SBVC	Mathematics	Mathematics
Lamp, Leonard	SBVC	Mathematics	Mathematics
Laundis, Brian	SBVC	Sociology/Ethnic Studies	Sociology/Ethnic Studies
Lavruk, Alexander	SBVC	Music	Music
Lawler, Mary	SBVC	Kinesiology	Kinesiology
Lawton, Phillip	SBVC	Heating, Ventilation, Air Conditioning & Refrigeration	Heating, Ventilation, Air Conditioning & Refrigeration
Lebig, Elyson Gavin	SBVC	Biology	Biology
Leblanc, Patricia	SBVC	Nursing	Nursing
Lee, Ho Jin	SBVC	Economics	Economics
Lee, Jennifer	SBVC	Pharmacy Technology	Pharmacy Technology
Lefay, Jenna	SBVC	Kinesiology	Kinesiology
Leon, Delfino	SBVC	Aeronautics	Aeronautics
Leonard, Tina	SBVC	ASL	American Sign Language
Li, Yi	SBVC	Architecture	Architecture
Liang, Hsiao Fang	SBVC	Biology	Biology
Lin, Chin Ping	SBVC	Spanish	Spanish
Linares, Marcos	SBVC	Pharmacy Technology	Pharmacy Technology
Litel, Gerald	SBVC	Accounting	Accounting
Loh Myers, Susan	SBVC	English	English
Lopez, Karen	SBVC	Nursing	Nursing
Lopez, Kimberli	SBVC	Pharmacy Technology	Pharmacy Technology
Loring, Michael	SBVC	English	English
Loukeh, Alison	SBVC	Water Supply Technology	Water Supply Technology
Love, Travis Jason	SBVC	English	English
Lowe, Eric	SBVC	History	History
Lucier, Brad	SBVC	History	History

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[v.8.7.2025.p.15|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Luna, Jose	SBVC	Psychology	Psychology
Luu, Tony	SBVC	English	English
Lynn, Rebecca	SBVC	Political Science	Political Science
Lyons, Kevin	SBVC	FTVM	FTVM
Macias, Cindy	SBVC	History	History
Maestre, Joanne	SBVC	English	English
Mahpar, Shelly	SBVC	Music	Music
Majid, May	SBVC	Mathematics	Mathematics
Malloch, Hayden	SBVC	Geology/ Oceanography	Geology/ Oceanography
Mancilla, Robert	SBVC	Biology	Biology
Marquez, Jeremiah	SBVC	Kinesiology	Kinesiology
Marquis, Mathew	SBVC	ASL	American Sign Language
Martinez, Carlos	SBVC	Real Estate	Real Estate
Martinez, Danielle	SBVC	Culinary Arts	Culinary Arts
Martinez, Leilani	SBVC	English	English
Massie, John	SBVC	Heating, Ventilation, Air Conditioning & Refrigeration	Heating, Ventilation, Air Conditioning & Refrigeration
Mazon, Rafael	SBVC	History	History
McCrory, Roy	SBVC	ASL	American Sign Language
McDonald, Virginia	SBVC	Biology	Biology
McGee, Kellie	SBVC	Kinesiology	Kinesiology
McGuire, Kelly	SBVC	FTVM	Film, TV, Media
McNair, Natalie	SBVC	FTVM	Film, TV, Media
Melgar, Luisa	SBVC	Nursing	Nursing
Mellado, Lisa	SBVC	English	English
Mendoza, Kendra	SBVC	Kinesiology	Kinesiology
Mendoza, Maria	SBVC	Mathematics	Mathematics
Merendon, Sandra	SBVC	Computer Information Technology	Computer Information Technology
Merriwether, Andrew	SBVC	Kinesiology	Kinesiology
Meza, Christine	SBVC	Psychiatric Technology	Psychiatric Technology
Micklich, Mark	SBVC	Chemistry	Chemistry
Miles, Justin	SBVC	Pharmacy Technology	Pharmacy Technology
Millan, Jennina	SBVC	Nursing	Nursing
Millen, Shannon	SBVC	Aeronautics	Aeronautics

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[v.8.7.2025.p.16|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Miller, Frank	SBVC	Mathematics	Mathematics
Millican, Ed	SBVC	Political Science	Political Science
Mizutani, Mari	SBVC	Music	Music
Moeung, Botra	SBVC	Psychology	Psychology
Molle, Laura	SBVC	Psychiatric Technology	Psychiatric Technology
Mont, Tan	SBVC	Art	Art
Montgomery, Angelica	SBVC	Pharmacy Technology	Pharmacy Technology
Montiel Flores, Jose	SBVC	Psychiatric Technology	Psychiatric Technology
Montoya, David	SBVC	Ethnic Studies	Ethnic Studies
Moore, Lessie	SBVC	Psychiatric Technology	Psychiatric Technology
Moore, Zeanissia	SBVC	Reading	Reading
Mora Gehring, Flory	SBVC	Spanish	Spanish
Moran, Omar	SBVC	English	English
Morcos, Mirette	SBVC	Political Science	Political Science
Moreira, Tifany	SBVC	Psychology	Psychology
Moreno Ramirez, Alejandra	SBVC	Biology	Biology
Moreno, Robert	SBVC	Welding Technology	Welding Technology
Morita, Alexander	SBVC	Biology	Biology
Morrison, Grace	SBVC	THART	Theatre Arts
Mujumdar, Pooja	SBVC	Pharmacy Technology	Pharmacy Technology
Mukundan, Ramaa	SBVC	Geography	Geography
Muller, Bryan	SBVC	Welding Technology	Welding Technology
Murphy, April	SBVC	Welding Technology	Welding Technology
Murtada, Samira	SBVC	ARAB	Arabic
Naim, Rozaena	SBVC	Mathematics	Mathematics
Narvaez, Rene	SBVC	Welding Technology	Welding Technology
Nealon, Denise	SBVC	Sociology	Sociology
Neilson, Aaron	SBVC	Culinary Arts	Culinary Arts
Newlin, Luc	SBVC	Nursing	Nursing
Neyses, Amber	SBVC	Sociology	Sociology
Ngobi, Said	SBVC	Mathematics	Mathematics
Nguyen, Hoang	SBVC	Mathematics	Mathematics
Nguyen, Leon	SBVC	Mathematics	Mathematics
Nguyen, Tung	SBVC	Mathematics	Mathematics
Niehus, Gerald	SBVC	ESL	English as Second Language

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[v.8.7.2025.p.17|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Nix, Ami	SBVC	Nursing	Nursing
Nolasco, Jesus	SBVC	Mathematics	Mathematics
Norris, Windy	SBVC	Communication Studies	Communication Studies
Ogunrinu, Seyi	SBVC	Computer Information Technology	Computer Information Technology
Ornelas, Carmelita	SBVC	Nursing	Nursing
Orona, Shannell	SBVC	Psychology	Psychology
Orozco, Stefan	SBVC	FTVM	Film, TV, Media
Orozco, Teresa	SBVC	Spanish	Spanish
Orozco, Vanessa	SBVC	Biology	Biology
Ortiz Zuniga, Jose	SBVC	Aeronautics	Aeronautics
Ortiz, Jessmyn	SBVC	ASL	American Sign Language
Ortiz, Maria	SBVC	Spanish	Spanish
Ortiz, Timothy	SBVC	Nursing	Nursing
Orton, Renee	SBVC	Communication Studies	Communication Studies
Osuji, Eucharia	SBVC	Computer Information Technology	Computer Information Technology
Pacier, Pacier	SBVC	Music	Music
Palacios, Levy	SBVC	Computer Information Technology	Computer Information Technology
Panahi-Pour, Mohammad	SBVC	Electricity/Electronics	Electricity/Electronics
Pang, Selena	SBVC	Communication Studies	Communication Studies
Panlaqui, Cynthia	SBVC	Nursing	Nursing
Paramo, Patrick	SBVC	Administration of Justice	Administration of Justice
Park, Jung Joon	SBVC	Water Supply Technology	Water Supply Technology
Pastora, Giovanna	SBVC	Psychiatric Technology	Psychiatric Technology
Paz, Elizabeth	SBVC	Nursing	Nursing
Pearlman, Michael	SBVC	Administration of Justice	Administration of Justice
Perris, Christina	SBVC	History	History
Plank, Alex	SBVC	Welding Technology	Welding Technology
Poffek, Christine	SBVC	Kinesiology	Kinesiology
Politron, Jose	SBVC	Kinesiology	Kinesiology
Pontious, Richard	SBVC	Kinesiology	Kinesiology
Portillo, Veronica	SBVC	Nursing	Nursing
Preciado, Ivan	SBVC	Art	Art

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[v.8.7.2025.p.18|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Prewitt, Cynthia	SBVC	Human Services	Human Services
Price, Cody	SBVC	Biology	Biology
Pugh, Michelle	SBVC	Child Development	Child Development
Raby, Jennifer	SBVC	Human Services	Human Services
Racataian, Cristian	SBVC	Computer Science	Computer Science
Rad, Shirin	SBVC	Pharmacy Technology	Pharmacy Technology
Rahimnejad, Sara	SBVC	Chemistry	Chemistry
Ramirez, Jessica	SBVC	Mathematics	Mathematics
Ramirez, Juan	SBVC	Economics	Economics
Rangel, Francisco	SBVC	Accounting	Accounting
Rascon, Alan	SBVC	Nursing	Nursing
Ratigan, James	SBVC	Kinesiology	Kinesiology
Raval, Gira	SBVC	Chemistry	Chemistry
Ravanzo, Hudell	SBVC	Nursing	Nursing
Regalado, Sean	SBVC	Art	Art
Regalado-Ortiz, Martin	SBVC	Heating, Ventilation, Air Conditioning & Refrigeration	Heating, Ventilation, Air Conditioning & Refrigeration
Regner, Don	SBVC	Electricity/Electronics	Electricity/Electronics
Reina, Dorothy	SBVC	History	History
Reyes, Maria	SBVC	Ethnic Studies	Ethnic Studies
Ribadu, Isa	SBVC	Psychology	Psychology
Rice, Larry	SBVC	Aeronautics	Aeronautics
Richardson, Joshua	SBVC	Chemistry	Chemistry
Richey, Michael	SBVC	English	English
Richter, Steve	SBVC	Nursing	Nursing
Riddell, Linda	SBVC	English	English
Rippetoe, James	SBVC	FTVM	Film, TV, Media
Rivera Rodas, Santiago	SBVC	Dance	Dance
Rivera, Ignacio	SBVC	Biology	Biology
Robertson-Estrada, Krista	SBVC	History	History
Rocha, Eliliwe	SBVC	Psychiatric Technology	Psychiatric Technology
Rodriguez, Mike	SBVC	Political Science	Political Science
Rojas, Tatiana	SBVC	Psychiatric Technology	Nursing
Roller, Gayle	SBVC	English	English
Romero, Markazan	SBVC	Electricity/Electronics	Electricity/Electronics

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Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Russell, Scott	SBVC	English	English
Sacks, Andrew	SBVC	English	English
Salaiz, Leanne	SBVC	Pharmacy Technology	Pharmacy Technology
Salazar, Nicole	SBVC	ESL	English as Second Language
Saldana, Daniel	SBVC	FTVM	Film, TV, Media
Samson, Danae	SBVC	English	English
Samuel Philips, Cathrine	SBVC	Chemistry	Chemistry
Sanchez, Andrew	SBVC	Psychology	Psychology
Sanchez, David	SBVC	Spanish	Spanish
Sanchez, Jasmine	SBVC	Biology	Biology
Sanchez, Ricardo	SBVC	Kinesiology	Kinesiology
Sanchez, Rosio	SBVC	Psychiatric Technology	Nursing
Sanchez-Vasquez, Francisco	SBVC	Biology	Biology
Sanders, Danya	SBVC	Child Development	Child Development
Sandoval de Rosas, Galdino	SBVC	Heavy/Medium Duty Truck	Heavy/Medium Duty Truck
Sandoval, Dennis	SBVC	Ethnic Studies	Ethnic Studies
Sandoval, Manuel	SBVC	FTVM	Film, TV, Media
Sanwo, Olusola	SBVC	Biology	Biology
Sarfo-Poku, Christian	SBVC	Biology	Biology
Sati, Sandeep	SBVC	Chemistry	Chemistry
Saucdeo-Daniel, Jorge	SBVC	Computer Information Technology	Computer Information Technology
Scalisi, Carlos	SBVC	Political Science	Political Science
Schmitt, Christopher	SBVC	Sociology	Sociology
Schutten, Carolyn	SBVC	Art	Art
Schweitzer, Nickolas	SBVC	Spanish	Spanish
Scott, Pierre (Benjamin)	SBVC	Human Services	Human Services
Selva, Doris	SBVC	Communication Studies	Communication Studies
Serrano, Alisha	SBVC	Communication Studies	Communication Studies
Seyed Mahmood, Nikbakht	SBVC	Environmental Science	Environmental Science
Shadia, Mona	SBVC	Political Science	Political Science
Shayo, Kalebi	SBVC	Biology	Biology
Sheble, Shawn	SBVC	Nursing	Nursing

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Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Shepard, Isabel	SBVC	Nursing	Nursing
Shereen, Yasmine	SBVC	Anthropology	Anthropology
Sheridan, Stephanie	SBVC	Nursing	Nursing
Shih, Hsiao Hui	SBVC	CHIN	Chinese
Shultz, Benjamin	SBVC	History	History
Shweikeh, Eman	SBVC	Chemistry	Chemistry
Smith, Chere	SBVC	ESL	English as Second Language
Smith, Elizabeth	SBVC	ASL	American Sign Language
Smith, Glenn	SBVC	Culinary Arts	Culinary Arts
Smith, Jessika	SBVC	Biology	Biology
Smith, Julia	SBVC	Kinesiology	Kinesiology
Smith, Michelle	SBVC	Geography	Geography
Smith, Richard	SBVC	Aeronautics	Aeronautics
Smith, Walter	SBVC	Automotive	Automotive
Smith-Morton, Daniele	SBVC	Psychology	Psychology
Smith-Trafzer, Lee Ann	SBVC	History	History
Snow, Stephen	SBVC	History	History
Soares, Leandra	SBVC	Communication Studies	Communication Studies
Solis, Lori	SBVC	Psychiatric Technology	Psychiatric Technology
Stagnaro, Owen	SBVC	Nursing	Nursing
Stauble, Vernon	SBVC	Business Administration	Business Administration
Sternes, Phillip	SBVC	Biology	Biology
Street, Karah	SBVC	Biology	Biology
Strom, Ann	SBVC	American Sign Language	American Sign Language
Strom, Brian	SBVC	American Sign Language	American Sign Language
Sullivan, John	SBVC	English	English
Sullivan, Laurie	SBVC	American Sign Language	American Sign Language
Sultana, Sazeda	SBVC	Computer Science	Computer Science
Sun, Shu-Wei	SBVC	Biology	Biology
Supat, Wihok	SBVC	Computer Information Technology	Computer Information Technology
Syphengpheth, Kamphoune	SBVC	Art	Art
Tatum, Anastasia	SBVC	Communication Studies	Communication Studies
Thim, Chanvatana	SBVC	Architecture	Architecture

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Presented for Information August 14, 2025

[v.8.7.2025.p.21|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Thompson, Jerall	SBVC	FTVM	Film, TV, Media
Thorne, David	SBVC	Communication Studies	Communication Studies
Ting, Lycretia	SBVC	Mathematics	Mathematics
To, Ellen	SBVC	Biology	Biology
Tommasini, Alexandra	SBVC	Art	Art
Torres, Alexis	SBVC	ESL	English as Second Language
Torres, Fabian	SBVC	ESL	English as Second Language
Townsend, Maura	SBVC	Dance	Dance
Toy, Celeste	SBVC	History	History
Tran, Benjamin	SBVC	Biology	Biology
Tran, Long	SBVC	Computer Information Technology	Computer Information Technology
Trewhella, Donna	SBVC	FTVM	Film, TV, Media
Trujillo, Alma	SBVC	Nursing	Nursing
Tsui, Yung-Hsu	SBVC	Economics	Economics
Tulagan, Bethafe	SBVC	Nursing	Nursing
Valcarcel, David Shawn	SBVC	Music	Music
Valdovinos, Elda	SBVC	Spanish	Spanish
Valencia Viveros, Javier	SBVC	American Sign Language	American Sign Language
Valladao, Gary	SBVC	Water Supply Technology	Water Supply Technology
Valle, Samuel	SBVC	Electricity/Electronics	Electricity/Electronics
Van Luven, Nicholas	SBVC	FTVM	Film, TV, Media
Vansant, Robert	SBVC	Kinesiology	Kinesiology
Vansell, Melanie	SBVC	ASL	American Sign Language
Vansell, Melanie	SBVC	History	History
Vargas Barragan, Alejandra	SBVC	Spanish	Spanish
Vasquez, Leo	SBVC	Business Administration	Business Administration
Velasquez-Macedo, Lauren		Biology	Biology
Velazquez, Gabrielle	SBVC	History	History
Verdugo, Mariana	SBVC	Child Development	Child Development
Verholtz, Gary	SBVC	Water Supply Technology	Water Supply Technology
Vickers, Stephanie	SBVC	Psychiatric Technology	Nursing
Vilaisack, Roland	SBVC	Nursing	Nursing
Vinciullo, Frances	SBVC	Psychology	Psychology
Virben, Jose Carlos	SBVC	Art	Art

Adjunct and Substitute Academic Employees

Presented for Information August 14, 2025

[v.8.7.2025.p.22|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Vogel, Katherine	SBVC	English	English
Wagner, Eric	SBVC	English	English
Wagner, Julia	SBVC	Computer Information Technology	Computer Information Technology
Walee, Louis	SBVC	Ethnic Studies	Ethnic Studies
Wallick, Amber	SBVC	Child Development	Child Development
Walters, Sandi	SBVC	Child Development	Child Development
Wardell, Matt	SBVC	Art	Art
Watterlond, John	SBVC	Mathematics	Mathematics
Wells, Nisha	SBVC	Water Supply Technology	Water Supply Technology
Wen, Edward	SBVC	Chemistry	Chemistry
West, Jennifer	SBVC	Theatre Arts	Theatre Arts
West, Karina	SBVC	ESL	English as Second Language
Wheeler, James	SBVC	English	English
White, Amanda	SBVC	English	English
Wiest, Kirsten	SBVC	Music	Music
Wilbur, Benjamin	SBVC	Human Services	Human Services
Wilcher, Marcus	SBVC	Music	Music
Williams, Rebecca	SBVC	Psychology	Psychology
Williams, Teresa	SBVC	Education	Education
Williamson, Asia	SBVC	Human Services	Human Services
Wilson, Andrew	SBVC	Art	Art
Wilson, Flannery	SBVC	FRENCH	French
Wilson, Nancy	SBVC	English	English
Winokur, Robert	SBVC	Music	Music
Wright, Jordan	SBVC	Political Science	Political Science
Wrightstone, Brad	SBVC	Mathematics	Mathematics
Xochipiltecatl-Vazquez, Sandra	SBVC	Anthropology	Anthropology
Xu, Jiansong	SBVC	Chemistry	Chemistry
Yong, Huayong	SBVC	Physics	Physics
Yoon, Choon Sil	SBVC	Music	Music
Zaharia, Daniel	SBVC	Electricity/Electronics	Electricity/Electronics
Zeeb, John	SBVC	Psychology	Psychology
Zeidan, Effat	SBVC	Biology	Biology

Adjunct and Substitute Academic Employees

Presented for Information August 14, 2025

[v.8.7.2025.p.23|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Zeman, William	SBVC	History	History
Zhang, Chendi	SBVC	Architecture	Architecture
Zhou, Dapeng	SBVC	Chemistry	Chemistry
Zhu, Zhiqiang	SBVC	Chemistry	Chemistry
Zuick, Nhan	SBVC	Mathematics	Mathematics
Arreola Jauregui, Melissa	SBVC	Student Development	Student Development
Banuelos, Elizabeth	SBVC	Student Development	Student Development
Begg, Erica	SBVC	Student Development	Student Development
Bernardo, Yecica	SBVC	Student Development	Student Development
Bowyer, Rumeisha	SBVC	Student Development	Student Development
Brown, Janeth	SBVC	Student Development	Student Development
Carter, Yancie	SBVC	Student Development	Student Development
Dunn, Frank	SBVC	Student Development	Student Development
Fierro, Marie	SBVC	Student Development	Student Development
Garibay, Thalia	SBVC	Student Development	Student Development
Giles, Keenan	SBVC	Student Development	Student Development
Gonzalez, Pedro	SBVC	Student Development	Student Development
Gonzalez, Stephany	SBVC	Student Development	Student Development
Hall, Courtney	SBVC	Student Development	Student Development
Huang, Michael	SBVC	Student Development	Student Development
Hunt, Syntoia	SBVC	Student Development	Student Development
Laguna, Tania	SBVC	Student Development	Student Development
Leduc, Maria	SBVC	Student Development	Student Development
Luke, Craig	SBVC	Student Development	Student Development
Luna, Evelyn	SBVC	Student Development	Student Development
Matavao, Ulavale	SBVC	Student Development	Student Development
Monarrez, Amador	SBVC	Student Development	Student Development
Nguyen, Duc	SBVC	Student Development	Student Development
Orozco, Brenda	SBVC	Student Development	Student Development
Ortiz Archila, Robert	SBVC	Student Development	Student Development
Perez, Alberto	SBVC	Student Development	Student Development
Perez, Alecia	SBVC	Student Development	Student Development
Rotell, Valencia	SBVC	Student Development	Student Development
Sanchez, Victoria	SBVC	Student Development	Student Development
Segovia, Lorena	SBVC	Student Development	Student Development

Adjunct and Substitute Academic Employees

Presented for Information August 14, 2025

[v.8.7.2025.p.24|24]

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Simpson, Tahirah	SBVC	Student Development	Student Development
Valenzuela, Jennifer	SBVC	Student Development	Student Development
Villanueva, Romana	SBVC	Student Development	Student Development
Wallace, Christopher	SBVC	Student Development	Student Development
Weber, Abena	SBVC	Student Development	Student Development
Wilkins, Janice	SBVC	Student Development	Student Development

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

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 contract(s) 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.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost of employment for these employees is included in the appropriate 2024-2025 and 2025-2026 budgets.

Appointment of District Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.1|3]

Employee Name, Title Location Assignment & Department	Start Date	Salary Schedule, Range & Step	New or Replacing	Fund	Live Scan Clearance
Banuelos, Elizabeth General Counselor SBVC Counseling *Ratification: Employee start date prior to Board approval due to immediate need in the department.*	08/01/25	Academic D1	Brittany Ethridge	General	TBD†
Bates, Anthony Admissions and Records Technician SBVC Admissions and Records	08/18/25	Classified 33A	Raquel Villa	General	TBD†
Herron, Jordan Assistant Professor, Kinesiology CHC Physical Education *Amendment: Correction to the legal name originally approved at June Board.*	08/19/25	Academic D1	Ralph Rabago	General	TBD†
Hogan, Ryan MAP/CPL Counselor SBVC Counseling *Ratification: Employee start date prior to Board approval due to immediate need in the department.*	08/01/25	Academic D1	New	Strong Work Force Program	TBD†
Jackson, Denise Assistant Professor, Anatomy & Physiology CHC Biology	08/19/25	Academic D1	New	General	07/02/25

†Live Scan clearance pending; employee will not start without clearance.
*Salary placement to be determined upon verification of education and experience.

Appointment of District Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.2|3]

Employee Name, Title Location Assignment & Department	Start Date	Salary Schedule, Range & Step	New or Replacing	Fund	Live Scan Clearance
Johnson, Dominique General Counselor SBVC Counseling *Ratification: Employee start date prior to Board approval due to immediate need in the department.*	08/01/25	Academic D1	Erica Begg	General	TBD†
LeCompte, Andrew Admissions & Records Specialist SBVC Admissions & Records	08/18/25	Classified 38B	Mario Romo	General	TBD†
Mahpar, Shelly Assistant Professor, Music SBVC Music	08/19/25	Academic D1	Madeline Scully	General	08/11/23
Nepomuceno, Leah Human Resources Analyst, EEO, Compliance and Training DSO Human Resources	08/18/25	Confidential 21A	New	General	TBD†
Olvera, Danny Braille Program Manager DSO Computing Services	08/18/25	Management 10A	Marie Zaldivar	Categorical	TBD†
Sandoval Salceda, Veronica Administrative Coordinator CHC Student Services	08/18/25	Classified 45C	Lilibeth Medina	General	TBD†

†Live Scan clearance pending; employee will not start without clearance.
*Salary placement to be determined upon verification of education and experience.

Appointment of District Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.3|3]

Employee Name, Title Location Assignment & Department	Start Date	Salary Schedule, Range & Step	New or Replacing	Fund	Live Scan Clearance
White, Matthew Director, Student Accessibility Services CHC Student Accessibility Services *Ratification: Employee start date prior to Board approval due to immediate need in the department.*	07/14/25	Management 19C	Marty Milligan	General	07/09/25
Wholley, Bryce Maintenance Technician SBVC Maintenance *Amendment: Applicant rescinded acceptance of approved position prior to start date to accept this position.*	06/16/25	Classified 42A	Alonzo Aispuro	General	06/02/25

†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: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll & Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Consideration of Approval to Appoint Interim Managers

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of, and employment contract 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.

Minimum Qualifications:
All candidates meet the minimum qualifications established by the Board of Governors, or they possess equivalent qualifications. Where applicable, equivalency has been determined according to the criteria set forth in the San Bernardino Community College District Equivalency Form at: https://sbccd.edu/district-services/human-resources/human-resources-forms.php.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost of employment for the employees is included in the appropriate 2025-2026 budgets.

Appointment of Interim Managers

Submitted for Board Approval August 14, 2025

[v.8.6.2025.p.1|1]

Employee Name Location Assignment	Effective Dates	Range & Step	New or Replacing	Fund	Live Scan Clearance
Burns-Peters, Davena* Interim Division Dean SBVC Arts & Humanities *Ratification: Start date is prior to Board approval due to an immediate need in the department.*	07/01/25 to 06/30/26	23A	Leticia Hector	General	01/09/14
Rosas, Rosa Interim District Dean, Educational & Student Support Services DSO Professional Development Center *Ratification: Determined need to continue interim contract into new fiscal/academic year after prior board submission deadline.*	07/01/25 to 06/30/26	23C	Jose Cabrales	General	08/25/21
Thaimas, Yusoff Interim Police Lieutenant DSO Police Department *Ratification: Start date is prior to Board approval due to an immediate need in the department.*	07/01/25 to 12/31/25	21A	Blake Bonnet	General	08/15/22

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

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

*Approved 6/18/25 by the Management Equivalency Committee in accordance with the Management Handbook. #2: A Bachelor's Degree in the relevant academic discipline and a combination of over 15 years' experience and ongoing professional development

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Consideration of Approval of Confidential/Supervisory Job Description Revision

RECOMMENDATION

It is recommended that the Board of Trustees approve the confidential/supervisory job description revisions as attached.

1. Job Description – Revision
    a. Human Resources Analyst
    b. Safety and Risk Management Analyst

OVERVIEW

The attached job description duties are necessary to accurately reflect position duties, responsibilities, and minimum qualifications.

ANALYSIS

The attached job descriptions reflect the representative duties and responsibilities, and the appropriate minimum qualifications for the positions involved.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The financial implications will be included in the appropriate 2025-2026 budget.

Human Resources Analyst

Confidential/Supervisory Range: 21

Pending Board Approvaled: ~~10/19/23~~ 08/14/25

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

SUMMARY DESCRIPTION

Under direction of the appropriate administrator, Human Resources Analyst performs advanced analytical and specialized ~~functions to~~duties in support ~~the administration~~ of comprehensive human resources and employer~~/~~-employee relations programs for academic and classified employees~~; performs related duties as required~~.

Human Resources Analyst is the senior classification among support staff position in the Human Resources Office. Performance of duties requires in-depth knowledge of the organizational structure, risk management, ~~employee safety training programs~~performance management, health and welfare plan administration, leaves of absence administration, District policies, regulations, procedures, union contract provisions, human resources and employer-employee relations processes and practices, legal affairs, and resource utilization~~, and worker's compensation~~.

Incumbents ~~are assigned~~ serve as subject matter experts in one or more functional areas and. ~~a major responsibility in either human resources management or employer-employee relations work and~~ may be required to perform duties in ~~the~~ alternate areas based on operational needs. Responsibilities involve interpreting complex regulations, coordinating cross-functional programs, and serving as a resource to employees.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

Human Resources Functions

~~1. Provides a variety of professional level work for human resources services and programs in an assigned area including recruitment and selection, employee and labor relations and negotiations, equal employment opportunity, HRIS, benefits, worker's compensation, and classification and compensation; and performs a variety of human resource functions supporting the assigned area of responsibility.~~

~~2.~~1. Provides lead support in all aspects of the recruitment and selection program; assesses, identifies, and provides direct support for difficult to fill and high-level positions; ensures EEO compliance and assesses adverse impact.

~~3. Coordinates faculty and staff diversity programs and regulations, including training representatives and advising selection committees of equal employment.~~

~~4.~~2. Performs workload analyses, job audits and analyses of individual positions, classes, and series of classes; prepares and revises class specifications.

~~5.~~3. Conducts job classification and compensation studies and surveys; analyzes data and makes recommendations; responds to formal or informal survey requests regarding salaries, benefits and classifications.

~~6.~~4. Performs audits to verify state minimum qualifications and faculty service areas; reviews and approves requests for salary reclassification for academic and faculty positions.

~~7.~~5. ~~Assists in the update and management of the employee file system, employee performance evaluation program, and Human Resource Information System (HRIS).~~Coordinates performance evaluations,

onboarding, and maintenance of the HRIS and employee records.

8.6. Assists in reporting data for the Management Information System (MIS). Collects, analyzes, and compiles data for required and ad hoc reporting, including but not limited to Management Information Systems (MIS), regulatory compliance, internal audits, and external agency requests.

9.7. Evaluates District and human resource policies and procedures; recommends and implements changes to improve efficiency or ensure compliance with guidelines, laws, or regulations.Gathers, analyzes, and presents data to support decision-making and policy evaluation.

10.8. Prepares presentations, training materials, and participates in the development of training and staff development programs.

11.9. Maintains records and files in accordance with the District regulations related to area of assignment.

Employee Relations Functions

1. Interprets and applies HR rules, collective bargaining agreements, and Education Code regulations.
2. Investigates employee complaints, workplace violence incidents; prepares reports and provides high-level findings and recommendations. and workplace accidents.

1.3. Monitors processes, timelines, and facilitates work related to employer-employee relations; assists with investigations processes; communicates with employees regarding sensitive HR matters, ensuring clarity, support, and compliance.

2.4. As assigned, conducts investigationsInvestigates and/or gathers information regarding grievances, unfair labor practice charges, and unlawful discrimination claims, ; prepares reports and summarizes key findings and assists in conflict resolution.

3.5. Facilitates implementation of the disciplinary processes, including monitoring timelines and procedures.

Benefit and Leave Administration Functions

1. Administers the District's health and welfare benefits program for employees and retirees; reviews, recommends, and administersmanages benefit contracts and consultants; prepares and communicates benefit information; services as liaison to advisory committees; conducts open enrollment; provides employee and retiree support and guidance. providing benefit advice to District. Interprets, explains, and presents District health and welfare policies and procedures to employees, management, outside agencies, and the public.
2. Prepares benefit information and related materials; serves as staff liaison to employee advisory committees regarding benefit programs; conducts open enrollment procedures. Manages employee leave programs (FMLA, CFRA, ADA, etc.); tracks leave usage, ensures regulatory compliance, maintains records, coordinates with payroll, and works with managers to support coverage and continuity of operations.

3.2. Oversees and monitors health care compliance programs such as the Affordable Care Act (ACA); ensures adherence to applicable laws, regulations, program, policies, and procedures and processes; ensures compliance with laws, rules and regulations; inputs enters data and compiles reports.

4. Submits and audits employee retirement enrollment changes; assists employees with all concerns related to their health and welfare plans. Processes and reconciles benefits-related invoices; reviews billing for accuracy, resolves discrepancies, and coordinates with vendors and internal departments to ensure timely payment and accurate reporting.
3. Manages the processing of District and employee reimbursements related to benefits.

~~5. Coordinates the District's third-party administrator's workers' compensation benefit and return to work programs; processes workers' compensation claims; administers policies and procedures for all reportable workers' compensation injury claims.~~

~~6. Administers employee leave program; monitors employee's leaves including Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA); coordinates with payroll staff to account for employee leave; maintains records related to eligibility and compliance with established rules and regulations.~~

~~7.~~4. Processes short-term/long-term disability claims, return to work and modified work programs~~; processes reasonable accommodations requests~~.

~~8.~~5. ~~Assists with interactive processes to determine if~~Processes accommodation requests and interactive processes in compliance with ~~is needed based on~~ ADA and FEHA regulations.~~; coordinates accommodations in conjunction with vendors, employees and management staff to ensure compliance.~~

~~9.~~ Updates and audits information, including enrollment changes, on the District's computerized payroll system and HRIS; ensures proper interface with benefits and payroll functions; generates reports and responds to requests for information as requested.

~~10. Interprets, explains, and presents human resources issues, collective bargaining agreements, policies, and procedures to employees, management, outside agencies, and the public.~~

~~11.~~6. Provides support for collective bargaining activities and participates in strategy sessions as needed.

~~12.~~7. Monitors due dates, compiles, and reports data for State collective bargaining mandated cost reimbursement.

General Functions

1. Gathers information, conducts analyses and prepares various reports, charts, memos, and correspondence as requested.

~~1.~~2. Maintains current knowledge of new and pending legislation relevant to the area(s) of assignment; assists in developing, reviewing, and implementing programs and procedures to ensure ongoing compliance.

~~2.~~3. Provides information for board agenda items; reviews and processes action items as assigned.

~~3.~~4. Attends and represents the department in group meetings; stays abreast of new trends and innovations in the field of human resources administration.

~~4.~~5. Assists in other functional areas ~~such as recruitment, payroll, onboarding, etc~~as needed.

~~5.~~6. Performs related duties as required.

MINIMUM QUALIFICATIONS

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

Knowledge of:

- Principles and practices of public human resources administration, including recruitment, testing, classification, compensation, benefits, and employer-employee relations.
- ~~Human Resources and/or employer-employee relations programs and processes.~~

- ~~Applicable federal, state, and local employment laws and regulations, including EEO guidelines, worker's compensation, and Education Code provisions.~~ ~~Current relevant federal and state laws and regulations related to Human Resources.~~
- ~~Principles and practices of public human resources administration.~~
- ~~Methods and practices of public sector recruitment processes, conducting job analyses, research, investigations, and statistical reporting.~~ ~~Methods and techniques for recruiting and testing in the public sector.~~
- Methods, terminology and procedures used in benefits administration.
- ~~Worker's compensation law and procedural requirements as they relate to claims processing and management.~~
- ~~Office procedures and administrative practices, including effective recordkeeping, customer service, business communication, and the use of HRIS and related software applications.~~ ~~Office procedures, methods, and equipment including computers and applicable software applications.~~
- ~~Principles and practices of statistical and administrative research and report preparation.~~
- ~~Principles and procedures of record keeping.~~
- Professional standards for written and verbal communication, including grammar, spelling, and business correspondence.
- Interpersonal skills necessary for effective interaction with diverse individuals using tact, patience, and discretion.
- ~~Principles of business letter writing.~~
- ~~Principles and practices of customer service.~~
- ~~English usage, grammar, spelling, punctuation and vocabulary.~~
- ~~Interpersonal skills using tact, patience, and courtesy.~~
- ~~Equal Employment Opportunities guidelines.~~
- ~~Research methodologies appropriate for human resources functions.~~
- ~~Job analysis methodologies and application.~~
- ~~Pertinent federal, state, and local laws, codes, and regulations including applicable sections of the State Education Codes.~~

Ability to:

- Perform a range of professional human resources functions with minimal supervision, including benefits, workers' compensation, and employer-employee relations.
- Interpret and apply complex rules, laws, policies, and procedures related to human resources in a public agency setting.
- Plan, organize, and prioritize work to meet deadlines in a dynamic environment.
- Compile, analyze, and present data clearly through reports, memoranda, and correspondence.
- Maintain confidentiality and use sound judgment within defined scope of authority.
- Use HRIS, applicant tracking, word processing, and spreadsheet software effectively.
- Communicate clearly and professionally, both orally and in writing, and respond to sensitive issues with tact and diplomacy.
- Collaborate and build effective relationships with diverse individuals and groups, demonstrating cultural sensitivity and interpersonal effectiveness.

- ~~Perform a variety of para-professional human resources functions with minimal guidance and supervision.~~
- ~~Coordinate the District's workers compensation benefit program.~~
- ~~Understand the organization and operation of the District and of outside agencies as necessary to assume assigned responsibilities.~~
- ~~Plan and organize work to meet changing priorities and deadlines.~~
- ~~Interpret and apply a variety of human resource rules, laws and policies.~~
- ~~Implement and maintain standard filing systems.~~
- ~~Implement and maintain procedural manuals for effective operation of human resources functions.~~
- ~~Compile detailed information and prepare clear and concise reports.~~
- ~~Operate a computer using word processing, applicant tracking and spreadsheet software applications.~~
- ~~Take responsibility and exercise good judgment in recognizing scope of authority.~~
- ~~Maintain confidential records and reports.~~
- ~~Prepare clear and concise memoranda.~~
- ~~Respond tactfully, clearly, concisely, and appropriately to inquiries from the public, District staff, or other agencies on sensitive issues in area of responsibility.~~
- ~~Communicate and interact in situations requiring tact, instruction, persuasion, and counseling including conferences, group discussion, individual interviews and negotiations.~~
- ~~Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel including those with physical or learning disabilities.~~
- ~~Communicate clearly and concisely, both orally and in writing.~~
- ~~Establish and maintain effective working relationships with those contact in the course of work.~~

Education and Experience Guidelines

Education/Training:

- A Bachelor's degree in public administration, human resources, business administration or a related field.

Experience:

- Four (4) years of broad human resources administration experience that includes at least one (1) year with increasing responsibility in human resources management, employer-employee relations, risk management, basic workers' compensation, including classification benefits, or similar programs involving regulatory processes and procedures.

Equivalency Provision:

- In the absence Bachelor's degree in public administration, human resources, business administration or a related field, completion of at least sixty (60) college-level semester units with major coursework in public administration, human resources, business administration or a related field and five (5) years of broad human resources administration experience that includes at least two (2) years with increasing responsibility in human resources management, employer-employee relations, risk management, basic workers'

compensation, including classification benefits, or similar programs involving regulatory processes and procedures is qualifying.

Preferred Experience:

- Experience in a public agency~~ preferably in the California Community College system~~.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

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

Environment: Work is performed primarily in a standard office setting with occasional travel between sites.

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

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

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

~~Safety~~ Human Resources & Risk Management Analyst

Confidential/Supervisory Range: 19

Pending Board Approval~~ed~~: ~~06/13/2024~~ 08/14/25

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

SUMMARY DESCRIPTION

Under direction of the appropriate administrator, the ~~Safety~~ Human Resources & Risk Management Analyst, performs analytical and specialized functions to support comprehensive human resources and ~~safety~~ & risk management programs for academic and classified employees; performs related duties as required.

The ~~Safety & Risk Management Analyst~~incumbent requires in-depth knowledge of organizational structure, ~~risk management,~~ human resources, employee ~~safety~~ compliance training programs, ~~environmental and occupational health and safety~~ risk management programs, workplace violence processes and practices, District policies and procedures, regulations; exercise of discretion and maintenance of confidentiality. This incumbent is required to be self-directed and may provide work direction, supervision, and guidance to personnel assigned to the area.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. ~~Performs specialized duties related to the planning, implementation, and coordination of a variety of environmental health and safety, emergency preparedness, safety,~~Plans, implements, and coordinates human resources and risk management programs and activities, including but not limited to, accident or injury prevention and control, workplace violence prevention and investigation, ~~safety education,~~ analysis and reporting~~, industrial hygiene, and occupational health~~.

~~2. Participates in the application of related programs, plans, and procedures, such as the medical waste plan development, hazardous waste reporting, hazardous materials inventory and relevant reporting processes or procedures.~~ Administers the District's Workers' Compensation program; files claims, coordinates with the insurance carrier and employees, manages the return-to-work processes, and keeps managers informed.

2. Acts as liaison to insurance carriers, third-party administrators (TPAs), and legal counsel for all claims, including public liability and workers' compensation.

3. Serves as a resource and advises employees on risk management and insurance matters; represents the District in hearings, conferences, or depositions.

4. Collaborates on the coordination of compliance training and activities District-wide; investigates incidents and communicates human resources and risk management protocols.

~~3.~~5. Performs duties related to the District's infectious disease reporting and tracking policies; conducts contact tracing, provides resources, and reports cases to relevant agencies.

~~4.~~6. Serves as a point of contact for employees who have concerns or complaints related to workplace violence incidents ~~and~~ ensuring clear communication throughout the process.

~~5.~~7. Implements and coordinates protocols for responding to workplace violence incidents, including emergency response procedures and support for affected individuals.

~~6. Assists in conducting job hazard and risk analysis; schedules, conducts, and/or assists in evaluations and inspections to ensure compliance and identify environmental, occupational health and safety hazards; provides recommendations for corrective action.~~

8. Assists in conducting investigations into complaints, gathers information regarding workplace accidents, hazards, and workplace violence incidents; prepares investigations report and provides high level information pertaining to resolution.

~~7.~~9. Conducts investigations and/or gathers information regarding grievances, unfair labor practice charges, unlawful discrimination claims; assists in conflict resolution.

~~8.~~10. ~~Coordinates medical evaluations appointments for employees as required by environmental and occupational health and safety programs; coordinates monitoring for environmental hazards as to ensure the health and safety for employees.~~Assigns and monitors ergonomic assessments; reviews risk scores and conducts in-person follow-up evaluations as necessary.

11. Coordinates and administers ergonomic ~~evaluations~~ assessments ~~for employees; makes recommendations for suitable equipment or workstation modifications to minimizes the risk of injuries related to posture or workspace design; prepares related reports for internal use and regulatory compliance~~and facilitates appropriate workstation adjustments and equipment needs; tracks procurement and inventory of ergonomic equipment to ensure proper allocation, timely deployment, and centralized oversight.

~~9.~~12. Coordinates and monitors compliance-related programs, including medical surveillance, health services (e.g., physical exams, vaccinations, medical evaluations), and other requirements such as TB testing, licensure verification, and drug and alcohol testing.

~~10.~~13. Assists in budget preparation and administration, including creating cost estimates, creation of purchase requisitions, and ~~expenditure tracking~~tracking expenditures; provides regular budget reports and assists in addressing budget-related issues.

~~11. Assists in the maintenance of the District's Online Safety Data Sheet (SDS) database and the online safety training database by running reports, updating user data/rights and the assignment of online safety training modules in conjunction with the assigned employees in the Human Resources Office.~~

~~12.~~14. Develops educational, technical, and promotional materials such as posters, brochures, newsletters, to ~~create and~~ increase visibility the District's ~~Safety~~ Human Resources & Risk Management ~~Department and~~ programs; assists in maintaining the department's website.

~~13.~~15. Prepares preliminary responses to letters, general correspondence, and personal inquiries of a sensitive nature~~, including faculty, students, and staff safety complaints~~.

~~14.~~16. Compiles, ~~review~~reviews and analyzes data; prepares a variety of reports using statistical and historical data; maintains files and related records.

~~15.~~17. ~~Serves as liaison for District vendors, and government agencies involved with safety and risk management; assures compliance with applicable laws and regulations~~Acts as liaison to vendors, regulatory agencies, and other stakeholders to ensure program compliance.

~~16.~~18. Monitors legislative changes affecting human resources and risk management; updates programs and procedures to ensure compliance; ~~Attends~~ attends and represents the department at events and/or meetings~~; stays current with new trends and innovations related to safety and risk management.~~

~~17.~~19. Performs related duties as required.

MINIMUM QUALIFICATIONS

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

Knowledge of:

- Current relevant federal and state laws and regulations related to ~~safety~~ human resources and risk management.
- ~~Knowledge of Clery Act and Title IX regulations as they pertain to campus safety.~~
- Principles and practices of ~~safety~~ workers' compensation and risk management program administration.
- ~~Environmental health standards and practices, including hazardous materials management, waste disposal, and pollution prevention.~~
- Methods, terminology and procedures used in safety and risk management program administration.
- ~~Risk management principles and practices, including risk assessment, mitigation strategies, and insurance management.~~
- Office procedures, methods, and equipment including computers and applicable software applications.
- Principles and practices of statistical and administrative research and report preparation.
- Principles and procedures of record keeping.
- Principles of business letter writing.
- Principles and practices of customer service.

Ability to:

- ~~Perform a variety of para-professional safety and risk management program administration functions with minimal guidance and supervision.~~
- Analyze and interpret data, identify trends, and develop actionable insights.
- Plan and organize work to meet changing priorities and deadlines.
- Interpret and apply a variety of rules, laws and policies.
- Compile detailed information and prepare clear and concise reports.
- Communicate and interact in situations requiring tact, instruction, persuasion, and counseling including conferences, group discussion, individual interviews, and negotiations.
- Communicate clearly and concisely, both orally and in writing to effectively convey ~~safety~~ information, policies, and procedures to diverse audiences.

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

Education and Experience Guidelines

Education/Training:

A Bachelor's degree from an accredited college or university in ~~science~~, occupational health, public health, public administration or a related field.

Experience:

Three (3) years of progressively responsible experience in workers' compensation, risk management or a related field~~health and safety management programs and/or working with hazardous materials (HAZMAT).~~

Desired Education and Experience

- ~~Possession of a HAZWOPER certification, OSHA 10 or 30-hour training for construction or general industry.~~N/A

EQUIVALENCY PROVISION

In the absence of a Bachelor's degree, an Associate's degree or sixty (60) semester units from an accredited college or university with major course work in ~~environmental science,~~ occupational or public health, public administration or a related field and five (5) years of progressively responsible experience in ~~health and safety management programs and/or working with hazardous materials (HAZMAT)~~workers' compensation, risk management, or a related field is qualifying.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

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

Environment: Work is performed primarily in a standard office setting and travel from site to site; exposure to fumes and hazardous/toxic materials.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to frequently lift, carry, push, and/or pull light to moderate amounts of weight up to 25 pounds; to occasionally lift, carry, push, and/or pull heavier amounts of weight with or without assistance; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

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

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr Diana Z. Rodriguez, Chancellor

PREPARED BY: Dr. Kevin Horan, President, CHC
Dr. Gilbert Contreras President, SBVC
Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Consideration of Approval of Contracts for Tenure Track Academic Employees

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

Contracts for Tenure Track Academic Employees

Submitted for Board Approval August 14, 2025

[v.7.17.2025.p.2|2]

Two-Year Probationary Contract for Years Three & Four

The following second-year contract employees have been recommended to enter into a two-year probationary contract for years three and four (2nd to 4th).

Employee Name	Site	Division
Begg, Erica	SBVC	Transfer Center/Matriculation

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll & Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Consideration of Approval of Employee Promotions

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost of this promotion is included in the appropriate 2025-2026 budgets.

Employee Promotions

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.1|2]

Employee Name	From	To	New/ Replacing	Fund	Effective Date
Bonnet, Blake*	DSO District Police **Police Lieutenant** Management Salary Schedule Range 21, Step D	DSO District Police **Chief of Police** Management Salary Schedule Range 23, Step F	Alvin Jackson	General Fund	08/01/25
Burnham, Lorrie	SBVC Sciences **Professor, Microbiology** Management Salary Schedule Range 21, Step F	SBVC Sciences **Division Dean** Management Salary Schedule Range 23, Step F	Wallace Johnson	General Fund	08/01/25
Hernandez, Luis	SBVC Applied Technology **Tool Room Specialist P/T** Classified Salary Schedule Range 26, Step D	SBVC Applied Technology **Tool Specialist F/T** Classified Salary Schedule Range 26, Step D	New	Grant Fund	08/01/25
Melendez, Dacia	DSO Technology & Educational Support Services **Technology Support Technician** Classified Salary Schedule Range 38, Step B	DSO Technology & Educational Services **Technology Support Specialist I** Classified Salary Schedule Range 50, Step B	Juan Nevares	General Fund	07/14/25

** Equivalency determined based on over 60 college units, A substantial number of years of community college level, A substantial number of years in the related industry, Evidence of experience and skill supervising staff, Evidence of experience in budget development and administration.*

Employee Promotions

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.2|2]

Employee Name	From	To	New/ Replacing	Fund	Effective Date
Raventos, Ali	CHC Admissions & Records **Admissions and Records Specialist** Classified Salary Schedule Range 38, Step G	CHC Outreach and Educational Partners **Student Services Coordinator** Classified Salary Schedule Range 46, Step D	Belinda Navarrete	General Fund	07/14/25

** Equivalency determined based on over 60 college units, A substantial number of years of community college level, A substantial number of years in the related industry, Evidence of experience and skill supervising staff, Evidence of experience in budget development and administration.*

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Consideration of Approval to Employment Contracts for Academic & Classified Managers

RECOMMENDATION

It is recommended that the Board of Trustees approve employment contracts for academic and classified managers as indicated on the attached.

OVERVIEW

It is recommended that the District issue an employment contract to each manager, director, and supervisor in the District. The issuance of contracts places the District in accordance with proper employment practices as well as documenting, for both the employee and the employer, the specific conditions of their employment.

ANALYSIS

The attached is an amendment to reflect a two-year contract for the classified manager inadvertently submitted as a one-year contract at the June Board meeting. The classified management employee will receive an employment contract effective July 1, 2025.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost of employment for this employee is included in the appropriate 2025-2026 budgets.

Employment Contracts for Academic & Classified Managers

Submitted for Board Approval August 14, 2025

[v.7.17.2025.p.1|1]

Two-Year Employment Contracts for Academic & Classified Managers
July 1, 2025 through June 30, 2027

SBCCD Position	Employee Name	Location Assignment
Director of Administrative Application Systems	Andrew Chang	DIST

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Consideration of Approval of Management Tuition Reimbursement

RECOMMENDATION

It is recommended that the Board of Trustees approve tuition reimbursement for the following management employee:

- Joshua Orosco to pursue a Bachelor of Science in Applied Management from the Grand Canyon University.

OVERVIEW

Joshua Orosco is the Custodial Supervisor at Crafton Hills College and plans to start this program in the Summer 2025.

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.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost of these reimbursements will be covered by the appropriate General Fund budgets.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

PREPARED BY: Dr. Kevin Horan, President, CHC
Dr. Gilbert Contreras, President, SBVC

DATE: August 14, 2025

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

Academic employees will be compensated at the agreed upon non-instructional rate of pay. This compensation is requested due to the periodic need for academic employees to assist with various department research, projects, committee work, or campus/community events.

ANALYSIS

As of July 1, 2023, non-instructional rates of pay are based on the Tentative Agreement by and between SBCCD and the CTA regarding *Article 10 Wages*, which was Board approved April 11, 2024.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success

FINANCIAL IMPLICATIONS

The cost of the non-instructional pay is included in the appropriate 2024-2025 budgets.

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.1|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Alatorre, Guadalupe Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*
Alvarado, Toshio MESA Funds	CHC	06/02/25	06/16/25	$57.89	6	$347.34	STEM Center Micro Prep for Fall 25 *Ratification: Hours were missed or increased by department.*
Brossia, Karen California College Promise Categorical Fund	CHC	07/01/25	12/19/25	$70.65	300	$21,195.00	Adjunct Counselor Dual Enrollment *Ratification: Hours were missed or increased by department.*
Callahan, Kenyon Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*
Carpenter, Jerome EOPS Caterorical Fund	CHC	08/01/25	12/31/25	$66.01	352	$23,235.52	Adjunct counselor, provide academic support, completion of ed plan for EOPS, NextUp and DREAMer students *Ratification: Hours were missed or increased by department.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.2|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Castro, Liliana EOPS Categorical Fund	CHC	08/01/25	12/31/25	$68.33	360	$24,598.80	Adjunct counselor, provide academic support, completion of ed plan for EOPS, NextUp and DREAMer students *Ratification: Hours were missed or increased by department.*
Clement, Brooke Student Equity and Achievement	CHC	08/25/25	12/19/25	$72.97	288	$21,015.36	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Cranon-Charles, Angela Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*
Delmonico, Shana California College Promise Categorical Fund	CHC	07/01/25	12/19/25	$72.97	300	$21,891.00	Adjunct Counselor Dual Enrollment *Ratification: Hours were missed or increased by department.*
Dewalden, Steven Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*
Diep, Matthew Library General Funds	CHC	05/27/25	06/30/25	$66.01	3.5	$231.04	Adjunct Librarian *Ratification: Item was missed when submitting summer hours.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.3|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Diep, Matthew Library General Funds	CHC	08/25/25	12/19/25	$66.01	127	$8,383.27	Adjunct Librarian
Dillon, Andrea MESA Funds	CHC	06/01/25	07/31/25	$57.89	120	$6,946.80	STEM Center Micro Prep for Fall 25 *Ratification: Hours were missed or increased by department.*
Fargo-Spencer, Joseph ZTC Categorical Funds	CHC	08/01/25	12/31/25	$57.89	56	$3,241.84	Faculty learning community for ZTC/OER development *Ratification: Hours were missed or increased by department.*
Farley, Diana California College Promise Categorical Fund	CHC	07/01/25	12/19/25	$68.33	150	$10,249.50	Adjunct Counselor Dual Enrollment *Ratification: Hours were missed or increased by department.*
Gallegos, Maria de Jesus Student Equity and Achievement	CHC	08/25/25	12/19/25	$68.33	306	$20,908.98	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Gerhartz, David Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*
Gonzales, Robin California College Promise Categorical Fund	CHC	07/01/25	12/19/25	$68.33	150	$10,249.50	Adjunct Counselor Dual Enrollment *Ratification: Hours were missed or increased by department.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.4|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Harshbarger, Desiree Student Equity and Achievement	CHC	08/25/25	12/19/25	$70.65	234	$16,532.10	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Hart, Danae Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*
Henry, Jacquelyn California College Promise Categorical Fund	CHC	07/01/25	12/19/25	$70.65	150	$10,597.50	Adjunct Counselor Dual Enrollment *Ratification: Hours were missed or increased by department.*
Hoehn, Marisela Student Equity and Achievement	CHC	08/25/25	12/19/25	$72.97	306	$22,328.82	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Ibara, Rosa Disabled Students Program-DSPS Categorical Fund	CHC	08/25/25	12/19/25	$68.33	360	$24,598.80	Adjunct Counselor, provide counseling, ed plan development and other counseling services, SAS
Keys, Scott Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.5|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Kusko, Vaughan California College Promise Categorical Fund	CHC	07/01/25	12/19/25	$72.97	150	$10,945.50	Adjunct Counselor Dual Enrollment *Ratification: Hours were missed or increased by department.*
Martinez, Santos California College Promise Categorical Fund	CHC	07/01/25	12/19/25	$68.33	150	$10,249.50	Adjunct Counselor Veterans Counselor *Ratification: Hours were missed or increased*
McCool, Karol Library General Funds	CHC	08/25/25	12/19/25	$72.97	159	$11,602.23	Adjunct Librarian
McKee, Julie Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*
Millan, Christopher Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*
Montejano, Jordan Library General Funds	CHC	08/18/25	12/19/25	$57.89	323	$18,698.47	Adjunct Librarian
Montes, Ashley Library General Funds	CHC	08/25/25	12/19/25	$68.33	215	$14,690.95	Adjunct Librarian

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.6|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Mulder, Katheryn Student Equity and Achievement	CHC	08/25/25	12/19/25	$70.65	198	$13,988.70	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Nguyen, Janette EOPS Categorical Fund	CHC	08/01/25	12/31/25	$68.33	352	$24,052.16	Adjunct counselor, provide academic support, completion of ed plan for EOPS, NextUp and DREAMer students *Ratification: Hours were missed or increased by department.*
Padilla, Sandra Disabled Students Program-DSPS Categorical Fund	CHC	08/25/25	12/19/25	$66.01	360	$23,763.60	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Peyton, Allison Library General Funds	CHC	08/25/25	12/19/25	$68.59	215	$14,746.85	Adjunct Librarian
Pfahler, Diane Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.7|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Romasanta, Justine Student Equity and Achievement	CHC	08/25/25	12/19/25	$66.01	306	$20,199.06	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Salvi, Lisa Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*
Scott, Shella Common Course Numbering Categorical Fund	CHC	07/01/25	12/31/25	$57.89	150	$8,683.50	Update Guided Pathways with CalGETC and transfer degrees. Update Guided Pathways with Local GE. *Ratification: Hours were missed or increased by department.*
Shum, Chang Student Equity and Achievement	CHC	08/25/25	12/19/25	$72.97	234	$17,074.98	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Sonico, Melissa Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.8|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Thomas, Angela Library General Funds	CHC	08/25/25	12/19/25	$66.01	143	$9,439.43	Adjunct Librarian
Troncoza, Arline California College Promise Categorical Fund	CHC	07/01/25	12/19/25	$66.01	300	$19,803.00	Adjunct Counselor Adult Education *Ratification: Hours were missed or increased by department.*
Urbanovich, Jimmy Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*
Uribe, Reyna EOPS Categorical Fund	CHC	08/01/25	12/31/25	$66.01	220	$14,522.20	Adjunct counselor, provide academic support, completion of ed plan for EOPS, NextUp and DREAMer students *Ratification: Hours were missed or increased by department.*
Van Aken, Cameron Student Equity and Achievement	CHC	08/25/25	12/19/25	$66.01	324	$21,387.24	Adjunct Counselor, provide counseling, Ed plan development and other counseling services in counseling.
Weiler, Lindsay Honors Program General Fund	CHC	07/01/25	07/25/25	$57.89	10	$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. *Ratification: Hours were missed or increased by department.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.9|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Adams, Kathy Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class
Almanza, Blake Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class
Andrew, Stephen Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class
Arnold, Anita Stem-Mesa General Fund	SBVC	08/25/25	12/19/25	$57.89	65	$3,762.85	STEM-MESA
Batista, Rui Stem-Mesa General Fund	SBVC	08/25/25	12/19/25	$57.89	130	$7,525.70	STEM-MESA
Berry, Thomas General Funds: Instruction Office	SBVC	07/01/25	07/31/25	$57.89	27	$1,563.03	DE Co-Facilitator Level 1 Online Training-Session 2 *Ratification: The need for summer sessions was identified after Board due date.*
Berry, Thomas ZTC/OER Grant Categorical Funds	SBVC	07/01/25	08/18/25	$57.89	8	$463.12	ZTC/OER Planning and Lead From the Middle *Ratification. Work and faculty identified mid-June, submitting to first available board.*
Blacksher, Anthony Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class
Chiem, Vinh K-16 Education Pathway Grant	SBVC	07/01/25	08/15/25	$72.97	140	$10,215.80	Adjunct Counselor Dual Enrollment *Amendment: Correction to previously submitted to June 2025 Board item to designate appropriate not to exceed hours/amounts within each term.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.10|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Chiem, Vinh K-16 Education Pathway Grant	SBVC	08/18/25	12/19/25	$72.97	422	$30,793.34	Adjunct Counselor Dual Enrollment *Amendment: Correction to previously submitted to June 2025 Board item to designate appropriate not to exceed hours/amounts within each term.*
Colbert, Timothy Arts & Humanities General Fund	SBVC	05/27/25	06/30/25	$57.89	100	$5,789.00	Update and maintenance of Art dept Instructional spaces *Ratification. Faculty were not identified to meet June board deadline*
Corrales, Athena Instruction Office General Fund	SBVC	08/16/25	12/19/25	$72.97	422	$30,793.34	Nursing Counselor
Corrales, Athena Instruction Office General Fund	SBVC	01/20/26	06/30/26	$72.97	422	$30,793.34	Nursing Counselor
Corrales, Athena Office of Instruction General Fund	SBVC	07/01/25	08/15/25	$72.97	236	$17,220.92	Nursing Counselor *Ratification. Provide Nursing workshops for students, develop remediation strategies for nursing students and provide general counseling for pre and current nursing students.*
Cruz, Alex General Funds: Instruction Office	SBVC	07/01/25	06/30/26	$57.89	100	$5,789.00	Faculty Chair duties required to be performed on campus during the summer, fall, winter, and spring breaks. *Amendment: Updating the original chair hours submitted.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.11|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Cuny, Lucas Equal Employment Opportunity Grant	SBVC	06/23/25	06/23/25	$57.89	8	$463.12	Recruitment: Interim Dean, Arts & Humanities *Ratification: Participant selected after prior month's Board submission deadline.*
Davis-Leyva, Jessica K-16 Healthcare Grant	SBVC	07/01/25	08/15/25	$68.33	140	$9,566.20	Adjunct Counselor Dual Enrollment *Amendment: Correction to previously submitted to June 2025 Board item to designate appropriate not to exceed hours/amounts within each term.*
Davis-Leyva, Jessica K-16 Healthcare Grant	SBVC	08/18/25	12/19/25	$68.33	422	$28,835.26	Adjunct Counselor Dual Enrollment *Amendment: Correction to previously submitted to June 2025 Board item to designate appropriate not to exceed hours/amounts within each term.*
Dennett, Loni SAS (DSPS) Categorical Funding	SBVC	07/01/25	08/15/25	$72.97	161	$11,748.17	SAS Adjunct Counselor *Ratification: Executive management decision was finalized after the due date for June board submissions.*
Dennett, Loni SAS (DSPS) Categorical Funding	SBVC	08/18/25	12/19/25	$72.97	391	$28,531.27	SAS Adjunct Counselor

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.12|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Elpel, Kristina Stem-Mesa General Fund	SBVC	07/01/25	08/15/25	$66.34	50	$3,317.00	STEM-MESA Counseling *Amendment: Correction to previously submitted item of June 2025 Board date to amend designated hours not to exceed hours/amounts within each term.*
Elpel, Kristina Stem-Mesa General Fund	SBVC	08/18/25	12/19/25	$66.34	300	$19,902.00	STEM-MESA Counseling *Amendment: Correction to previously submitted item of June 2025 Board date to amend designated hours not to exceed hours/amounts within each term.*
Fierro, Marie Student Equity Categorical	SBVC	07/01/25	07/30/25	$72.97	410	$29,917.70	Adjunct Counseling *Ratification: Missed previous board deadline.*
Fierro, Marie Student Equity Categorical	SBVC	08/01/25	12/30/25	$72.97	120	$8,756.40	Adjunct Counseling
Fogle, Melinda Equal Employment Opportunity Grant	SBVC	05/29/25	05/30/25	$57.89	16	$926.24	Recruitment: Professor, Music *Ratification: Participant selected after prior month's Board submission deadline.*
Fogle, Melinda Equal Employment Opportunity Grant	SBVC	06/23/25	06/23/25	$57.89	8	$463.12	Recruitment: Professor, Interim Dean, Arts & Humanities *Ratification: Participant selected after prior month's Board submission deadline.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.13|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Fozouni, Daihim Equal Employment Opportunity Grant	SBVC	06/23/25	06/23/25	$57.89	8	$463.12	Recruitment: Interim Dean, Arts & Humanities *Ratification: Participant selected after prior month's Board submission deadline.*
Gallo Cyndy SAS (DSPS) Categorical Funding	SBVC	07/01/25	08/15/25	$68.33	161	$11,001.13	SAS Adjunct Counselor *Ratification: Executive management decision was finalized after the due date for June board submissions.*
Gallo Cyndy SAS (DSPS) Categorical Funding	SBVC	08/18/25	12/19/25	$68.33	391	$26,717.03	SAS Adjunct Counselor
Gomez, Ed Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class
Gordon, Jessica Equal Employment Opportunity Grant	SBVC	05/29/25	05/30/25	$57.89	16	$926.24	Recruitment: Professor, Music *Ratification: Participant selected after prior month's Board submission deadline.*
Gordon, Jessica Equal Employment Opportunity Grant	SBVC	06/23/25	06/23/25	$57.89	8	$463.12	Recruitment: Interim Dean, Arts & Humanities *Ratification: Participant selected after prior month's Board submission deadline.*
Gurtovoy, Jason Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.14|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Heibel, Todd General Funds: Instruction Office	SBVC	07/01/25	06/30/26	$57.89	60	$3,473.40	Faculty Chair duties required to be performed on campus during the summer, fall, winter, and spring breaks. *Amendment: Updating the original chair hours submitted.*
Henkle, Lisa General Funds: Instruction Office	SBVC	05/27/25	06/26/25	$57.89	27	$1,563.03	DE Co-Facilitator Level 1 Online Training-Session 1 *Ratification: The need for summer sessions was identified after Board due date.*
Henkle, Lisa General Funds: Instruction Office	SBVC	07/01/25	07/31/25	$57.89	27	$1,563.03	DE Co-Facilitator Level 1 Online Training-Session 2 *Ratification: The need for summer sessions was identified after Board due date.*
Henkle, Lisa Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class
Hiers, Rebecca Tutoring Center General Fund	SBVC	08/18/25	12/19/25	$57.89	396	$22,924.44	Adjunct Learning Skills & Tutoring
Hogan, Ryan Instructional	SBVC	07/01/25	08/15/25	$72.97	161	$11,748.17	MAP/CPL Counselor *Ratification: Executive management decision was finalized after the due date for June board submissions.*
Hunt, SynToia California College Promise Categorical	SBVC	08/01/24	12/31/24	$66.34	422	$27,995.48	Adjunct Counseling *Ratification: August step increase.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.15|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Hunt, SynToia California College Promise Categorical	SBVC	01/01/25	06/30/25	$66.34	422	$27,995.48	Adjunct Counseling *Ratification: August step increase*
Hunt, SynToia California College Promise Categorical	SBVC	07/01/25	07/30/25	$66.34	410	$27,199.40	Adjunct Counseling *Ratification: Missed previous board deadline.*
Hunt, SynToia California College Promise Categorical	SBVC	08/01/25	12/30/25	$66.34	120	$7,960.80	Adjunct Counseling
Huston, Celia ZTC/OER Grant Categorical Funds	SBVC	07/01/25	08/18/25	$57.89	8	$463.12	ZTC/OER Planning and Lead From the Middle *Ratification: Work and faculty identified mid-June, submitting to first available board*
Jaramillo, Richard General Funds: Instruction Office	SBVC	07/01/25	06/30/26	$57.89	100	$5,789.00	Faculty Chair duties required to be performed on campus during the summer, fall, winter, and spring breaks. *Amendment: Updating the original chair hours submitted.*
Jefferson, Kimberly K-16 Education Transfer Pathway Fund	SBVC	08/25/25	12/19/25	$57.89	100	$5,789.00	K-16 Education Grant
Jefferson, Kimberly K-16 Education Transfer Pathway Fund	SBVC	01/20/26	05/14/26	$57.89	100	$5,789.00	K-16 Education Grant

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.16|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Jones, Frederick Umoja Tumaini	SBVC	07/01/25	07/30/25	$57.89	90	$5,210.10	Adjunct Counseling *Ratification: Missed previous board deadline*
Jones, Frederick Umoja Tumaini	SBVC	08/01/25	12/30/25	$57.89	60	$3,473.40	Adjunct Counseling
Kashouha, Samar STEM-MESA General Funds	SBVC	08/01/25	12/31/25	$57.89	350	$20,261.50	STEM-MESA *Ratification: Was submitted too late for June board.*
King, Melissa Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class
Lawler, Mary Equal Employment Opportunity Grant	SBVC	05/11/25	05/28/25	$57.89	5.5	$318.40	Recruitment: Vice President of Instruction *Ratification: Faculty member submitted forms after prior month's Board submission deadline.*
Lee, Dirkson Instruction Office General Fund	SBVC	05/27/25	06/30/25	$57.89	77	$4,457.53	Faculty Lead Oversight for Writing Center *Ratification: Faculty were not identified to meet June board deadline*
Lee, Dirkson Instruction Office General Fund	SBVC	07/01/25	08/01/25	$57.89	72	$4,168.08	Faculty Lead Oversight for Writing Center *Ratification: Faculty were not identified to meet June board deadline*
Lillard, Sheri General Funds: Instruction Office	SBVC	07/01/25	08/14/25	$57.89	54	$3,126.06	DE Lead-Summer *Ratification: DE Lead transition and identified the need for summer work after board deadline.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.17|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Lopez, Leonard Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class
Mattson, Susan Equal Employment Opportunity Grant	SBVC	06/23/25	06/23/25	$57.89	8	$463.12	Recruitment: Interim Dean, Arts & Humanities *Ratification: Participant selected after prior month's Board submission deadline.*
Moore, Sandra Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class
Nguyen, Bryan Tutoring Center Funds	SBVC	08/18/25	12/19/25	$57.89	396	$22,924.44	Adjunct Tutoring Center *Amendment. On the original submission, May 2025, the end date was incorrect and should end at the end of the semester.*
Orozco, Brenda Student Equity Categorical	SBVC	07/01/25	07/30/25	$66.34	410	$27,199.40	Adjunct Counseling *Ratification: Missed previous board deadline.*
Orozco, Brenda Student Equity Categorical	SBVC	08/01/25	12/30/25	$66.34	120	$7,960.80	Adjunct Counseling
Perez, Ebony STEM-MESA General Funds	SBVC	01/06/25	05/31/25	$57.89	260	$15,051.40	STEM Faculty Sponsor *Ratification: Originally submitted to the February 2025 board, the dates and number of hours were incorrect.*
Regalado, Sean Arts & Humanities General Fund	SBVC	05/27/25	06/30/25	$57.89	50	$2,894.50	Update and maintenance of Art dept Instructional spaces *Ratification: Faculty were not identified to meet June board deadline.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.18|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Rivera, Yvette Instruction Office-General Fund	SBVC	07/01/25	08/01/25	$57.89	27.5	$1,591.98	Faculty Oversight for Writing Center *Ratification: Faculty were not identified to meet June board deadline.*
Robles, Maritza Office of Instruction General Fund	SBVC	07/01/25	08/15/25	$72.97	236	$17,220.92	Nursing Counselor *Ratification: Provide Nursing workshops for students, develop remediation strategies for nursing students and provide general counseling for pre and current nursing students.*
Robles, Maritza Office of Instruction General Fund	SBVC	08/18/25	12/19/25	$72.97	422	$30,793.34	Nursing Counselor
Robles, Maritza Office of Instruction General Fund	SBVC	01/20/26	06/30/26	$72.97	422	$30,793.34	Nursing Counselor
Sogomonian, Nori General Funds: Instruction Office	SBVC	05/27/25	06/30/25	$57.89	54	$3,126.06	DE Lead-Summer *Ratification. DE Lead transition and identified the need for summer work after board deadline.*
Sogomonian, Nori Equal Employment Opportunity Grant	SBVC	06/23/25	06/23/25	$57.89	8	$463.12	Recruitment: Interim Dean, Arts & Humanities *Ratification: Participant selected after prior month's Board submission deadline.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.19|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Torrez, Michael General Funds: Instruction Office	SBVC	05/27/25	06/26/25	$57.89	27	$1,563.03	DE Co-Facilitator Level 1 Online Training-Session 1 *Ratification: The need for summer sessions was identified after Board due date.*
Valenzuela, Jennifer California College Promise Categorical	SBVC	08/01/24	12/31/24	$66.34	422	$27,995.48	Adjunct Counseling *Ratification: August step increase*
Valenzuela, Jennifer California College Promise Categorical	SBVC	01/01/25	06/30/25	$66.34	422	$27,995.48	Adjunct Counseling *Ratification: August step increase*
Valenzuela, Jennifer California College Promise Categorical	SBVC	07/01/25	07/30/25	$68.33	410	$28,015.30	Adjunct Counseling *Ratification: Missed previous board deadline*
Valenzuela, Jennifer California College Promise Categorical	SBVC	08/01/25	12/30/25	$68.33	120	$8,199.60	Adjunct Counseling
Vasquez, Tatiana Equal Employment Opportunity Grant	SBVC	06/23/25	06/23/25	$57.89	8	$463.12	Recruitment: Interim Dean, Arts & Humanities *Ratification: Participant selected after prior month's Board submission deadline.*
Velazquez, Gabrielle Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class
Wang, Wei-Chung ZTC/OER Grant Categorical Funds	SBVC	07/01/25	08/18/25	$57.89	8	$463.12	ZTC/OER Planning and Lead From the Middle *Ratification: Work and faculty identified mid-June, submitting to first available board.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.20|20]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
White, Charles Ian Instruction Office General Fund	SBVC	07/14/25	06/30/26	$57.89	119	$6,888.91	Art Gallery Faculty Lead *Ratification: Faculty were not identified to meet June board deadline*
Zeeb, John Instruction Office General Fund	SBVC	08/25/25	12/19/25	$57.89	10	$578.90	Instruction for Honors Class
Elpel, Kristina College Corp Fund	DSO	06/01/25	06/30/25	$64.09	50	$3,204.50	College Corp *Ratification: Hours were missed or increased by department.*
Elpel, Kristina College Corp Fund	DSO	07/01/25	12/31/25	$66.01	100	$6,601.00	College Corp *Ratification: Hours were missed or increased by department.*

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Dr. Kevin Horan, President, CHC
Dr. Gilbert Contreras, President, SBVC
Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

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 negotiated agreement between SBCCD and the SBCCDTA and CSEA bargaining units, as applicable.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success

FINANCIAL IMPLICATIONS

The payment of stipends is included in the appropriate 2024-2025 and 2025-2026 budgets.

Payment of Stipends

Submitted for Board Approval August 14, 2025

[v.8.6.2025.p.2|6]

Faculty Chair 07/01/25 – 06/30/26

Employee Name	Location Assignment	Department	Stipend
Assuma, Michael	SBVC	Business Administration	$8,000.00
Barnett, Kellie (Co-Chair)	SBVC	Child Development	$4,000.00
Batalo, Manuela (Mandi)	SBVC	Art	$9,000.00
Blacksher, Anthony	SBVC	Sociology	$8,000.00
Cacho, Bryce (Co-Chair)	SBVC	Welding	$3,000.00
Caldwell-Betties, Melita	SBVC	Water Technology & Machine	$7,000.00
Carlos, Christopher	SBVC	Administration of Justice/ Corrections	$6,000.00
Castro, Anthony	SBVC	Mathematics	$9,000.00
Cruz, Alex	SBVC	Auto Collision & HMDT	$7,000.00
Cuny, Lucas (Co-Chair)	SBVC	FTVM/ Communication Studies	$3,000.00
Fogle, Melinda (Co-Chair)	SBVC	Music/Theatre Arts/Dance	$4,000.00
Foscolos, Espree (Co-Chair)	SBVC	Nursing	$4,500.00
Fozouni, Daihim	SBVC	English/ESL	$9,000.00
Gomez, Edward	SBVC	History	$8,000.00
Gonzales, Francisco	SBVC	Aeronautics	$7,000.00
Gordon, Jessica (Co-Chair)	SBVC	Music /Theatre Arts /Dance	$4,000.00
Graham, Danielle	SBVC	Psychology	$8,000.00
Halabi, Tarif	SBVC	Electronics/Electricity/H/VAC-R, T-Calc/OSHA	$8,000.00
Heibel, Todd (co-Chair)	SBVC	Earth & Spatial Sciences	$5,400.00
Jackson, Michelle	SBVC	Psychiatric Technology	$8,000.00
Jaramillo, Richard	SBVC	Automotive	$7,000.00
Jefferson, Kimberly	SBVC	Political Science	$7,000.00
Jefferson, Kimberly	SBVC	Education, Reading, & Literacy	$8,000.00
King, Melissa	SBVC	Anthropology	$6,000.00
Knight, Denise (Co-Chair)	SBVC	Child Development	$4,000.00
Lawler, Kenneth	SBVC	Kinesiology/Health	$9,000.00
Mattson, Susan (Co-Chair)	SBVC	FTVM/Communication Studies	$6,000.00
Mayer, Stacy	SBVC	Culinary Arts/Hospitality/ Food & Nutrition	$7,000.00
Metu, Reggie	SBVC	Computer Information Technology/ Computer Science	$9,000.00

Payment of Stipends

Submitted for Board Approval August 14, 2025

[v.8.6.2025.p.3|6]

Faculty Chair 07/01/25 – 06/30/26

Employee Name	Location Assignment	Department	Stipend
Milligan, Joshua (Co-Chair)	SBVC	Welding	$3,000.00
Moeung, Botra (Co-Chair)	SBVC	Counseling	$4,500.00
Moneymaker, Melinda	SBVC	Human Services	$7,000.00
Notarangelo, Maria	SBVC	Library Technology	$6,000.00
Ontiveros, Doris	SBVC	Pharmacy Technology	$7,000.00
Pave, Adam	SBVC	Philosophy/Religious Studies	$7,000.00
Robles, Matthew (Co-Chair)	SBVC	Earth & Spatial Sciences	$3,600.00
Romero, Melissa (Co-Chair)	SBVC	Biology	$4,500.00
Romero, Melissa	SBVC	Chemistry	$9,000.00
Salyer, Jaime (Co-Chair)	SBVC	Counseling	$4,500.00
Sepulveda, Marissa (Co-Chair)	SBVC	Nursing	$4,500.00
Sogomonian, Nori	SBVC	Modern Languages	$9,000.00
Tolstova, Anna	SBVC	Physics, Engineering, Astronomy	$6,000.00
Vasquez, Tatiana (Co-Chair)	SBVC	Biology	$4,500.00
Wang, Wei-Chung	SBVC	Economics	$6,000.00

Head Coach 08/25/25 – 12/31/25

Employee Name	Location Assignment	Department	Stipend
Brown, Joshua	SBVC	Men's Soccer	$16,000.00
Lefay, Jenna	SBVC	Women's Soccer	$16,000.00
Ratigan, James	SBVC	Men's Cross Country	$16,000.00
Sanchez, Ricardo	SBVC	Women's Cross Country	$16,000.00
Vansant, Robert	SBVC	Volleyball	$16,000.00

Head Coach 11/01/25 – 03/31/26

Employee Name	Location Assignment	Department	Stipend
Brewer, Quincy	SBVC	Men's Basketball	$16,000.00
Smith, Julia	SBVC	Women's Basketball	$16,000.00

Payment of Stipends

Submitted for Board Approval August 14, 2025

[v.8.6.2025.p.4|6]

Faculty Chair 08/25/25 – 12/31/25

Employee Name	Location Assignment	Department	Stipend
Hurst, Kayle	CHC	Womens Water Polo	$5,000.00
Starkey, Reese	CHC	Men's Water Polo	$5,000.00
Brown, Samuel	SBVC	Football	$10,000.00
Burns, Steven	SBVC	Football	$10,000.00
Dixon, Christopher	SBVC	Football	$5,000.00
Doran, Stephanie	SBVC	Women's Soccer	$10,000.00
Gardner, Keenan	SBVC	Football	$10,000.00
Gazzinga, Steve	SBVC	Volleyball	$10,000.00
Glover, Shannon	SBVC	Volleyball	$10,000.00
Guy-Williams, Giles	SBVC	Football	$10,000.00
Marquez, Jeremiah	SBVC	Women's Soccer	$10,000.00
Merriwether, Andrew	SBVC	Football	$10,000.00
Paredez, John	SBVC	Football	$5,000.00
Politron, Jose	SBVC	Men's Soccer	$10,000.00
Pontious, Richard	SBVC	Football	$10,000.00
Ramirez, Michael	SBVC	Men's Cross Country	$10,000.00
Sierra, Francisco	SBVC	Men's Soccer	$10,000.00
Williams, Jerret	SBVC	Football	$10,000.00

Other 01/21/25 – 05/22/25
Zero Textbook Cost for MATH-110 course.
Ratification: Hours we missed or increased for Spring 2025.

Employee Name	Location Assignment	Department	Stipend
Bailes, Brandi	CHC	Math	$500.00

Other 04/11/25 – 05/10/25
Zero Textbook Cost for LIBR-105-70 course.
Ratification: Hours we missed or increased for Spring 2025.

Employee Name	Location Assignment	Department	Stipend
McCool, Karl	CHC	Library	$250.00
Montes, Ashley	CHC	Library	$250.00

Payment of Stipends

Submitted for Board Approval August 14, 2025

[v.8.6.2025.p.5|6]

Other 06/02/25 – 08/07/25
Uniquely Abled Summer Cohort. Grant funded: Strong Workforce Responsive Training
Ratification: Participant determined after prior month's Board submission deadline.

Employee Name	Location Assignment	Department	Stipend
Ortiz, Miguel	DSO	EDCT	$26,320.32

Other 07/01/25 – 07/31/25
Nursing Services Program, Summer 2025
Ratification: Information received from department after prior month's Board submission deadline.

Employee Name	Location Assignment	Department	Stipend
Amparo, Karl (Nursing Services Program Director)	CHC	Career Education and Human Development	$6,000.00
Jasso, Heather (Nursing Services Program Assistant)	CHC	Career Education and Human Development	$6,000.00

Other 07/01/25 – 08/15/25
High Road Training Partnership (HRTP) Grant Funded Nursing Concurrent Enrollment Program Coordinator
Ratification: Information received from department after prior month's Board submission deadline.

Employee Name	Location Assignment	Department	Stipend
Robles, Maritza	SBVC	Nursing	$12,060.00

Other 07/01/25 – 12/31/25
Region 9 Rising Program
Ratification: Participants determined after prior month's Board submission deadline.

Employee Name	Location Assignment	Department	Stipend
Cannon, Samantha (Mentee)	SBVC	Counseling	$625.00
Elpel, Kristina S. (Mentor)	SBVC	Counseling	$750.00
Grabow, James A. (Mentor)	CHC	Counseling	$750.00
Knight, Denise (Mentor)	SBVC	Child Development	$750.00
Lopez, Elizabeth (Mentee)	CHC	Counseling	$625.00
Shurbaji, Norah (Mentee)	EDCT	Administrator	$625.00
Smith, Kelly (Mentee)	SBVC	Child Development	$625.00

Payment of Stipends

Submitted for Board Approval August 14, 2025

[v.8.6.2025.p.6|6]

Other 08/01/25 – 12/19/25
ACUE Facilitation, Fall 2025

Ratification: Information received from department after prior month's Board submission deadline.

Employee Name	Location Assignment	Department	Stipend
Harris, Kashaunda	CHC	Career Education and Human Development	$2,000.00

Other 08/25/25 – 12/19/25
Nursing Services Program Director, Fall 2025

Employee Name	Location Assignment	Department	Stipend
Amparo, Karl	CHC	Career Education and Human Development	$15,514.00

Other 01/01/26 – 06/30/26
Region 9 Rising Program

Ratification: Participants determined after prior month's Board submission deadline..

Employee Name	Location Assignment	Department	Stipend
Cannon, Samantha (Mentee)	SBVC	Counseling	$625.00
Elpel, Kristina S. (Mentor)	SBVC	Counseling	$750.00
Grabow, James A. (Mentor)	CHC	Counseling	$750.00
Knight, Denise (Mentor)	SBVC	Child Development	$750.00
Lopez, Elizabeth (Mentee)	CHC	Counseling	$625.00
Shurbaji, Norah (Mentee)	EDCT	Administrator	$625.00
Smith, Kelly (Mentee)	SBVC	Child Development	$625.00

Other 01/20/26 – 06/30/26
Nursing Services Program Director, Spring 2026

Employee Name	Location Assignment	Department	Stipend
Amparo, Karl	CHC	Career Education and Human Development	$15,514.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Consideration of Approval to Ratify the Revised Rates of Pay for Professional Expert Hourly Employees

RECOMMENDATION

It is recommended that the Board of Trustees ratify the revised Professional Expert Hourly Rates of Pay schedules effective July 1, 2025, as attached.

OVERVIEW

Professional Expert employees will be compensated at the agreed upon non-instructional rate of pay.

ANALYSIS

The District determined an increase to the Emergency Medical Services (EMS) department positions is needed to align with market compensation standards to support our EMS professionals.

The District determined the duties and responsibilities of the Assistant and Head Coach positions align more closely with the Professional Expert role rather than those covered under the SBCCDTA Bargaining Unit. A Memorandum of Understanding between SBCCD and SBCCDCTA was agreed upon to move the compensation of these positions to the Professional Expert Rate of Pay Schedule.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The financial implications of this board item will be included in the appropriate 2025-2026 budgets.

Rates of Pay for Professional Expert Employees

Pending Board Approval: ~~December 13, 2024~~August 14, 2025

Effective ~~January 1, 2025~~July 1, 2025

[pg.1|3]

PROFESSIONAL EXPERT ASSIGNMENT	HOURLY RATE
3D Animator	$25.00 to $40.00
Adult Education Planning Grant Coordinator	$40.00
American Sign Language Specialist	$30.00
Apprenticeship Program Organizer	$55.00 to $75.00
Assistant Instructor	$20.00
Bilingual Translator/Interviewer	$20.00
Business and Resources Development Consultant	$60.00
Caltrans Trainee	$16.50 to $17.50
Caltrans Program Work Crew Driver	$22.00 to $25.00
Camera & Lighting Technician	$16.50 to $20.00
Closed Caption Editor I	$16.50
Closed Caption Editor II	$16.50 to $20.00
Closed Caption Editor III	$21.00 to $30.00
Content Specialist (FNX and Marketing & Public Relations)	$16.50 to $40.00
Counseling Trainee	$21.00
Guardian Scholars and Dreams Liaison (Categorical)	$45.00
Editor (KVCR, FNX, Pledge Drive)	$18.00 to $30.00
EMT-1 Skills Laboratory Assistant	$16.50
EMT(EMS) Laboratory Instructor	$30.00
EMT(EMS) Primary Instructor	$45.00
EMT(EMS) / Respiratory Care / Fire Technician~~/ASL Specialist~~	~~$30.00~~ $55.00
Fire Academy Instructor	$45.00
Fire Agility Group Leader/Proctor	$16.50
Fire Operations Specialist	$55.00
Foster Parenting Education	$45.00
FTVM Intern I / II / III	$16.50/$17.50/$18.50
Grant Program Assistant (Categorical)	$35.00
Grant Writer I/II/III	$30.00/$40.00/$55.00
Human Resources Intern	$20.00 to $49.00
Interpreting/Transliterating Level 0 (Mentoring)	$16.50 to $17.50
Interpreting/Transliterating Level I (0-2 yrs of exp & pass evaluation)	$28.00 to $30.00
Interpreting/Transliterating Level II (2-4 yrs of exp & pass evaluation)	$32.00 to $34.00
Interpreting/Transliterating Level III (4-5 yrs of exp & pass evaluation)	$36.00 to $38.00
Interpreting/Transliterating Level IV (5-6 yrs of exp or RID & pass evaluation)	$40.00 to $42.00
Interpreting/Transliterating Level V (RID Certified or RID written passed & pass evaluation or EIPA Level 4/5 & pass evaluation)	$45.00
Laboratory Instructor	$20.00

Rates of Pay for Professional Expert Employees

Pending Board Approval: ~~December 13, 2024~~August 14, 2025

Effective ~~January 1, 2025~~July 1, 2025

[pg.2|3]

PROFESSIONAL EXPERT ASSIGNMENT	HOURLY RATE
Licensed Mental Health Clinician I	$65.00
Licensed Mental Health Clinician II	$70.00
Licensed Mental Health Clinician III (not qualified to supervise)	$75.00 to $95.00
Licensed Mental Health Clinician III (qualified to supervise)	$80.00 to $100.00
Mental Health Educator/Counselor Intern	$55.00
Mental Health Outreach Navigator	$60.00
Nurse Practitioner /Physician Assistant	$60.00 to $85.00
Police Science Facilitator/Evaluator	$53.00
Police Tactical Officer/RTO	$45.00
Policy Analyst	$60.00
Post Masters Counseling Associate I / II / III	$30.00/$35.00/$40.00
Post Masters Counseling Associate (with specialized experience)	$55.00
Primary Instructor	$25.00
Program Assistant	$20.00 to $49.00
Project Liaison	$40.00 to $75.00
Radiologic Technology Specialist	$30.00
Respiratory Care Clinical	$57.13
Social Media Specialist (FNX & Marketing & Public Relations)	$21.00 to $25.00
Special Events Planner	$25.00 to $35.00
Staff Writer/Photographer	$16.50 to $20.00
State Fire Training Instructor	$55.00
Transitional Work Crew Trainee	$16.50
Transitional Work Crew Trainer	$22.00 to $25.00
Training Specialist	$19.00
Tutor I / II / III	$17.00/$18.00/$20.00
TV Closed Captioning	$16.50 to $17.50
Workforce Development/PDC Trainer	$16.50 to $100.00 or up to 85% of enrollment, or up to 60% of net

Rates of Pay for Professional Expert Employees

Pending Board Approval: ~~December 13, 2024~~August 14, 2025

Effective ~~January 1, 2025~~July 1, 2025

[pg.3|3]

PROFESSIONAL EXPERT ASSIGNMENT	SEMESTER RATE
Assistant Coach	$10,000 Coaching stipend per academic year (per sport) * $700.00 per week for playoffs $100.00-$5,000 per additional assignment
Head Coach	$16,000 Coaching stipend per academic year (per sport) * $1,000 per week for playoffs $100.00-$5,000 per additional assignment
Medical Director (EMT)	$3,500.00
Medical Director (Respiratory Care)	$3,000.00
Region 9 Mentee	$625.00
Region 9 Mentor	$750.00

**Shared stipends: Stipend amount can be shared between one or more individuals with split responsibility.*

SBCCD shall utilize short-term hourly, non-academic employees in accordance with California Education Code Section 88003.

These rules apply to employees who are not members of the classified service as defined by the California Education Code Section 88003. The District has limited a temporary hourly employee to no more than 175 days. Short-term temporary hourly employees are not eligible to work more than 40 hours per week or more than 8 hours per day.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Dr. Gilbert J. Contreras, President, SBVC
Dr. Kevin Horan, President, CHC
Steven J. Sutorus, Business Manager

DATE: August 14, 2025

SUBJECT: Consideration of Approval to Serve Alcoholic Beverages at a Campus Event

RECOMMENDATION

It is recommended that the Board of Trustees approve this request to serve alcoholic beverages.

Event & Location	Sponsoring Group	Date & Time	Type of Alcohol (Beer or Wine)
Barbara L. Smith Event Center Naming Ceremony & President's Circle Toast	President's Office	Sept., 12, 2025 5:00pm – 7:00pm	Beer, Wine

OVERVIEW

The possession, sale or furnishing of alcohol on campuses is governed by California law. It is a violation of SBCCD policy for anyone to consume or possess alcohol anywhere on campus without prior District approval. Organizations or groups violating alcohol policies may be subject to sanctions.

The decision to serve alcoholic beverages at the event(s) listed above has been agreed to by campus management.

ANALYSIS

This request meets the requirements of SBCCD Board Policy and Administrative Policy 3560 on Alcoholic Beverages and California law. The appropriate paperwork has been filed through the Business Services office to obtain the appropriate licenses.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with the approval of this board item.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director of Business & Fiscal Services

DATE: August 14, 2025

SUBJECT: Consideration of Approval of the Revised Authorized Signature List for Fiscal Year 2025-26

RECOMMENDATION

It is recommended that the Board of Trustees approve the Authorized Signature List for Fiscal Year 2025-26, as attached.

OVERVIEW

In accordance with California legal code, the Board of Trustees may, via annual Board action, delegate its authority to named agents. Only the Board and/or those agents are authorized to commit the District to contracts, expenditure of funds, employment of personnel, and other legal actions.

ANALYSIS

The Authorized Signature List for Fiscal Year 2025-26 is revised and submitted for approval annually.

SBCCD GOALS

4. Ensure Financial Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no direct financial implications connected with the approval of this item.

Authorized Signature List for Fiscal Year 2025-26

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.1|2]

AUTHORITY	NAMED AGENT(S)
Contracts, Agreements, and Memos of Understanding	▪ Diana Z. Rodriguez, Ed.D., Chancellor ▪ Jose F. Torres, Executive Vice Chancellor ▪ Steven J. Sutorus, Executive Director, Business & Fiscal Services ▪ Jorge Andrade, Director of Fiscal Services ▪ (Employment Only) Kristina Hannon, Vice Chancellor, Human Resources
Revenue Clearing Bank Accounts, SBCCD Commercial Property Bank Account & Lockbox	▪ Diana Z. Rodriguez, Ed.D., Chancellor ▪ Jose F. Torres, Executive Vice Chancellor ▪ Steven J. Sutorus, Executive Director, Business & Fiscal Services ▪ Jorge Andrade, Director of Fiscal Services ▪ Lindsey Mathewson, Associate Director, Fiscal Services ▪ Josue R. Varela, Associate Director, Fiscal Services
Revolving Cash Bank Account	▪ Custodian: Jose F. Torres, Executive Vice Chancellor ▪ Steven J. Sutorus, Executive Director, Business & Fiscal Services ▪ Jorge Andrade, Director of Fiscal Services ▪ Lindsey Mathewson, Associate Director, Fiscal Services ▪ Josue R. Varela, Associate Director, Fiscal Services
Inland Futures Foundation Bank Account	▪ Diana Z. Rodriguez, Ed.D., Chancellor ▪ Jose F. Torres, Executive Vice Chancellor ▪ Steven J. Sutorus, Executive Director, Business & Fiscal Services ▪ Jorge Andrade, Director of Fiscal Services
Safe Deposit Box	▪ Jose F. Torres, Executive Vice Chancellor ▪ Steven J. Sutorus, Executive Director, Business & Fiscal Services ▪ Jorge Andrade, Director of Fiscal Services
Cafeteria; ASB-Clubs/Trusts-Student Rep; and Scholarship & Loan Bank Accounts	▪ Jose F. Torres, Executive Vice Chancellor ▪ Steven J. Sutorus, Executive Director, Business & Fiscal Services ▪ Jorge Andrade, Director of Fiscal Services ▪ Lindsey Mathewson, Associate Director, Fiscal Services ▪ Josue R. Varela, Associate Director, Fiscal Services

Authorized Signature List for Fiscal Year 2025-26

Submitted for Board Approval August 14, 2025

[v.8.4.2025.p.2|2]

AUTHORITY	NAMED AGENT(S)
Financial Aid Bank Accounts	▪ Diana Z. Rodriguez, Ed.D., Chancellor ▪ Jose F. Torres, Executive Vice Chancellor ▪ Steven J. Sutorus, Executive Director, Business & Fiscal Services ▪ Jorge Andrade, Director of Fiscal Services ▪ Lindsey Mathewson, Associate Director, Fiscal Services ▪ Josue R. Varela, Associate Director, Fiscal Services
Commercial Warrants and Related Journal Entries	▪ Diana Z. Rodriguez, Ed.D., Chancellor ▪ Jose F. Torres, Executive Vice Chancellor
Payroll Orders and Related Journal Entries, and Voluntary Payroll Deductions (PAY620)	▪ Jose F. Torres, Executive Vice Chancellor ▪ Jorge Andrade, Director of Fiscal Services ▪ Josue R. Varela, Associate Director, Fiscal Services
Notices of Employment for Certificated, Classified, Student and Temporary Employees	▪ Diana Z. Rodriguez, Ed.D., Chancellor ▪ Jose F. Torres, Executive Vice Chancellor ▪ Kristina Hannon, Vice Chancellor, Human Resources ▪ Karla Bonnet, Director, Human Resources ▪ Stacy Holloway, Associate Director, Human Resources
Purchase Orders (no monetary limit)	▪ Jose F. Torres, Executive Vice Chancellor ▪ Steven J. Sutorus, Executive Director, Business & Fiscal Services
Journal Entries (not authorized by District or Payroll Orders), Interfund Transactions, & Budget Transfers	▪ Jose F. Torres, Executive Vice Chancellor ▪ Jorge Andrade, Director of Fiscal Services ▪ Lindsey Mathewson, Associate Director, Fiscal Services ▪ Josue R. Varela, Associate Director, Fiscal Services
Certify/Attest to Board Action	▪ Dr. Cherina Betters, Clerk of the Board ▪ Diana Z. Rodriguez, Ed.D., Chancellor
Access to San Bernardino County Schools Computer Consortium System with Secure I.D. Token	▪ Steven J. Sutorus, Executive Director, Business & Fiscal Services ▪ Jorge Andrade, Director of Fiscal Services ▪ Lindsey Mathewson, Associate Director, Fiscal Services ▪ Josue R. Varela, Associate Director, Fiscal Services

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: August 14, 2025

SUBJECT: Consideration of Approval of Conference Requests

RECOMMENDATION

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

OVERVIEW

Faculty and staff attend conferences for various purposes, including professional growth and development, networking with industry peers, discussing best practices, and learning about emerging issues. The SBCCD travel and conference process is covered by Administrative Procedure 7400. All requests must be approved by the appropriate administrator as listed:

- For employee travel, the traveler's immediate supervisor.
- For student travel, the College President.
- For the Chancellor's travel, the Board Chair, or other designated Board Member.
- For Board Member travel, the Board Chair or designee.

Additionally, conference expenses must be approved by the budget responsibility center managers and Business Services. If total estimated expenses exceed $5,000 per person, or travel is outside the contiguous United States, the request must also have prior Board approval.

ANALYSIS

The requests to attend conferences on the attached are either estimated to result in expenses exceeding $5,000 per person, and/or involve travel outside the contiguous United States.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The cost of these conferences is included in the appropriate budget funds indicated on the attached and are approved by supervising managers through the District's financial system.

Conference Requests

Submitted for Board Approval

[v.8.4.2025.p.1|1]

Requestor	Conference
Site SBVC	Native American Fashion Show for MMIWP (Missing and Murdered Indigenous People)
Name & Department Francisco Blanquet, KVCR	**Dates of Travel** September 22, 2025 - October 1, 2025
Estimated Cost $8,000	**Location** Milan, Italy
	Purpose The purpose of this trip is to gather additional footage to create content for the FNX channel and the FNX app. Native American fashion designers and shows are increasingly highlighting the Missing and Murdered Indigenous Women and People (MMIWP) crisis through their powerful artistry and advocacy. By raising awareness and showcasing designs that embody Indigenous heritage, culture, and experience, designers bring attention to the MMIWP crisis and its devastating impact on communities. Fashion shows provide a space for Indigenous designers, models, and community members to share their stories and demand action against violence. FNX will be covering in Milan for a documentary shoot on Native American Fashion Show for MMIWP (Missing and Murdered Indigenous People).
	Funding Source Grant Funded

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: August 14, 2025

SUBJECT: Consideration of Ratification for Contracts at or Above $114,800

RECOMMENDATION

It is recommended that the Board of Trustees ratify the contracts on the attached list which are routine in nature, support the ongoing operation of the District, and have a total contract cost at or above $114,800.

OVERVIEW

In accordance with SBCCD Board Policy 6100, Delegation of Authority, The Board of Trustees delegates authority to the Chancellor to supervise the general business procedures of the District to assure the proper administration of property and contracts. District staff is presenting the attached purchase and/or contract requests, which meet or exceed the formal bid limits, for Board approval in the form of ratification.

ANALYSIS

The California Board of Governors sets the formal bid limit for procurement of goods and/or services on an annual basis. The formal bid limit for the current calendar year has been set at $114,800. Ratification of the contracts on the attached list will allow for the successful ongoing operation of the District. Construction services are not included in this board item.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The attached purchase and/or contract requests have been budgeted for via purchase requisition.

Contracts At or Above $114,800
Submitted for Ratification August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
30334	**Amazon Web Services**	Software/Licensing	DSO	TESS	$ 210,000.00		
	Software: Provide cloud services for Servers, databases and computer labs to all sites; contract term from 10/11/2024 to 06/30/2027						
30974	**Aztec Software LLC**	Software/Licensing	SBVC	Adult Education	$ 321,984.76		
	Software for educational curriculum used to prepare adult students for the high school equivalency exam and high school diplomas; funded through AB104 program; contract term from 07/01/2025 to 06/30/2026						
30984	**San Bernardino County Sheriff's Department**	Training Services	SBVC	Police Academy	$ 3,094,875.00		
	Basic Training Agreement for Peace Officer Standards and Training (POST): Rate $3.93 Per Student Per Instructional Hour; contract term from 07/01/2025 to 06/30/2030						
30992	**Everon LLC**	Professional Services	DSO	TESS	$ 128,838.61		
	Briveo video surveillance services for District Police; to maintain access control to electrified doors; contract term from 05/30/2025 to 06/30/2030						

Contracts At or Above $114,800
Submitted for Ratification August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31001	**ConvergeOne Inc**	Maintenance Agreement	DSO	TESS	$ 143,315.72		
	Extreme licensing software and customer support renewal; maintenance agreement on hardware switches and access points; contract term from 04/29/2025 to 05/30/2026						
31010	**Rialto Unified School District**	Subgrantee Agreement	SBCCD	Grants	$ 127,124.00		
	Subgrantee agreement for K-16 Collaborative Healthcare; Subgrantee to provide services of the grant objectives; contract term from 01/01/2025 to 06/30/2026						
31019	**GovernmentJobs.com Inc**	Software/Licensing	DSO	Human Resources	$ 115,836.55		
	Software - Recruitment Tool; contract term from 08/15/2025 to 06/30/2026						
24717	**Copper Mountain CCD**	Amendment 01	SBCCD	EDCT	$ 202,582.00		Term Extension
	Subgrantee - Provide training in health industry sectors; this is to approve Amendment 01 to extend term to 03/31/2026; contract term from 04/17/2023 to 03/31/2026						

Contracts At or Above $114,800
Submitted for Ratification August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31041	**Everon LLC**	CMAS	DSO	TESS	$ 950,000.00		
	CMAS 3-25-03-1007: Information Technology - General Provisions Cloud Computing Services and Non-Cloud Goods and Services; this is to set the not to exceed this amount; contract term from 03/10/2025 to 10/17/2028						
31043	**Carahsoft Technology Group**	Software/Licensing	DSO	TESS	$ 123,360.30		
	Software licensing for Informatica; a tool that allows the transfer of data between systems; contract term from 09/10/2025 to 09/09/2028						
24721	**Chaffey CCD**	Amendment 01	SBCCD	EDCT	$ 269,736.80		Term Extension
	Subgrantee Agreement - develop new health industry sector programs, serve participants through a Physical Therapy Assistant Programs and implement a concurrent Enrollment programs; this is to approve Amendment 01 to extend term to 03/31/2026; contract term from 04/17/2023 to 03/31/2026						
24414	**Barstow CCD**	Amendment 01	SBCCD	EDCT	$ 532,500.00		Term Extension
	Subgrantee Agreement - Develop training programs in Health Logistics and Water Industry Sectors; this is to approve Amendment 01 to extend term to 03/31/2026; contract term from 04/17/2023 to 03/31/2026						

Contracts At or Above $114,800
Submitted for Ratification August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31050	**Strata Information Group**	Consultants	DSO	TESS	$ 166,500.00		
	Consulting: Financial Aid projects, Accounts Receivable and technical support; contract term from 07/01/2025 to 06/30/2026						
24621	**Riverside CCD**	Amendment 01	SBCCD	EDCT	$ 200,340.00		Term Extension
	Provide training in the health sector at Moreno Valley College; this is to approve Amendment 01 - to extend term to 03/31/2026; contract term from 04/17/2023 to 03/31/2026						
24442	**Riverside CCD**	Amendment 01	SBCCD	EDCT	$ 702,067.00		Term Extension
	Subgrantee Agreement - Serve participants in the Certified Nursing Assistant program, perform feasibility student for a new Anesthesia Technology Associate Degree Program; this is to approve Amendment 01 - to extend term to 03/31/2026; contract term from 04/17/2023 to 03/31/2026						
24420	**Foundation for California Community Colleges**	Amendment 01	SBCCD	EDCT	$ 150,000.00		Term Extension
	Provide an apprenticeships coordinator to create new and grow existing health apprenticeships program across high schools and Community Colleges; this is to approve Amendment 01 - to extend term to 03/31/2026; contract term from 04/17/2023 to 03/31/2026						

Contracts At or Above $114,800
Submitted for Ratification August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31069	**Redlands Unified School District**	Subgrantee Agreement	SBVC	Adult Education	$ 1,128,512.00		
	Subgrantee agreement for AB104 California Adult Education Program (CAEP); Subgrantee to provide services of the grant objectives; contract term from 07/01/2025 to 06/30/2025						
31073	**Rialto Unified School District**	Subgrantee Agreement	SBVC	Adult Education	$ 1,415,152.00		
	Subgrantee agreement for AB104 California Adult Education Program (CAEP); Subgrantee to provide services of the grant objectives; contract term from 07/01/2025 to 06/30/2025						
31074	**San Bernardino City USD**	Subgrantee Agreement	SBVC	Adult Education	$ 6,479,927.00		
	Subgrantee agreement for AB104 California Adult Education Program (CAEP); Subgrantee to provide services of the grant objectives; contract term from 07/01/2025 to 06/30/2025						
30315	**New York Public Radio**	Amendment 01	KVCR	KVCR	$ 115,000.00		Update Payment Terms
	Broadcasting rights for " Science Friday, The New Yorker Radio Hour, Snap Judgment, On the Media, Radiolab, Freakonomics Radio"; this is to approve Amendment 01 - to update payment terms for fiscal year 26; contract term from 07/01/2024 to 06/30/2029						

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Heather M. Madole, Administrative Officer

DATE: August 14, 2025

SUBJECT: Consideration to Rescind the Approval of Individual Memberships

RECOMMENDATION

It is recommended that the Board of Trustees rescind the approval of the attached list of individual memberships.

ANALYSIS

The individual memberships approved at the June 12, 2025, Board of Trustees meeting for professional experts must be rescinded. This action is necessary due to District procedure, which does not permit funding for individual memberships for professional experts.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

Membership associated with this board item are included in the funding source as attached.

Individual Memberships

Submitted for Approval August 14, 2025

[v.7.29.2025.p.1|1]

SITE, INDIVIDUALS, AND AMOUNT	MEMBERSHIP AND FUNDING SOURCE
SBVC Andrew Loera Martha Rojas Denise Todd $220.00/person $50.00 application fee/person	**California Association of Marriage and Family Therapists (clinical)** General Fund – Mental Health Services Support

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Heather M. Madole, Administrative Officer

DATE: August 14, 2025

SUBJECT: Consideration of Approval of Individual Memberships

RECOMMENDATION

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

OVERVIEW

The County of San Bernardino District Financial Services Division requires certification of Board minutes, that are in accordance with provisions of legal codes for the State of California, to pay invoices for memberships. Whenever possible, SBCCD purchases institutional memberships to be used districtwide. The individual requesting membership has reviewed, and confirms, the District does not currently subscribe to an institutional membership and the association to which they are requesting membership only offers Individual memberships. The memberships requested are related to job duties and functions to promote and advance our institutions and students.

ANALYSIS

Education Code Section 35172 (d) Subscribe for membership for any school under its jurisdiction in any society, association, or organization which has for its purpose the promotion and advancement of public or private education. (e) Subscribe for membership in, or otherwise become a member of, any national, state, or local organization of governing boards of school districts or members thereof which has for its purposes the promotion and advancement of public education through research and investigation, and the cooperation with persons and associations whose interests and purposes are the betterment of the educational opportunities of the children of the state.

Education Code Section 35160.1 (a) The Legislature finds and declares that school districts, county boards of education, and county superintendents of schools have diverse needs unique to their individual communities and programs. Moreover, in addressing their needs, common as well as unique, school districts, county boards of education, and county superintendents of schools should have the flexibility to create their own unique solutions. (b) In enacting Section 35160, it is the intent of the Legislature to give school districts, county boards of education, and

county superintendents of schools broad authority to carry on activities and programs, including the expenditure of funds for programs and activities which, in the determination of the governing board of the school district, the county board of education, or the county superintendent of schools are necessary or desirable in meeting their needs and are not inconsistent with the purposes for which the funds were appropriated. It is the intent of the Legislature that Section 35160 be liberally construed to affect this objective. (c) The Legislature further declares that the adoption of this section is a clarification of existing law under Section 35160.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

Membership associated with this board item are included in the funding source as attached.

Individual Memberships

Submitted for Approval August 14, 2025

[v.8.6.2025.p.1|1]

SITE, INDIVIDUALS, AND AMOUNT	MEMBERSHIP AND FUNDING SOURCE
DSO Luke Bixler $300.00	**Chief Information Systems Officers Association (CISOA)** General Fund – TESS
SBVC Yvonne Gutierrez-Sandoval $975.00	**Chief Student Services Officer Association** General Fund – Student Development

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: August 14, 2025

SUBJECT: Consideration of Approval to Award Request for Proposal and Contract for RFP 2025-02 SBVC HVAC Equipment Services to Mesa Energy Systems, Inc. of Irvine, CA

RECOMMENDATION

It is recommended that the Board of Trustees award Request for Proposals (RFP) 2025-02 SBVC HVAC Equipment Services to Mesa Energy Systems, Inc. of Irvine, CA. The cost for this service is not to exceed $650,000 over the first three years of the contract.

OVERVIEW

SBVC is seeking a vendor to assist the campus to administer a program for HVAC Equipment Services, including routine maintenance and specialized repair. SBVC requires these services which are not able to be performed by SBVC personnel at this time. This solicitation serves to consolidate several smaller service and repair contracts, promoting efficiency in campus operations.

ANALYSIS

The District received two responsive and responsible proposals. An evaluation committee ranked the proposals as follows:

Vendor	Ranking
Mesa Energy Systems, Inc., Irvine, CA	1
NVC Chiller Inc., Valencia, CA	2

Through an analysis of the proposals received and a committee based review process, rankings indicate Mesa Energy Systems, Inc. is the vendor that will best meet the needs of the District.

SBCCD GOALS

Eliminate Barriers to Student Access and Success

FINANCIAL IMPLICATIONS

Included in the 2026 campus budget and subsequent budgets.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: August 14, 2025

SUBJECT: Consideration of Approval to Award Request for Proposal and Contract ratification for RFP 2025-03 Managed Print and Copier Services to Advanced Imaging Solutions, Inc. of Rancho Cucamonga, CA

RECOMMENDATION

It is recommended that the Board of Trustees award Request for Proposals (RFP) 2025-03 Managed Print & Copier Services to Advanced Imaging Solutions (AIS), Inc. of Rancho Cucamonga, CA. and ratify the contract. The cost for this service is not to exceed $950,000 over the five years of the contract.

OVERVIEW

The San Bernardino Community College District (SBCCD) has reached the end of the contract with the current vendor. Therefore, a new competitive solicitation for Managed Print and Copier Services was performed.

ANALYSIS

The District received eleven responsive and responsible proposals. An evaluation committee ranked the top three proposals as follows:

Vendor	Ranking
Advanced Imaging Solutions, Inc., Rancho Cucamonga CA	1
Sharp Business Systems, Santa Fe Springs CA	2
Canon USA Inc., Melville NY	3

Through an analysis of the proposals received and a committee-based review process, rankings indicate AIS, Inc. is the vendor that will best meet the needs of the District.

SBCCD GOALS

Eliminate Barriers to Student Access and Success

FINANCIAL IMPLICATIONS

Included in the 2026 Districtwide budget and subsequent budgets.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Gilbert J. Contreras, Ph.D., President, SBVC

PREPARED BY: Keith Bacon, Vice President, Administrative Services, SBVC

DATE: August 14, 2025

SUBJECT: Consideration of Approval of Donations, SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve the donations made to SBVC.

OVERVIEW

Contributors can support Valley College's programs through various donations to be used in the education of the students in our programs.

ANALYSIS

The Foundation for California Community Colleges has donated 40 E-Z ups to Maintenance & Operations. These will be distributed to different departments on campus for use during outdoor events.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

No cost to District.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: August 14, 2025

SUBJECT: Consideration of Approval of Surplus Property and Authorize Donation to Yucaipa-Calimesa Joint Unified School District

RECOMMENDATION

It is recommended that the Board of Trustees approve the surplus and donation of 100 chairs with folding tablet arms to Yucaipa-Calimesa Joint Unified School District.

OVERVIEW

Crafton Hills College wishes to surplus the items which are no longer needed by the District. Education Code 81450.5 provides that a community college district may donate property to another college or public entity. The estimated value of the donation is $2,500.

ANALYSIS

Crafton Hills College no longer uses the items and they are non-essential to ongoing operations. Yucaipa-Calimesa Joint Unified School District has examined the equipment and is willing to accept the donation for use in supporting their mission.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

No Cost to the District

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: August 14, 2025

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.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

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

Fixed Assets Surplus Report

August 14, 2025

Asset #	Date Retired	Description	Initial Value	Current Value
30508	6/24/2025	imac	$1,072.57	$0.00
37657	6/24/2025	iMac 21.5-inch	$1,510.92	$0.00
37658	6/24/2025	iMac 21.5-inch	$1,510.92	$0.00
37659	6/24/2025	iMac 21.5-inch	$1,510.92	$0.00
37660	6/24/2025	iMac 21.5-inch	$1,510.92	$0.00
37663	6/24/2025	iMac 21.5-inch	$1,510.92	$0.00
37725	6/24/2025	Dell Latitude E5550	$1,253.97	$0.00
38130	6/24/2025	Switch, Network	$1,026.91	$0.00

Non-Fixed Assets Surplus Report
August 14, 2025

Description	Quantity (ea)
Apple Keyboards and Mice	2
Brother Fax Machine	1
Apple iMac 21.5” Computer	6
Dell Latitude Laptop	27
Microsoft Surface Book Laptop	1
Microsoft Surface Pro	1
Dell Monitor	10
HP Prodesk	1
Audio Visual Equipment	2
Dell Optiplex 7760 AIO Computer	9
Extreme x460-24p Switch	2
Dell Optiplex 7770 AIO Computers	15
Dell Optiplex 5250 AIO Computers	23
Dell Optiplex 7470 AIO Computers	4
Panasonic VHS/DVD Players	4
Apple MacBook Pro Laptop	1
Apple iPad Mini 4	3
Dell AIO Computer	5
Blue Broadcast Boom	1
Vivo Sit Stand Desk	1
Dell Precision Laptop	11
Microsoft Surface	16
Dell Tablet	2
Dell Docking Station	1
Kyocera Magenta Toner	1

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Farrah Farzaneh, Executive Director, Facilities Planning, Construction, & Sustainability

DATE: August 14, 2025

SUBJECT: Consideration of Ratification of Master Services Agreements, Task Orders, and Professional Service Agreements for Bond Construction

RECOMMENDATION

It is recommended that the Board of Trustees ratify Master Services Agreements, Task Orders, and Professional Services Agreements as indicated on the attached list.

OVERVIEW

To support the Measure CC Bond Program, SBCCD has created various shortlists of professional service consultants for specific pre-design, and engineering disciplines in accordance with the established Request for Qualifications process. These prequalified shortlists include:

- Architectural & Engineering
- California Environmental Quality Act/National Environmental Policy Act
- Civil Surveying
- Commissioning
- Division of the State Architect Inspector of Record
- Estimating
- Facility Move Management
- Furniture, Fixtures, & Equipment (FF&E) Design, Procurement & Installation Coordination
- Geotechnical
- Hazardous Material Assessment
- Landscape Architecture
- Mechanical, Electrical, and Plumbing Engineering
- Special Inspection & Material Testing

As consulting firms are needed, Requests for Task Order Proposals are issued to the firms of each applicable shortlist. If selected, a Master Services Agreement with the chosen firm is executed, and the Task Order awarded.

ANALYSIS

Requests for Task Order Proposals are issued to all prequalified professional services consultants within the related pool. Unlike construction contracts, which are awarded by low bid, professional consulting contracts are awarded based on best value.

Each proposal is assessed by a committee comprised of representatives from the Facilities Department, campus staff, program management team, and other District stakeholders as appropriate. A qualitative evaluation based on weighted criteria (including fee, technical approach, project experience, key personnel, and delivery schedule) is performed to determine which firm's proposal provides SBCCD with the best value for the Task Order.

Additionally, individual Professional Services Agreements are issued on an as-needed basis.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The costs will be included in the Bond Construction budget.

Master Services Agreements, Task Orders, and Professional Services Agreements for Bond Construction

Submitted for Ratification August 14, 2025

TASK ORDERS						
Firm	**Pool Approval**	**Amount**	**Site**	**Project**	**Task Order**	**Date Executed**
Leighton Consulting, Inc. Rancho Cucamonga, CA	Special Inspections and Material Testing Services 2/13/2020	$159,992.00	SBVC	Technical Building Replacement	CC03-3640.09 (TO#03-064.6) Special Inspections and Material Testing Services	5/13/2025
Corovan Moving & Storage Corona, CA	Facility Move Management Services 8/4/2024	$301,973.24	SBVC	Technical Building Replacement	CC03-3640.18 (TO#02-004.0) Facility Move Management Services	5/13/2025
Omega Environmental Services, Inc. Newport Beach, CA	Hazardous Materials Assessment Services 2/13/2020	$14,820.00	CHC	Instructional Building	CC02-3640.08 (STO#03-025.1) Hazardous Materials Assessment Services	5/13/2025
NAC Architecture Los Angeles, CA	Architectural & Engineering Services 12/12/2019	$2,600.00	SBVC	Landscape Master Plan	CC03-3640.03 (STO#02-063.4) Architectural & Engineering Services	5/15/2025
TYR, Inc. Huntington Beach, CA	Division of the State Architect Inspector of Record Services 5/13/2021	$20,800.00	CHC	Student Support Building Renovation; Campus-Wide Wayfinding and Signage	CC03-3640.10 (TO#13-034.0) Division of the State Architect Inspector of Record Services	5/28/2025

Master Services Agreements, Task Orders, and Professional Services Agreements for Bond Construction

Submitted for Ratification August 14, 2025

TASK ORDERS						
Firm	**Pool Approval**	**Amount**	**Site**	**Project**	**Task Order**	**Date Executed**
Corovan Moving & Storage Corona, CA	Facility Move Management Services 8/4/2024	$7,559.62	CHC	Student Support Building Renovation	CC03-3640.18 (TO#03-005.0) Facility Move Management Services	5/30/2025
NV5 West, Inc. Riverside, CA	Special Inspections and Material Testing Services 2/13/2020	$32,112.50	CHC	New Performing Arts Center	CC03-3640.09 (STO#03-065.3) Special Inspections and Material Testing Services	6/18/2025
DLR Group Riverside, CA	Architectural & Engineering Services 12/12/2019	$602,785.00	SBVC	Career Pathways 2	CC03-3640.03 (STO#02-064.3) Architectural & Engineering Services	6/25/2025

Master Services Agreements, Task Orders, and Professional Services Agreements for Bond Construction

Submitted for Ratification August 14, 2025

PROFESSIONAL SERVICES AGREEMENTS					
Firm	**Services**	**Amount**	**Site**	**Project**	**Date Executed**
McMurray Stern Santa Fe Springs, CA	FF&E Installation Management Services	$1,116.77	CHC	Crafton Hall Renovation	3/10/2025
*Barragan Corp International Temecula, CA	Safety Compliance Inspection Services	$0.00	SBCCD	District-Wide	6/19/2025
A & I Reprographics Ontario, CA	Construction Document Reproduction	$2,058.79	CHC	Campus-Wide	5/27/2025
A & I Reprographics Ontario, CA	Construction Document Reproduction	$374.11	CHC	Instructional Building	5/29/2025
A & I Reprographics Ontario, CA	Construction Document Reproduction	$3,415.36	CHC	Instructional Building	6/11/2025

*Issued as an amendment.

Master Services Agreements, Task Orders, and Professional Services Agreements for Bond Construction

Submitted for Ratification August 14, 2025

PROFESSIONAL SERVICES AGREEMENTS					
Firm	**Services**	**Amount**	**Site**	**Project**	**Date Executed**
UES Professional Solutions 30 LLC Riverside, CA	Water Penetration and Air Leakage Testing Services	$11,500.00	CHC	New Performing Arts Center	6/2/2025
Verdek LLC Los Angeles, CA	EV Cloud Services	$7,304.14	SBVC	Technical Building Replacement	6/2/2025
Unisource Solutions, Inc. Pico Rivera, CA	FF&E Labor Services	$5,780.75	CHC	New Performing Arts Center	6/17/2025
Tetra Tech, Inc. San Bernardino, CA	CEQA/NEPA (Bird Monitoring) Services	$1,781.00	SBVC	Career Pathways 2	6/23/2025

*Issued as an amendment.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Farrah Farzaneh, Executive Director, Facilities Planning, Construction, & Sustainability

DATE: August 14, 2025

SUBJECT: Ratification of Agreement for Acquisition of Real Property Identified as "Bernstein Property"

RECOMMENDATION

It is recommended that the Board of Trustees ratify the agreement for the acquisition of Real Property identified as "Bernstein Property", which consists of approximately 1.8 acres commonly known as Land Parcel: 0164-013-22-0000.

OVERVIEW

Pursuant to direction from the District Board of Trustees on December 9, 2022, District staff, in consultation with District legal counsel, negotiated a Purchase of Real Estate Agreement that details the terms and conditions of the sale of the Property to the District.

ANALYSIS

This ratification will establish the Board's directives concerning the acquisition of the Property and is in line with its previous direction to staff.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

This purchase will be funded by Measure CC.

Ratification of Agreement for Acquisition of Real Property Identified as "Bernstein Property"

Submitted for Board Ratification August 14, 2025

AIRCRE contracts

STANDARD OFFER, AGREEMENT AND ESCROW INSTRUCTIONS FOR PURCHASE OF REAL ESTATE

(Non-Residential)

Dated: February 11, 2025

1. Buyer.

1.1 San Bernardino Community College District, ("**Buyer**") hereby offers to purchase the real property, hereinafter described, from the owner thereof ("**Seller**") (collectively, the "**Parties**" or individually, a "**Party**"), through an escrow ("**Escrow**") to close ~~30 or~~ on or before July 1, 2025 ~~days after the waiver or satisfaction of the Buyer's Contingencies,~~ ("**Expected Closing Date**") to be held by Crystal Leyvas - Commonwealth Land Title Insurance Company ("**Escrow Holder**") whose address is 601 S. Figueroa St, Suite 4000, Los Angeles, CA 90017, Phone No. (213) 330-3059, Facsimile No. (213) 947-4324 upon the terms and conditions set forth in this agreement ("**Agreement**"). Buyer shall have the right to assign Buyer's rights hereunder, but any such assignment shall not relieve Buyer of Buyer's obligations herein unless Seller expressly releases Buyer.

1.2 The term "**Date of Agreement**" as used herein shall be the date when by execution and delivery (as defined in paragraph 20.2) of this document or a subsequent counteroffer thereto, Buyer and Seller have reached agreement in writing whereby Seller agrees to sell, and Buyer agrees to purchase, the Property upon terms accepted by both Parties.

2. Property.

2.1 The real property ("**Property**") that is the subject of this offer consists of (insert a brief physical description) residential property consisting of approximately 1.8 acres is located in the County of San Bernardino, is commonly known as (street address, city, state, zip) 1112 Grant Ave and is legally described as: _____ (APN: 0164-013-22-0000).

2.2 If the legal description of the Property is not complete or is inaccurate, this Agreement shall not be invalid and the legal description shall be completed or corrected to meet the requirements of Commonwealth Land Title Insurance Company ("**Title Company**"), which shall issue the title policy hereinafter described.

2.3 The Property includes, at no additional cost to Buyer, the permanent improvements thereon, including those items which pursuant to applicable law are a part of the property, as well as the following items, if any, owned by Seller and at present located on the Property: electrical distribution systems (power panel, bus ducting, conduits, disconnects, lighting fixtures); telephone distribution systems (lines, jacks and connections only); space heaters; heating, ventilating, air conditioning equipment ("**HVAC**"); air lines; fire sprinkler systems; security and fire detection systems; carpets; window coverings; wall coverings~~; and~~ _____ (collectively, the "**Improvements**").

2.4 The fire sprinkler monitor: ☐ is owned by Seller and included in the Purchase Price, ☐ is leased by Seller, and Buyer will need to negotiate a new lease with the fire monitoring company, ☐ ownership will be determined during Escrow, or ☑ there is no fire sprinkler monitor.

2.5 Except as provided in Paragraph 2.3, the Purchase Price does not include Seller's personal property, furniture and furnishings, and two (2) sheds from the premises. One shed is made from wood and the other is made from plastic. all of which shall be removed by Seller prior to Closing.

3. Purchase Price.

3.1 The purchase price ("**Purchase Price**") to be paid by Buyer to Seller for the Property shall be $1,150,000, payable as follows: *(Strike any not applicable)*

(a) Cash down payment, including the Deposit as defined in paragraph 4.3 (or if an all cash transaction, the Purchase Price): $1,150,000

~~(b) Amount of "New Loan" as defined in paragraph 5.1, if any:~~ _____

~~(c) Buyer shall take title to the Property subject to and/or assume the following existing deed(s) of trust ("**Existing Deed(s) of Trust**") securing the existing promissory note(s) ("**Existing Note(s)**"):~~

~~(i) An Existing Note ("**First Note**") with an unpaid principal balance as of the Closing of approximately:~~ _____

~~Said First Note is payable at _____ per month, including interest at the rate of _____% per annum until paid (and/or the entire unpaid balance is due on _____).~~

~~(ii) An Existing Note ("**Second Note**") with an unpaid principal balance as of the Closing of approximately:~~ _____

~~Said Second Note is payable at _____ per month, including interest at the rate of _____% per annum until paid (and/or the entire unpaid balance is due on _____).~~

~~(d) Buyer shall give Seller a deed of trust ("**Purchase Money Deed of Trust**") on the property, to secure the promissory note of Buyer to Seller described in paragraph 6 ("**Purchase Money Note**") in the amount of:~~

Total Purchase Price: $1,150,000

_____ _____

_____ _____

INITIALS INITIALS

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3.2 If Buyer is taking title to the Property subject to, or assuming, an Existing Deed of Trust and such deed of trust permits the beneficiary to demand payment of fees including, but not limited to, points, processing fees, and appraisal fees as a condition to the transfer of the Property, Buyer agrees to pay such fees up to a maximum of 1.5% of the unpaid principal balance of the applicable Existing Note.

4. Deposits.

4.1 ☑ Buyer has delivered to Broker a check in the sum of $75,000, payable to Escrow Holder, to be delivered by Broker to Escrow Holder within 2 ~~or _____~~ business days after both Parties have executed this Agreement and the executed Agreement has been delivered to Escrow Holder~~, or ☐ within 2 or _____ business days after both Parties have executed this Agreement and the executed Agreement has been delivered to Escrow Holder Buyer shall deliver to Escrow Holder a check in the sum of _____~~. If said check is not received by Escrow Holder within said time period then Seller may elect to unilaterally terminate this transaction by giving written notice of such election to Escrow Holder whereupon neither Party shall have any further liability to the other under this Agreement. Should Buyer and Seller not enter into an agreement for purchase and sale, Buyer's check or funds shall, upon request by Buyer, be promptly returned to Buyer.

~~4.2 Additional deposits:~~

~~(a) Within 5 business days after the Date of Agreement, Buyer shall deposit with Escrow Holder the additional sum of _____ to be applied to the Purchase Price at the Closing.~~

~~(b) Within 5 business days after the contingencies discussed in paragraph 9.1 (a) through (m) are approved or waived, Buyer shall deposit with Escrow Holder the additional sum of _____ to be applied to the Purchase Price at the Closing.~~

~~(c) If an Additional Deposit is not received by Escrow Holder within the time period provided then Seller may notify Buyer, Escrow Holder, and Brokers, in writing that, unless the Additional Deposit is received by Escrow Holder within 2 business days following said notice, the Escrow shall be deemed terminated without further notice or instructions.~~

4.3 Escrow Holder shall deposit the funds deposited with it by Buyer pursuant to paragraphs 4.1 and 4.2 (collectively the "**Deposit**"), in a State or Federally chartered bank in an interest bearing account whose term is appropriate and consistent with the timing requirements of this transaction. The interest therefrom shall accrue to the benefit of Buyer, who hereby acknowledges that there may be penalties or interest forfeitures if the applicable instrument is redeemed prior to its specified maturity. Buyer's Federal Tax Identification Number is _____. NOTE: Such interest bearing account cannot be opened until Buyer's Federal Tax Identification Number is provided.

4.4 Notwithstanding the foregoing, within 5 days after Escrow Holder receives the monies described in paragraph 4.1 above, Escrow Holder shall release $100 of said monies to Seller as and for independent consideration for Seller's' execution of this Agreement and the granting of the contingency period to Buyer as herein provided. Such independent consideration is non-refundable to Buyer but shall be credited to the Purchase Price in the event that the purchase of the Property is completed.

4.5 Upon waiver of all of Buyer's contingencies the Deposit shall become non-refundable but applicable to the Purchase Price except in the event of a Seller breach, or in the event that the Escrow is terminated pursuant to the provisions of Paragraph 9.1(n) (Destruction, Damage or Loss) or 9.1(o) (Material Change).

~~**5. Financing Contingency.** *(Strike if not applicable)*~~

~~5.1 This offer is contingent upon Buyer obtaining from an insurance company, financial institution or other lender, a commitment to lend to Buyer a sum equal to at least _____% of the Purchase Price, on terms acceptable to Buyer. Such loan (**"New Loan"**) shall be secured by a first deed of trust or mortgage on the Property. If this Agreement provides for Seller to carry back junior financing, then Seller shall have the right to approve the terms of the New Loan. Seller shall have 7 days following receipt of the commitment setting forth the proposed terms of the New Loan to approve or disapprove of such proposed terms. If Seller fails to notify Escrow Holder, in writing, of the disapproval within said 7 days it shall be conclusively presumed that Seller has approved the terms of the New Loan.~~

~~**5.2 If Buyer shall fail to notify its Broker, Escrow Holder and Seller, in writing within _____ days following the Date of Agreement, that the New Loan has not been obtained, it shall be conclusively presumed that Buyer has either obtained said New Loan or has waived this New Loan contingency.**~~

~~5.3 If Buyer shall notify its Broker, Escrow Holder and Seller, in writing, within the time specified in paragraph 5.2 hereof, that Buyer has not obtained said New Loan, this Agreement shall be terminated, and Buyer shall be entitled to the prompt return of the Deposit, plus any interest earned thereon, less only Escrow Holder and Title Company cancellation fees and costs, which Buyer shall pay.~~

~~**6. Seller Financing.** (Purchase Money Note). *(Strike if not applicable)*~~

~~6.1 If Seller approves Buyer's financials (see paragraph 6.5) the Purchase Money Note shall provide for interest on unpaid principal at the rate of _____ % per annum, with principal and interest paid as follows: _____. The Purchase Money Note and Purchase Money Deed of Trust shall be on the current forms commonly used by Escrow Holder, and be junior and subordinate only to the Existing Note(s) and/or the New Loan expressly called for by this Agreement.~~

~~6.2 The Purchase Money Note and/or the Purchase Money Deed of Trust shall contain provisions regarding the following (see also paragraph 10.3 (b)):~~

~~(a) *Prepayment*. Principal may be prepaid in whole or in part at any time without penalty, at the option of the Buyer.~~

~~(b) *Late Charge*. A late charge of 6% shall be payable with respect to any payment of principal, interest, or other charges, not made within 10 days after it is due.~~

~~(c) *Due On Sale*. In the event the Buyer sells or transfers title to the Property or any portion thereof, then the Seller may, at Seller's option, require the entire unpaid balance of said Note to be paid in full.~~

~~6.3 If the Purchase Money Deed of Trust is to be subordinate to other financing, Escrow Holder shall, at Buyer's expense prepare and record on Seller's behalf a request for notice of default and/or sale with regard to each mortgage or deed of trust to which it will be subordinate.~~

~~**6.4 WARNING: CALIFORNIA LAW DOES NOT ALLOW DEFICIENCY JUDGEMENTS ON SELLER FINANCING. IF BUYER ULTIMATELY DEFAULTS ON THE LOAN, SELLER'S SOLE REMEDY IS TO FORECLOSE ON THE PROPERTY.**~~

~~6.5 Seller's obligation to provide financing is contingent upon Seller's reasonable approval of Buyer's financial condition. Buyer to provide a current financial statement and copies of its Federal tax returns for the last 3 years to Seller within 10 days following the Date of Agreement. Seller has 10 days following receipt of such documentation to satisfy itself with regard to Buyer's financial condition and to notify Escrow Holder as to whether or not Buyer's financial condition is acceptable. If Seller fails to notify Escrow Holder, in writing, of the disapproval of this contingency within said time period, it shall be conclusively presumed that Seller has approved Buyer's financial condition. If Seller is not satisfied with Buyer's financial condition or if Buyer fails to deliver the required documentation then Seller may notify Escrow Holder in writing that Seller Financing will not be available, and Buyer shall have the option, within 10 days of the receipt of such notice, to either terminate this transaction or to purchase the Property without Seller financing. If Buyer fails to notify Escrow Holder within said time period of its election to~~

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~~terminate this transaction then Buyer shall be conclusively presumed to have elected to purchase the Property without Seller financing. If Buyer elects to terminate, Buyer's Deposit shall be refunded less Title Company and Escrow Holder cancellation fees and costs, all of which shall be Buyer's obligation.~~

7. Real Estate Brokers.

7.1 Each Party acknowledges receiving a Disclosure Regarding Real Estate Agency Relationship, confirms and consents to the following agency relationships in this transaction with the following real estate broker(s) ("**Brokers**") and/or their agents ("Agent(s)"):

Seller's Brokerage Firm Coldwell Banker License No. 00939614 is the broker of (check one): ☑ the Seller; or ☐ both the Buyer and Seller (dual agent).

Seller's Agent Mary Dimmler-Long License No. 01001124 is (check one): ☑ the Seller's Agent (salesperson or broker associate); or ☐ both the Seller's Agent and the Buyer's Agent (dual agent).

Buyer's Brokerage Firm CBRE, Inc. License No. 00409987 is the broker of (check one): ☑ the Buyer; or ☐ both the Buyer and Seller (dual agent).

Buyer's Agent Austin Reuland License No. 02101405 is (check one): ☑ the Buyer's Agent (salesperson or broker associate); or ☐ both the Buyer's Agent and the Seller's Agent (dual agent).

The Parties acknowledge that other than the Brokers and Agents listed above, there are no other brokers or agents representing the Parties or due any fees and/or commissions under this Agreement. Buyer shall use the services of Buyer's Broker exclusively in connection with any and all negotiations and offers with respect to the Property for a period of 1 year from the date inserted for reference purposes at the top of page 1.

7.2 Buyer and Seller each represent and warrant to the other that he/she/it has had no dealings with any person, firm, broker, agent or finder in connection with the negotiation of this Agreement and/or the consummation of the purchase and sale contemplated herein, other than the Brokers and Agents named in paragraph 7.1, and no broker, agent or other person, firm or entity, other than said Brokers and Agents is/are entitled to any commission or finder's fee in connection with this transaction as the result of any dealings or acts of such Party. Buyer and Seller do each hereby agree to indemnify, defend, protect and hold the other harmless from and against any costs, expenses or liability for compensation, commission or charges which may be claimed by any broker, agent, finder or other similar party, other than said named Brokers and Agents by reason of any dealings or act of the indemnifying Party.

8. Escrow and Closing.

8.1 Upon acceptance hereof by Seller, this Agreement, including any counteroffers incorporated herein by the Parties, shall constitute not only the agreement of purchase and sale between Buyer and Seller, but also instructions to Escrow Holder for the consummation of the Agreement through the Escrow. Escrow Holder shall not prepare any further escrow instructions restating or amending the Agreement unless specifically so instructed by the Parties or a Broker herein. Subject to the reasonable approval of the Parties, Escrow Holder may, however, include its standard general escrow provisions. In the event that there is any conflict between the provisions of the Agreement and the provisions of any additional escrow instructions the provisions of the Agreement shall prevail as to the Parties and the Escrow Holder.

8.2 As soon as practical after the receipt of this Agreement and any relevant counteroffers, Escrow Holder shall ascertain the Date of Agreement as defined in paragraphs 1.2 and 20.2 and advise the Parties and Brokers, in writing, of the date ascertained.

8.3 Escrow Holder is hereby authorized and instructed to conduct the Escrow in accordance with this Agreement, applicable law and custom and practice of the community in which Escrow Holder is located, including any reporting requirements of the Internal Revenue Code. In the event of a conflict between the law of the state where the Property is located and the law of the state where the Escrow Holder is located, the law of the state where the Property is located shall prevail.

8.4 Subject to satisfaction of the contingencies herein described, Escrow Holder shall close this escrow (the "**Closing**") by recording a general warranty deed (a grant deed in California) and the other documents required to be recorded, and by disbursing the funds and documents in accordance with this Agreement.

8.5 Buyer and Seller shall each pay one-half of the Escrow Holder's charges and Seller shall pay the usual recording fees and any required documentary transfer taxes. Seller shall pay the premium for a standard coverage owner's or joint protection policy of title insurance. (See also paragraph 11.)

8.6 Escrow Holder shall verify that all of Buyer's contingencies have been satisfied or waived prior to Closing. The matters contained in paragraphs 9.1 subparagraphs (b), (c), (d), (e), (g), (i), (n), and (o), 9.4, 12, 13, 14, 16, 18, 20, 21, 22, and 24 are, however, matters of agreement between the Parties only and are not instructions to Escrow Holder.

8.7 If this transaction is terminated for non-satisfaction and non-waiver of a Buyer's Contingency, as defined in paragraph 9.2 or disapproval of any other matter subject to Buyer's approval, then neither of the Parties shall thereafter have any liability to the other under this Agreement, except to the extent of a breach of any affirmative covenant or warranty in this Agreement. In the event of such termination, Buyer shall, subject to the provisions of paragraph 8.10, be promptly refunded all funds deposited by Buyer with Escrow Holder, less only the $100 provided for in paragraph 4.4 and the Title Company and Escrow Holder cancellation fees and costs, all of which shall be Buyer's obligation. If this transaction is terminated as a result of Seller's breach of this Agreement then Seller shall pay the Title Company and Escrow Holder cancellation fees and costs.

8.8 The Closing shall occur on the Expected Closing Date, or as soon thereafter as the Escrow is in condition for Closing; provided, however, that if the Closing does not occur by the Expected Closing Date and said Date is not extended by mutual instructions of the Parties, a Party not then in default under this Agreement may notify the other Party, Escrow Holder, and Brokers, in writing that, unless the Closing occurs within 5 business days following said notice, the Escrow shall be deemed terminated without further notice or instructions.

8.9 Except as otherwise provided herein, the termination of Escrow shall not relieve or release either Party from any obligation to pay Escrow Holder's fees and costs or constitute a waiver, release or discharge of any breach or default that has occurred in the performance of the obligations, agreements, covenants or warranties contained therein.

8.10 If this Escrow is terminated for any reason other than Seller's breach or default, then as a condition to the return of Buyer's deposit, Buyer shall within 5 days after written request deliver to Seller, at no charge, copies of all surveys, engineering studies, soil reports, maps, master plans, feasibility studies and other similar items prepared by or for Buyer that pertain to the Property.

9. Contingencies to Closing.

9.1 **IF, BEFORE EXPIRATION OF THE APPLICABLE TIME, BUYER FAILS TO PROVIDE ESCROW HOLDER WRITTEN NOTICE OF BUYER'S DISAPPROVAL OF ANY OF BUYER'S CONTINGENCIES OR ANY OTHER MATTER THAT IS SUBJECT TO BUYER'S APPROVAL IN THIS AGREEMENT, THEN BUYER SHALL BE CONCLUSIVELY DEEMED TO HAVE SATISFIED SUCH BUYER'S CONTINGENCIES AND/OR APPROVED OF SUCH OTHER MATTERS**. If a number of days is completed in any of the optional spaces in subparagraphs 9.1 (a) through (m), then such number shall apply and override the pre-printed number, even if the pre-printed number is not stricken. The Closing of this transaction is contingent upon the satisfaction or waiver of the following contingencies:

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(a) *Disclosure*. Seller shall make to Buyer, through Escrow, all of the applicable disclosures required by law (See AIR CRE ("**AIR**") standard form entitled "**Seller's Mandatory Disclosure Statement**") and provide Buyer with a completed Property Information Sheet ("**Property Information Sheet**") concerning the Property, duly executed by or on behalf of Seller in the current form or equivalent to that published by the AIR within 10 ~~or~~ _____ days following the Date of Agreement. Buyer has 10 days from the receipt of said disclosures to approve or disapprove the matters disclosed.

(b) *Physical Inspection*. Buyer has ~~10 or~~ 75 days following ~~the receipt of the Property Information Sheet or~~ the Date of Agreement, ~~whichever is later,~~ to satisfy itself with regard to the physical aspects and size of the Property.

(c) *Hazardous Substance Conditions Report*. Buyer has ~~30 or~~ 75 days following ~~the receipt of the Property Information Sheet or~~ the Date of Agreement, ~~whichever is later,~~ to satisfy itself with regard to the environmental aspects of the Property. Seller recommends that Buyer obtain a Hazardous Substance Conditions Report concerning the Property and relevant adjoining properties. Any such report shall be paid for by Buyer. A "**Hazardous Substance**" for purposes of this Agreement is defined as any substance whose nature and/or quantity of existence, use, manufacture, disposal or effect, render it subject to Federal, state or local regulation, investigation, remediation or removal as potentially injurious to public health or welfare. A "**Hazardous Substance Condition**" for purposes of this Agreement is defined as the existence on, under or relevantly adjacent to the Property of a Hazardous Substance that would require remediation and/or removal under applicable Federal, state or local law.

(d) *Soil Inspection*. Buyer has ~~30 or~~ 75 days following the ~~receipt of the Property Information Sheet or the~~ Date of Agreement~~, whichever is later~~, to satisfy itself with regard to the condition of the soils on the Property. Seller recommends that Buyer obtain a soil test report. Any such report shall be paid for by Buyer. Seller shall provide Buyer copies of any soils report that Seller may have within 10 days following the Date of Agreement.

(e) *Governmental Approvals*. Buyer has ~~30 or~~ 75 days following the Date of Agreement to satisfy itself with regard to approvals and permits from governmental agencies or departments which have or may have jurisdiction over the Property and which Buyer deems necessary or desirable in connection with its intended use of the Property, including, but not limited to, permits and approvals required with respect to zoning, planning, building and safety, fire, police, handicapped and Americans with Disabilities Act requirements, transportation and environmental matters.

(f) *Conditions of Title*. Escrow Holder shall cause a current commitment for title insurance ("**Title Commitment**") concerning the Property issued by the Title Company, as well as legible copies of all documents referred to in the Title Commitment ("**Underlying Documents**"), and a scaled and dimensioned plot showing the location of any easements to be delivered to Buyer within ~~10 or~~ 75 days following the Date of Agreement. Buyer has 75~~10~~ days from the Date of Agreement ~~receipt of the Title Commitment, the Underlying Documents and the plot plan~~ to satisfy itself with regard to the condition of title. The disapproval by Buyer of any monetary encumbrance, which by the terms of this Agreement is not to remain against the Property after the Closing, shall not be considered a failure of this contingency, as Seller shall have the obligation, at Seller's expense, to satisfy and remove such disapproved monetary encumbrance at or before the Closing.

(g) *Survey*. Buyer has ~~30 or~~ 75 days following the Date of Agreement ~~receipt of the Title Commitment and Underlying Documents~~ to satisfy itself with regard to any ALTA title supplement based upon a survey prepared to American Land Title Association ("**ALTA**") standards for an owner's policy by a licensed surveyor, showing the legal description and boundary lines of the Property, any easements of record, and any improvements, poles, structures and things located within 10 feet of either side of the Property boundary lines. Any such survey shall be prepared at Buyer's direction and expense. If Buyer has obtained a survey and approved the ALTA title supplement, Buyer may elect within the period allowed for Buyer's approval of a survey to have an ALTA extended coverage owner's form of title policy, in which event Buyer shall pay any additional premium attributable thereto.

(h) *Existing Leases and Tenancy Statements*. Seller shall within 10 ~~or~~ _____ days following the Date of Agreement provide both Buyer and Escrow Holder with legible copies of all leases, subleases or rental arrangements (collectively, "**Existing Leases**") affecting the Property, and with a tenancy statement ("**Estoppel Certificate**") in the latest form or equivalent to that published by the AIR, executed by Seller and/or each tenant and subtenant of the Property. Seller shall use its best efforts to have each tenant complete and execute an Estoppel Certificate. If any tenant fails or refuses to provide an Estoppel Certificate then Seller shall complete and execute an Estoppel Certificate for that tenancy. Buyer has 10 days from the receipt of said Existing Leases and Estoppel Certificates to satisfy itself with regard to the Existing Leases and any other tenancy issues.

(i) *Owner's Association*. Seller shall within 10 ~~or~~ _____ days following the Date of Agreement provide Buyer with a statement and transfer package from any owner's association servicing the Property. Such transfer package shall at a minimum include: copies of the association's bylaws, articles of incorporation, current budget and financial statement. Buyer has 10 days from the receipt of such documents to satisfy itself with regard to the association.

(j) *Other Agreements*. Seller shall within 10 ~~or~~ _____ days following the Date of Agreement provide Buyer with legible copies of all other agreements ("**Other Agreements**") known to Seller that will affect the Property after Closing. Buyer has ~~10~~ 75 days from the Date of Agreement ~~receipt of said Other Agreements~~ to satisfy itself with regard to such Agreements.

~~(k) *Financing*. If paragraph 5 hereof dealing with a financing contingency has not been stricken, the satisfaction or waiver of such New Loan contingency.~~

(l) *Existing Notes*. If paragraph 3.1(c) has not been stricken, Seller shall within 10 ~~or~~ _____ days following the Date of Agreement provide Buyer with legible copies of the Existing Notes, Existing Deeds of Trust and related agreements (collectively, "**Loan Documents**") to which the Property will remain subject after the Closing. Escrow Holder shall promptly request from the holders of the Existing Notes a beneficiary statement ("**Beneficiary Statement**") confirming: (1) the amount of the unpaid principal balance, the current interest rate, and the date to which interest is paid, and (2) the nature and amount of any impounds held by the beneficiary in connection with such loan. Buyer has ~~10 or~~ 75 days following the Date of Agreement ~~receipt of the Loan Documents and Beneficiary Statements~~ to satisfy itself with regard to such financing. Buyer's obligation to close is conditioned upon Buyer being able to purchase the Property without acceleration or change in the terms of any Existing Notes or charges to Buyer except as otherwise provided in this Agreement or approved by Buyer, provided, however, Buyer shall pay the transfer fee referred to in paragraph 3.2 hereof. Likewise if Seller is to carry back a Purchase Money Note then Seller shall within 10 ~~or~~ _____ days following the Date of Agreement provide Buyer with a copy of the proposed Purchase Money Note and Purchase Money Deed of Trust. Buyer has ~~10 or~~ 75 days following the Date of Agreement ~~receipt of such documents~~ to satisfy itself with regard to the form and content thereof.

(m) *Personal Property*. In the event that any personal property is included in the Purchase Price, Buyer has ~~10 or~~ 75 days following the Date of Agreement to satisfy itself with regard to the title condition of such personal property. Seller recommends that Buyer obtain a UCC-1 report. Any such report shall be paid for by Buyer. Seller shall provide Buyer copies of any liens or encumbrances affecting such personal property that it is aware of within 10 ~~or~~ _____ days following the Date of Agreement.

(n) *Destruction, Damage or Loss*. Subsequent to the Date of Agreement and prior to Closing there shall not have occurred a destruction of, or damage or loss to, the Property or any portion thereof, from any cause whatsoever, which would cost more than $10,000.00 to repair or cure. If the cost of repair or cure is $10,000.00 or less, Seller shall repair or cure the loss prior to the Closing. Buyer shall have the option, within 10 days after receipt of written notice of a loss costing more than $10,000.00 to repair or cure, to either terminate this Agreement or to purchase the Property notwithstanding such loss, but without deduction or offset

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against the Purchase Price. If the cost to repair or cure is more than $10,000.00, and Buyer does not elect to terminate this Agreement, Buyer shall be entitled to any insurance proceeds applicable to such loss. Unless otherwise notified in writing, Escrow Holder shall assume no such destruction, damage or loss has occurred prior to Closing.

(o) *Material Change*. Buyer shall have 10 days following receipt of written notice of a Material Change within which to satisfy itself with regard to such change. "**Material Change**" shall mean a substantial adverse change in the use, occupancy, tenants, title, or condition of the Property that occurs after the date of this offer and prior to the Closing. Unless otherwise notified in writing, Escrow Holder shall assume that no Material Change has occurred prior to the Closing.

(p) *Seller Performance*. The delivery of all documents and the due performance by Seller of each and every undertaking and agreement to be performed by Seller under this Agreement.

(q) *Brokerage Fee*. Payment at the Closing of such brokerage fee as is specified in this Agreement or later written instructions to Escrow Holder executed by Seller and Brokers ("**Brokerage Fee**"). It is agreed by the Parties and Escrow Holder that Brokers are a third party beneficiary of this Agreement insofar as the Brokerage Fee is concerned, and that no change shall be made with respect to the payment of the Brokerage Fee specified in this Agreement, without the written consent of Brokers.

9.2 The contingencies specified in subparagraphs 9.1(a) through (m) are for the benefit of, and may be waived by, Buyer, and are referred to collectively as "**Buyer's Contingencies**" and individually as a "**Buyer's Contingency**."

9.3 Buyer's timely and written disapproval or conditional approval of a Buyer's Contingency or any other matter that is subject to Buyer's approval in this Agreement shall constitute disapproval thereof ("**Disapproved Item(s)**"). Concurrent with notice of a Disapproved Item, Buyer may make a request to Seller regarding such Disapproved Item ("**Buyer's Request**"). If Buyer fails to make a timely and written Buyer's Request, then this Agreement shall terminate due to the non-satisfaction and non-waiver of a contingency. Seller may respond to a Buyer's Request within 10 days following Seller's receipt thereof ("**Seller's Response**"). Seller's acceptance of a Buyer's Request shall amend this Agreement accordingly. If Seller fails to provide a timely and written Seller's Response, then Seller's Response shall be deemed to be a rejection of Buyer's Request. Buyer may, within 10 days following the earlier of Buyer's receipt of a Seller's Response (which is not an acceptance of Buyer's Request) or the date of Seller's deemed rejection of a Buyer's Request ("**Buyer's Reply Period**"), reply to a Seller's Response ("**Buyer's Reply**") and elect to (i) terminate this Agreement due to the non-satisfaction and non-waiver of the applicable contingency, (ii) accept the Seller's Response in which event this Agreement shall be amended accordingly, or (iii) withdraw Buyer's Request and waive the Disapproved Item in which event Buyer shall accept the Property subject to the Disapproved Item. If Buyer fails to provide a timely and written Buyer's Reply, then Buyer shall be deemed to have elected to terminate this Agreement as of the end of the Buyer's Reply Period. The date Buyer accepts a Seller's Response or withdraws a Buyer's Request and waives a Disapproved Item shall be the date of Buyer's approval of the Disapproved Item. A Party shall provide to Escrow Holder copy of all notices of a Disapproved Item, Buyer's Request, Seller's Response and Buyer's Reply and Escrow Holder shall promptly provide copies thereof to the other Party. Unless the Parties in writing agree otherwise, if the Expected Closing Date is a specific calendar date and a Buyer's Reply Period expires after such specific calendar date, then notwithstanding paragraph 1.1, the Expected Closing Date shall be extended to be 3 business days after the earlier of the date Buyer withdraws a Buyer's Request and waives the applicable Disapproved Item or Buyer accepts the applicable Seller's Response.

9.4 The Parties acknowledge that extensive local, state and Federal legislation establish broad liability upon owners and/or users of real property for the investigation and remediation of Hazardous Substances. The determination of the existence of a Hazardous Substance Condition and the evaluation of the impact of such a condition are highly technical and beyond the expertise of Brokers. The Parties acknowledge that they have been advised by Brokers to consult their own technical and legal experts with respect to the possible presence of Hazardous Substances on the Property or adjoining properties, and Buyer and Seller are not relying upon any investigation by or statement of Brokers with respect thereto. The Parties hereby assume all responsibility for the impact of such Hazardous Substances upon their respective interests herein.

10. Documents and Other Items Required at or Before Closing.

10.1 Five days prior to the Closing date Escrow Holder shall obtain an updated Title Commitment concerning the Property from the Title Company and provide copies thereof to each of the Parties.

10.2 Seller shall deliver to Escrow Holder in time for delivery to Buyer at the Closing:

(a) Grant or general warranty deed, duly executed and in recordable form, conveying fee title to the Property to Buyer.

(b) If applicable, the Beneficiary Statements concerning Existing Note(s).

(c) If applicable, the Existing Leases and Other Agreements together with duly executed assignments thereof by Seller and Buyer. The assignment of Existing Leases shall be on the most recent Assignment and Assumption of Lessor's Interest in Lease form published by the AIR or its equivalent.

(d) An affidavit executed by Seller to the effect that Seller is not a "foreign person" within the meaning of Internal Revenue Code Section 1445 or successor statutes. If Seller does not provide such affidavit in form reasonably satisfactory to Buyer at least 3 business days prior to the Closing, Escrow Holder shall at the Closing deduct from Seller's proceeds and remit to the Internal Revenue Service such sum as is required by applicable Federal law with respect to purchases from foreign sellers.

(e) If the Property is located in California, an affidavit executed by Seller to the effect that Seller is not a ''nonresident" within the meaning of California Revenue and Tax Code Section 18662 or successor statutes. If Seller does not provide such affidavit in form reasonably satisfactory to Buyer at least 3 business days prior to the Closing, Escrow Holder shall at the Closing deduct from Seller's proceeds and remit to the Franchise Tax Board such sum as is required by such statute.

(f) If applicable, a bill of sale, duly executed, conveying title to any included personal property to Buyer.

(g) If the Seller is a corporation, a duly executed corporate resolution authorizing the execution of this Agreement and the sale of the Property.

10.3 Buyer shall deliver to Seller through Escrow:

(a) The cash portion of the Purchase Price and such additional sums as are required of Buyer under this Agreement shall be deposited by Buyer with Escrow Holder, by federal funds wire transfer, or any other method acceptable to Escrow Holder in immediately collectable funds, no later than 2:00 P.M. on the business day prior to the Expected Closing Date provided, however, that Buyer shall not be required to deposit such monies into Escrow if at the time set for the deposit of such monies Seller is in default or has indicated that it will not perform any of its obligations hereunder. Instead, in such circumstances in order to reserve its rights to proceed Buyer need only provide Escrow with evidence establishing that the required monies were available.

(b) If a Purchase Money Note and Purchase Money Deed of Trust are called for by this Agreement, the duly executed originals of those documents, the Purchase Money Deed of Trust being in recordable form, together with evidence of fire insurance on the improvements in the amount of the full replacement cost naming Seller as a mortgage loss payee, and a real estate tax service contract (at Buyer's expense), assuring Seller of notice of the status of payment of real property taxes during the life of the Purchase Money Note.

(c) The Assignment and Assumption of Lessor's Interest in Lease form specified in paragraph 10.2(c) above, duly executed by Buyer.

(d) Assumptions duly executed by Buyer of the obligations of Seller that accrue after Closing under any Other Agreements.

(e) If applicable, a written assumption duly executed by Buyer of the loan documents with respect to Existing Notes.

(f) If the Buyer is a corporation, a duly executed corporate resolution authorizing the execution of this Agreement and the purchase of the Property.

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10.4 At Closing, Escrow Holder shall cause to be issued to Buyer a standard coverage (or ALTA extended, if elected pursuant to 9.1(g)) owner's form policy of title insurance effective as of the Closing, issued by the Title Company in the full amount of the Purchase Price, insuring title to the Property vested in Buyer, subject only to the exceptions approved by Buyer. In the event there is a Purchase Money Deed of Trust in this transaction, the policy of title insurance shall be a joint protection policy insuring both Buyer and Seller.

IMPORTANT: IN A PURCHASE OR EXCHANGE OF REAL PROPERTY, IT MAY BE ADVISABLE TO OBTAIN TITLE INSURANCE IN CONNECTION WITH THE CLOSE OF ESCROW SINCE THERE MAY BE PRIOR RECORDED LIENS AND ENCUMBRANCES WHICH AFFECT YOUR INTEREST IN THE PROPERTY BEING ACQUIRED. A NEW POLICY OF TITLE INSURANCE SHOULD BE OBTAINED IN ORDER TO ENSURE YOUR INTEREST IN THE PROPERTY THAT YOU ARE ACQUIRING.

11. Prorations and Adjustments.

11.1 *Taxes*. Applicable real property taxes and special assessment bonds shall be prorated through Escrow as of the date of the Closing, based upon the latest tax bill available. The Parties agree to prorate as of the Closing any taxes assessed against the Property by supplemental bill levied by reason of events occurring prior to the Closing. Payment of the prorated amount shall be made promptly in cash upon receipt of a copy of any supplemental bill.

11.2 *Insurance*. **WARNING**: Any insurance which Seller may have maintained will terminate on the Closing. Buyer is advised to obtain appropriate insurance to cover the Property.

11.3 *Rentals, Interest and Expenses*. Scheduled rentals, interest on Existing Notes, utilities, and operating expenses shall be prorated as of the date of Closing. The Parties agree to promptly adjust between themselves outside of Escrow any rents received after the Closing.

11.4 *Security Deposit*. Security Deposits held by Seller shall be given to Buyer as a credit to the cash required of Buyer at the Closing.

11.5 *Post Closing Matters*. Any item to be prorated that is not determined or determinable at the Closing shall be promptly adjusted by the Parties by appropriate cash payment outside of the Escrow when the amount due is determined.

11.6 *Variations in Existing Note Balances*. In the event that Buyer is purchasing the Property subject to an Existing Deed of Trust(s), and in the event that a Beneficiary Statement as to the applicable Existing Note(s) discloses that the unpaid principal balance of such Existing Note(s) at the closing will be more or less than the amount set forth in paragraph 3.1(c) hereof ("**Existing Note Variation**"), then the Purchase Money Note(s) shall be reduced or increased by an amount equal to such Existing Note Variation. If there is to be no Purchase Money Note, the cash required at the Closing per paragraph 3.1(a) shall be reduced or increased by the amount of such Existing Note Variation.

11.7 *Variations in New Loan Balance*. In the event Buyer is obtaining a New Loan and the amount ultimately obtained exceeds the amount set forth in paragraph 5.1, then the amount of the Purchase Money Note, if any, shall be reduced by the amount of such excess.

11.8 *Owner's Association Fees*. Escrow Holder shall: (i) bring Seller's account with the association current and pay any delinquencies or transfer fees from Seller's proceeds, and (ii) pay any up front fees required by the association from Buyer's funds.

12. Representations and Warranties of Seller and Disclaimers.

12.1 Seller's warranties and representations shall survive the Closing and delivery of the deed for a period of 3 years, and any lawsuit or action based upon them must be commenced within such time period. Seller's warranties and representations are true, material and relied upon by Buyer and Brokers in all respects. Seller hereby makes the following warranties and representations to Buyer and Brokers:

(a) *Authority of Seller*. Seller is the owner of the Property and/or has the full right, power and authority to sell, convey and transfer the Property to Buyer as provided herein, and to perform Seller's obligations hereunder.

(b) *Maintenance During Escrow and Equipment Condition At Closing*. Except as otherwise provided in paragraph 9.1(n) hereof, Seller shall maintain the Property until the Closing in its present condition, ordinary wear and tear excepted.

(c) *Hazardous Substances/Storage Tanks*. Seller has no knowledge, except as otherwise disclosed to Buyer in writing, of the existence or prior existence on the Property of any Hazardous Substance, nor of the existence or prior existence of any above or below ground storage tank.

(d) *Compliance*. Except as otherwise disclosed in writing, Seller has no knowledge of any aspect or condition of the Property which violates applicable laws, rules, regulations, codes or covenants, conditions or restrictions, or of improvements or alterations made to the Property without a permit where one was required, or of any unfulfilled order or directive of any applicable governmental agency or casualty insurance company requiring any investigation, remediation, repair, maintenance or improvement be performed on the Property.

(e) *Changes in Agreements*. Prior to the Closing, Seller will not violate or modify any Existing Lease or Other Agreement, or create any new leases or other agreements affecting the Property, without Buyer's written approval, which approval will not be unreasonably withheld.

(f) *Possessory Rights*. Seller has no knowledge that anyone will, at the Closing, have any right to possession of the Property, except as disclosed by this Agreement or otherwise in writing to Buyer.

(g) *Mechanics' Liens*. There are no unsatisfied mechanics' or materialmens' lien rights concerning the Property.

(h) *Actions, Suits or Proceedings*. Seller has no knowledge of any actions, suits or proceedings pending or threatened before any commission, board, bureau, agency, arbitrator, court or tribunal that would affect the Property or the right to occupy or utilize same.

(i) *Notice of Changes*. Seller will promptly notify Buyer and Brokers in writing of any Material Change (see paragraph 9.1(o)) affecting the Property that becomes known to Seller prior to the Closing.

(j) *No Tenant Bankruptcy Proceedings*. Seller has no notice or knowledge that any tenant of the Property is the subject of a bankruptcy or insolvency proceeding.

(k) *No Seller Bankruptcy Proceedings*. Seller is not the subject of a bankruptcy, insolvency or probate proceeding.

(l) *Personal Property*. Seller has no knowledge that anyone will, at the Closing, have any right to possession of any personal property included in the Purchase Price nor knowledge of any liens or encumbrances affecting such personal property, except as disclosed by this Agreement or otherwise in writing to Buyer.

12.2 Buyer hereby acknowledges that, except as otherwise stated in this Agreement, Buyer is purchasing the Property in its existing condition and will, by the time called for herein, make or have waived all inspections of the Property Buyer believes are necessary to protect its own interest in, and its contemplated use of, the Property. The Parties acknowledge that, except as otherwise stated in this Agreement, no representations, inducements, promises, agreements, assurances, oral or written, concerning the Property, or any aspect of the occupational safety and health laws, Hazardous Substance laws, or any other act, ordinance or law, have been made by either Party or Brokers, or relied upon by either Party hereto.

12.3 In the event that Buyer learns that a Seller representation or warranty might be untrue prior to the Closing, and Buyer elects to purchase the Property anyway then, and in that event, Buyer waives any right that it may have to bring an action or proceeding against Seller or Brokers regarding said representation or warranty.

12.4 Any environmental reports, soils reports, surveys, and other similar documents which were prepared by third party consultants and provided to Buyer by Seller or Seller's representatives, have been delivered as an accommodation to Buyer and without any representation or warranty as to the sufficiency, accuracy, completeness, and/or validity of said documents, all of which Buyer relies on at its own risk. Seller believes said documents to be accurate, but Buyer is advised to

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retain appropriate consultants to review said documents and investigate the Property.

13. Possession.
Possession of the Property shall be given to Buyer at the Closing subject to the rights of tenants under Existing Leases.

14. Buyer's Entry.
At any time during the Escrow period, Buyer, and its agents and representatives, shall have the right at reasonable times and subject to rights of tenants, to enter upon the Property for the purpose of making inspections and tests specified in this Agreement. No destructive testing shall be conducted, however, without Seller's prior approval which shall not be unreasonably withheld. Following any such entry or work, unless otherwise directed in writing by Seller, Buyer shall return the Property to the condition it was in prior to such entry or work, including the re-compaction or removal of any disrupted soil or material as Seller may reasonably direct. All such inspections and tests and any other work conducted or materials furnished with respect to the Property by or for Buyer shall be paid for by Buyer as and when due and Buyer shall indemnify, defend, protect and hold harmless Seller and the Property of and from any and all claims, liabilities, losses, expenses (including reasonable attorneys' fees), damages, including those for injury to person or property, arising out of or relating to any such work or materials or the acts or omissions of Buyer, its agents or employees in connection therewith.

15. Further Documents and Assurances.
The Parties shall each, diligently and in good faith, undertake all actions and procedures reasonably required to place the Escrow in condition for Closing as and when required by this Agreement. The Parties agree to provide all further information, and to execute and deliver all further documents, reasonably required by Escrow Holder or the Title Company.

16. Attorneys' Fees.
If any Party or Broker brings an action or proceeding (including arbitration) involving the Property whether founded in tort, contract or equity, or to declare rights hereunder, the Prevailing Party (as hereafter defined) in any such proceeding, action, or appeal thereon, shall be entitled to reasonable attorneys' fees and costs. Such fees may be awarded in the same suit or recovered in a separate suit, whether or not such action or proceeding is pursued to decision or judgment. The term "**Prevailing Party**" shall include, without limitation, a Party or Broker who substantially obtains or defeats the relief sought, as the case may be, whether by compromise, settlement, judgment, or the abandonment by the other Party or Broker of its claim or defense. The attorneys' fees award shall not be computed in accordance with any court fee schedule, but shall be such as to fully reimburse all attorneys' fees reasonably incurred.

17. Prior Agreements/Amendments.
17.1 This Agreement supersedes any and all prior agreements between Seller and Buyer regarding the Property.
17.2 Amendments to this Agreement are effective only if made in writing and executed by Buyer and Seller.

18. Broker's Rights.
18.1 If this sale is not consummated due to the default of either the Buyer or Seller, the defaulting Party shall be liable to and shall pay to Brokers the Brokerage Fee that Brokers would have received had the sale been consummated. If Buyer is the defaulting party, payment of said Brokerage Fee is in addition to any obligation with respect to liquidated or other damages.
18.2 Upon the Closing, Brokers are authorized to publicize the facts of this transaction.

19. Notices.
19.1 Whenever any Party, Escrow Holder or Brokers herein shall desire to give or serve any notice, demand, request, approval, disapproval or other communication, each such communication shall be in writing and shall be delivered personally, by messenger, or by mail, postage prepaid, to the address set forth in this agreement or by facsimile transmission, electronic signature, digital signature, or email.
19.2 Service of any such communication shall be deemed made on the date of actual receipt if personally delivered, or transmitted by facsimile transmission, electronic signature, digital signature, or email. Any such communication sent by regular mail shall be deemed given 48 hours after the same is mailed. Communications sent by United States Express Mail or overnight courier that guarantee next day delivery shall be deemed delivered 24 hours after delivery of the same to the Postal Service or courier. If such communication is received on a Saturday, Sunday or legal holiday, it shall be deemed received on the next business day.
19.3 Any Party or Broker hereto may from time to time, by notice in writing, designate a different address to which, or a different person or additional persons to whom, all communications are thereafter to be made.

20. Duration of Offer.
~~20.1 If this offer is not accepted by Seller on or before 5:00 P.M. according to the time standard applicable to the city of _____ on the date of _____, it shall be deemed automatically revoked.~~
20.2 The acceptance of this offer, or of any subsequent counteroffer hereto, that creates an agreement between the Parties as described in paragraph 1.2, shall be deemed made upon delivery to the other Party or either Broker herein of a duly executed writing unconditionally accepting the last outstanding offer or counteroffer.

21. LIQUIDATED DAMAGES. (This Liquidated Damages paragraph is applicable only if initialed by both Parties).
THE PARTIES AGREE THAT IT WOULD BE IMPRACTICABLE OR EXTREMELY DIFFICULT TO FIX, PRIOR TO SIGNING THIS AGREEMENT, THE ACTUAL DAMAGES WHICH WOULD BE SUFFERED BY SELLER IF BUYER FAILS TO PERFORM ITS OBLIGATIONS UNDER THIS AGREEMENT. THEREFORE, IF, AFTER THE SATISFACTION OR WAIVER OF ALL CONTINGENCIES PROVIDED FOR THE BUYER'S BENEFIT, BUYER BREACHES THIS AGREEMENT, SELLER SHALL BE ENTITLED TO LIQUIDATED DAMAGES IN THE AMOUNT OF $34,500.00 . UPON PAYMENT OF SAID SUM TO SELLER, BUYER SHALL BE RELEASED FROM ANY FURTHER LIABILITY TO SELLER, AND ANY ESCROW CANCELLATION FEES AND TITLE COMPANY CHARGES SHALL BE PAID BY SELLER.

_____ _____
Buyer's Initials Seller's Initials

~~**22. ARBITRATION OF DISPUTES.** (This Arbitration of Disputes paragraph is applicable only if initialed by both Parties.)~~
~~**22.1 ANY CONTROVERSY AS TO WHETHER SELLER IS ENTITLED TO LIQUIDATED DAMAGES AND/OR BUYER IS ENTITLED TO THE RETURN OF THE DEPOSIT SHALL BE DETERMINED BY BINDING ARBITRATION ADMINISTERED BY THE JUDICIAL ARBITRATION & MEDIATION SERVICES, INC. ("JAMS") IN ACCORDANCE WITH**~~

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_____ _____
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~~ITS COMMERCIAL ARBITRATION RULES ("COMMERCIAL RULES"). ARBITRATION HEARINGS SHALL BE HELD IN THE COUNTY WHERE THE PROPERTY IS LOCATED. SUCH CONTROVERSY SHALL BE ARBITRATED BY A SINGLE ARBITRATOR, APPOINTED UNDER THE COMMERCIAL RULES WHO HAS HAD AT LEAST 5 YEARS OF EXPERIENCE IN THE TYPE OF REAL ESTATE THAT IS THE SUBJECT OF THIS AGREEMENT. THE ARBITRATOR SHALL HEAR AND DETERMINE SAID CONTROVERSY IN ACCORDANCE WITH APPLICABLE LAW OF THE JURISDICTION WHERE THE PROPERTY IS LOCATED, THE INTENTION OF THE PARTIES AS EXPRESSED IN THIS AGREEMENT AND ANY AMENDMENTS THERETO, AND UPON THE EVIDENCE PRODUCED AT AN ARBITRATION HEARING. PRE-ARBITRATION DISCOVERY SHALL BE PERMITTED IN ACCORDANCE WITH THE COMMERCIAL RULES OR STATE LAW APPLICABLE TO ARBITRATION PROCEEDINGS. THE ARBITRATOR SHALL RENDER AN AWARD WITHIN 30 DAYS AFTER THE CONCLUSION OF THE HEARING, WHICH MAY INCLUDE ATTORNEYS' FEES AND COSTS TO THE PREVAILING PARTY PER PARAGRAPH 16 HEREOF AND SHALL BE ACCOMPANIED BY A REASONED OPINION. THE FAILURE OR REFUSAL OF A PARTY TO PAY SUCH PARTY'S REQUIRED SHARE OF THE DEPOSITS FOR ARBITRATOR COMPENSATION OR ADMINISTRATIVE CHARGES SHALL CONSTITUTE A WAIVER BY SUCH PARTY TO PRESENT EVIDENCE OR CROSS-EXAMINE WITNESSES, BUT SUCH WAIVER SHALL NOT ALLOW FOR A DEFAULT JUDGMENT AGAINST THE NON-PAYING PARTY IN THE ABSENCE OF EVIDENCE AND LEGAL ARGUMENT AS THE ARBITRATOR MAY REQUIRE FOR MAKING AN AWARD. JUDGMENT MAY BE ENTERED ON THE AWARD IN ANY COURT OF COMPETENT JURISDICTION NOTWITHSTANDING THE FAILURE OF A PARTY DULY NOTIFIED OF THE ARBITRATION HEARING TO APPEAR THEREAT.~~

~~22.2 BUYER'S RESORT TO OR PARTICIPATION IN SUCH ARBITRATION PROCEEDINGS SHALL NOT BAR SUIT IN A COURT OF COMPETENT JURISDICTION BY THE BUYER FOR DAMAGES AND/OR SPECIFIC PERFORMANCE UNLESS AND UNTIL THE ARBITRATION RESULTS IN AN AWARD TO THE SELLER OF LIQUIDATED DAMAGES, IN WHICH EVENT SUCH AWARD SHALL ACT AS A BAR AGAINST ANY ACTION BY BUYER FOR DAMAGES AND/OR SPECIFIC PERFORMANCE.~~

~~22.3 NOTICE: BY INITIALING IN THE SPACE BELOW YOU ARE AGREEING TO HAVE ANY DISPUTE ARISING OUT OF THE MATTERS INCLUDED IN THE "ARBITRATION OF DISPUTES" PROVISION DECIDED BY NEUTRAL ARBITRATION AS PROVIDED BY CALIFORNIA LAW AND YOU ARE GIVING UP ANY RIGHTS YOU MIGHT POSSESS TO HAVE THE DISPUTE LITIGATED IN A COURT OR JURY TRIAL. BY INITIALING IN THE SPACE BELOW YOU ARE GIVING UP YOUR JUDICIAL RIGHTS TO DISCOVERY AND APPEAL, UNLESS SUCH RIGHTS ARE SPECIFICALLY INCLUDED IN THE "ARBITRATION OF DISPUTES" PROVISION. IF YOU REFUSE TO SUBMIT TO ARBITRATION AFTER AGREEING TO THIS PROVISION, YOU MAY BE COMPELLED TO ARBITRATE UNDER THE AUTHORITY OF THE CALIFORNIA CODE OF CIVIL PROCEDURE. YOUR AGREEMENT TO THIS ARBITRATION PROVISION IS VOLUNTARY.~~

~~WE HAVE READ AND UNDERSTAND THE FOREGOING AND AGREE TO SUBMIT DISPUTES ARISING OUT OF THE MATTERS INCLUDED IN THE "ARBITRATION OF DISPUTES" PROVISION TO NEUTRAL ARBITRATION.~~

Buyer's Initials _____ Seller's Initials _____

23. Miscellaneous.

23.1 **Binding Effect**. This Agreement shall be binding on the Parties without regard to whether or not paragraphs 21 and 22 are initialed by both of the Parties. Paragraphs 21 and 22 are each incorporated into this Agreement only if initialed by both Parties at the time that the Agreement is executed. Signatures to this Agreement accomplished by means of electronic signature or similar technology shall be legal and binding.

23.2 **Applicable Law**. This Agreement shall be governed by, and paragraph 22.3 is amended to refer to, the laws of the state in which the Property is located. Any litigation or arbitration between the Parties hereto concerning this Agreement shall be initiated in the county in which the Property is located.

23.3 **Time of Essence**. Time is of the essence of this Agreement.

23.4 **Counterparts**. This Agreement may be executed by Buyer and Seller in counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Escrow Holder, after verifying that the counterparts are identical except for the signatures, is authorized and instructed to combine the signed signature pages on one of the counterparts, which shall then constitute the Agreement.

23.5 **Waiver of Jury Trial. THE PARTIES HEREBY WAIVE THEIR RESPECTIVE RIGHTS TO TRIAL BY JURY IN ANY ACTION OR PROCEEDING INVOLVING THE PROPERTY OR ARISING OUT OF THIS AGREEMENT.**

23.6 **Conflict**. Any conflict between the printed provisions of this Agreement and the typewritten or handwritten provisions shall be controlled by the typewritten or handwritten provisions. **Seller and Buyer must initial any and all handwritten provisions**.

23.7 **1031 Exchange**. Both Seller and Buyer agree to cooperate with each other in the event that either or both wish to participate in a 1031 exchange. Any party initiating an exchange shall bear all costs of such exchange. The cooperating Party shall not have any liability (special or otherwise) for damages to the exchanging Party in the event that the sale is delayed and/or that the sale otherwise fails to qualify as a 1031 exchange.

23.8 **Days**. Unless otherwise specifically indicated to the contrary, the word "days" as used in this Agreement shall mean and refer to calendar days.

24. Disclosures Regarding the Nature of a Real Estate Agency Relationship.

24.1 The Parties and Brokers agree that their relationship(s) shall be governed by the principles set forth in the applicable sections of the California Civil Code, as summarized in paragraph 24.2.

24.2 When entering into a discussion with a real estate agent regarding a real estate transaction, a Buyer or Seller should from the outset understand what type of agency relationship or representation it has with the agent or agents in the transaction. Buyer and Seller acknowledge being advised by the Brokers in this transaction, as follows:

(a) *Seller's Agent*. A Seller's agent under a listing agreement with the Seller acts as the agent for the Seller only. A Seller's agent or subagent has the following affirmative obligations: (1) *To the Seller:* A fiduciary duty of utmost care, integrity, honesty, and loyalty in dealings with the Seller. (2) *To the Buyer and the Seller:* a. Diligent exercise of reasonable skills and care in performance of the agent's duties. b. A duty of honest and fair dealing and good faith. c. A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the Parties. An agent is not obligated to reveal to either Party any confidential information obtained from the other Party which does not involve the affirmative duties set forth above.

(b) *Buyer's Agent*. A selling agent can, with a Buyer's consent, agree to act as agent for the Buyer only. In these situations, the agent is not the Seller's agent, even if by agreement the agent may receive compensation for services rendered, either in full or in part from the Seller. An agent acting only for a Buyer has the following affirmative obligations. (1) *To the Buyer:* A fiduciary duty of utmost care, integrity, honesty, and loyalty in dealings with the Buyer. (2) *To the Buyer and the Seller:* a. Diligent exercise of reasonable skills and care in performance of the agent's duties. b. A duty of honest and fair dealing and good faith. c. A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the Parties. An agent is not obligated to reveal to either Party any confidential information obtained from the other Party which does not involve the affirmative duties set forth above.

(c) *Agent Representing Both Seller and Buyer*. A real estate agent, either acting directly or through one or more associate licensees, can legally be the

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agent of both the Seller and the Buyer in a transaction, but only with the knowledge and consent of both the Seller and the Buyer. (1) In a dual agency situation, the agent has the following affirmative obligations to both the Seller and the Buyer: a. A fiduciary duty of utmost care, integrity, honesty and loyalty in the dealings with either Seller or the Buyer. b. Other duties to the Seller and the Buyer as stated above in their respective sections (a) or (b) of this paragraph 24.2. (2) In representing both Seller and Buyer, the agent may not, without the express permission of the respective Party, disclose to the other Party confidential information, including, but not limited to, facts relating to either Buyer's or Seller's financial position, motivations, bargaining position, or other personal information that may impact price, including Seller's willingness to accept a price less than the listing price or Buyer's willingness to pay a price greater than the price offered. (3) The above duties of the agent in a real estate transaction do not relieve a Seller or Buyer from the responsibility to protect their own interests. Buyer and Seller should carefully read all agreements to assure that they adequately express their understanding of the transaction. A real estate agent is a person qualified to advise about real estate. If legal or tax advice is desired, consult a competent professional. Buyer has the duty to exercise reasonable care to protect Buyer, including as to those facts about the Property which are known to Buyer or within Buyer's diligent attention and observation. Both Seller and Buyer should strongly consider obtaining tax advice from a competent professional because the federal and state tax consequences of a transaction can be complex and subject to change.

(d) *Further Disclosures*. Throughout this transaction Buyer and Seller may receive more than one disclosure, depending upon the number of agents assisting in the transaction. Buyer and Seller should each read its contents each time it is presented, considering the relationship between them and the real estate agent in this transaction and that disclosure. Buyer and Seller each acknowledge receipt of a disclosure of the possibility of multiple representation by the Broker representing that principal. This disclosure may be part of a listing agreement, buyer representation agreement or separate document. Buyer understands that Broker representing Buyer may also represent other potential buyers, who may consider, make offers on or ultimately acquire the Property. Seller understands that Broker representing Seller may also represent other sellers with competing properties that may be of interest to this Buyer. Brokers have no responsibility with respect to any default or breach hereof by either Party. The Parties agree that no lawsuit or other legal proceeding involving any breach of duty, error or omission relating to this transaction may be brought against Broker more than one year after the Date of Agreement and that the liability (including court costs and attorneys' fees), of any Broker with respect to any breach of duty, error or omission relating to this Agreement shall not exceed the fee received by such Broker pursuant to this Agreement; provided, however, that the foregoing limitation on each Broker's liability shall not be applicable to any gross negligence or willful misconduct of such Broker.

24.3 *Confidential Information.* Buyer and Seller agree to identify to Brokers as "Confidential" any communication or information given Brokers that is considered by such Party to be confidential.

25. Construction of Agreement. In construing this Agreement, all headings and titles are for the convenience of the Parties only and shall not be considered a part of this Agreement. Whenever required by the context, the singular shall include the plural and vice versa. This Agreement shall not be construed as if prepared by one of the Parties, but rather according to its fair meaning as a whole, as if both Parties had prepared it.

26. Additional Provisions.

Additional provisions of this offer, if any, are as follows or are attached hereto by an addendum or addenda consisting of paragraphs 26.1 through 26.4 . (If there are no additional provisions write "NONE".)

26.1 Seller to vacate tenant prior to closing. Seller to prorate all taxes at closing.
26.2 All parties are aware the purchase contract is not on a residential contract. The Property is a residential home on 1.8 acres of land. At the time of Purchase, the property is zoned for residential.
26.3 If the Property does not close by either party defaulting, no commission is due from Seller.
26.4 Seller is to remove brick planter boxes.

ATTENTION: NO REPRESENTATION OR RECOMMENDATION IS MADE BY AIR CRE OR BY ANY BROKER AS TO THE LEGAL SUFFICIENCY, LEGAL EFFECT, OR TAX CONSEQUENCES OF THIS AGREEMENT OR THE TRANSACTION TO WHICH IT RELATES. THE PARTIES ARE URGED TO:

1. SEEK ADVICE OF COUNSEL AS TO THE LEGAL AND TAX CONSEQUENCES OF THIS AGREEMENT.

2. RETAIN APPROPRIATE CONSULTANTS TO REVIEW AND INVESTIGATE THE CONDITION OF THE PROPERTY. SAID INVESTIGATION SHOULD INCLUDE BUT NOT BE LIMITED TO: THE POSSIBLE PRESENCE OF HAZARDOUS SUBSTANCES, THE ZONING OF THE PROPERTY, THE INTEGRITY AND CONDITION OF ANY STRUCTURES AND OPERATING SYSTEMS, AND THE SUITABILITY OF THE PROPERTY FOR BUYER'S INTENDED USE.

WARNING: IF THE PROPERTY IS LOCATED IN A STATE OTHER THAN CALIFORNIA, CERTAIN PROVISIONS OF THIS AGREEMENT MAY NEED TO BE REVISED TO COMPLY WITH THE LAWS OF THE STATE IN WHICH THE PROPERTY IS LOCATED.

NOTE:

1. **THIS FORM IS NOT FOR USE IN CONNECTION WITH THE SALE OF RESIDENTIAL PROPERTY.**
2. **IF EITHER PARTY IS A CORPORATION, IT IS RECOMMENDED THAT THIS AGREEMENT BE SIGNED BY TWO CORPORATE OFFICERS.**

The undersigned Buyer offers and agrees to buy the Property on the terms and conditions stated and acknowledges receipt of a copy hereof.

Date: _____

BROKER

CBRE, Inc.

Attn: Austin Reuland
Title: _____
Address: _____

_____
INITIALS

BUYER

San Bernardino Community College District

By: _____
Name Printed: _____

_____
INITIALS

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Phone: _____
Fax: _____
Email: _____
Federal ID No.: _____
Broker DRE License #: 00409987
Agent DRE License #: 02101405

Title: _____
Phone: _____
Fax: _____
Email: _____

By: _____
Name Printed: _____
Title: _____
Phone: _____
Fax: _____
Email: _____

Address: _____
Federal ID No.: _____

27. Acceptance.

27.1 Seller accepts the foregoing offer to purchase the Property and hereby agrees to sell the Property to Buyer on the terms and conditions therein specified.

27.2 In consideration of real estate brokerage service rendered by Brokers, Seller agrees to pay Brokers a real estate Brokerage Fee in a sum equal to 5 % of the Purchase Price to be divided between the Brokers as follows: Seller's Broker 2 % and Buyer's Broker 3 %. This Agreement shall serve as an irrevocable instruction to Escrow Holder to pay such Brokerage Fee to Brokers out of the proceeds accruing to the account of Seller at the Closing.

27.3 Seller acknowledges receipt of a copy hereof and authorizes Brokers to deliver a signed copy to Buyer.

NOTE: A PROPERTY INFORMATION SHEET IS REQUIRED TO BE DELIVERED TO BUYER BY SELLER UNDER THIS AGREEMENT.

Date: _____

BROKER

Coldwell Banker

Attn: Mary Dimmler-Long
Title: _____

Address: _____
Phone: _____
Fax: _____
Email: _____
Federal ID No.: _____
Broker DRE License #: 00939614
Agent's DRE License #: 01001124

SELLER

Daniel Bernstein

By: _____
Name Printed: _____
Title: _____
Phone: _____
Fax: _____
Email: _____

By: _____
Name Printed: _____
Title: _____
Phone: _____
Fax: _____
Email: _____

Address: _____
Federal ID No.: _____

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DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP

(As required by the Civil Code)

When you enter into a discussion with a real estate agent regarding a real estate transaction, you should from the outset understand what type of agency relationship or representation you wish to have with the agent in the transaction.

SELLER'S AGENT

A Seller's agent under a listing agreement with the Seller acts as the agent for the Seller only. A Seller's agent or a subagent of that agent has the following affirmative obligations:

To the Seller: A fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Seller.

To the Buyer and the Seller:

(a) Diligent exercise of reasonable skill and care in performance of the agent's duties.

(b) A duty of honest and fair dealing and good faith.

(c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties.

An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

BUYER'S AGENT

A Buyer's agent can, with a Buyer's consent, agree to act as agent for the Buyer only. In these situations, the agent is not the Seller's agent, even if by agreement the agent may receive compensation for services rendered, either in full or in part from the Seller. An agent acting only for a Buyer has the following affirmative obligations:

To the Buyer: A fiduciary duty of utmost care, integrity, honesty and loyalty in dealings with the Buyer.

To the Buyer and the Seller:

(a) Diligent exercise of reasonable skill and care in performance of the agent's duties.

(b) A duty of honest and fair dealing and good faith.

(c) A duty to disclose all facts known to the agent materially affecting the value or desirability of the property that are not known to, or within the diligent attention and observation of, the parties.

An agent is not obligated to reveal to either party any confidential information obtained from the other party that does not involve the affirmative duties set forth above.

AGENT REPRESENTING BOTH SELLER AND BUYER

A real estate agent, either acting directly or through one or more salesperson and broker associates, can legally be the agent of both the Seller and the Buyer in a transaction, but only with the knowledge and consent of both the Seller and the Buyer.

In a dual agency situation, the agent has the following affirmative obligations to both the Seller and the Buyer:

(a) A fiduciary duty of utmost care, integrity, honesty and loyalty in the dealings with either the Seller or the Buyer.

(b) Other duties to the Seller and the Buyer as stated above in their respective sections.

In representing both Seller and Buyer, a dual agent may not, without the express permission of the respective party, disclose to the other party confidential information, including, but not limited to, facts relating to either the Buyer's or Seller's financial position, motivations, bargaining position, or other personal information that may impact price, including the Seller's willingness to accept a price less than the listing price or the Buyer's willingness to pay a price greater than the price offered.

SELLER AND BUYER RESPONSIBILITIES

Either the purchase agreement or a separate document will contain a confirmation of which agent is representing you and whether that agent is representing you exclusively in the transaction or acting as a dual agent. Please pay attention to that confirmation to make sure it accurately reflects your understanding of your agent's role. The above duties of the agent in a real estate transaction do not relieve a Seller or Buyer from the responsibility to protect his or her own interests. You should carefully read all agreements to assure that they adequately express your understanding of the transaction. A real estate agent is a person qualified to advise about real estate. If legal or tax advice is desired, consult a competent professional. If you are a Buyer, you have the duty to exercise reasonable care to protect yourself, including as to those facts about the property which are known to you or within your diligent attention and observation. Both Sellers and Buyers should strongly consider obtaining tax advice from a competent professional because the federal and state tax consequences of a transaction can be complex and subject to change.

Throughout your real property transaction you may receive more than one disclosure form, depending upon the number of agents assisting in the transaction. The law requires each agent with whom you have more than a casual relationship to present you with this disclosure form. You should read its contents each time it is presented to you, considering the relationship between you and the real estate agent in your specific transaction. **This disclosure form includes the provisions of Sections 2079.13 to 2079.24, inclusive, of the Civil Code set forth on page 2. Read it carefully. I/WE ACKNOWLEDGE RECEIPT OF A COPY OF THIS DISCLOSURE AND THE PORTIONS OF THE CIVIL CODE PRINTED ON THE BACK (OR A SEPARATE PAGE).**

☑ Buyer ☐ Seller ☐ Lessor ☐ Lessee _____ Date: _____

☐ Buyer ☑ Seller ☐ Lessor ☐ Lessee _____ Date: _____

Agent: CBRE, Inc. DRE Lic. #: 00409987
Real Estate Broker (Firm)

By: Austin Reuland DRE Lic. #: 02101405 Date: 1/9/25
(Salesperson or Broker-Associate)

_____ _____
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Last Edited: 2/11/2025 10:19 AM

THIS FORM HAS BEEN PREPARED BY AIR CRE. NO REPRESENTATION IS MADE AS TO THE LEGAL VALIDITY OR ADEQUACY OF THIS FORM FOR ANY SPECIFIC TRANSACTION. PLEASE SEEK LEGAL COUNSEL AS TO THE APPROPRIATENESS OF THIS FORM.

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_____ _____
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DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP
CIVIL CODE SECTIONS 2079.13 THROUGH 2079.24 (2079.16 APPEARS ON THE FRONT)

2079.13. As used in Sections 2079.7 and 2079.14 to 2079.24, inclusive, the following terms have the following meanings:
(a) "Agent" means a person acting under provisions of Title 9 (commencing with Section 2295) in a real property transaction, and includes a person who is licensed as a real estate broker under Chapter 3 (commencing with Section 10130) of Part 1 of Division 4 of the Business and Professions Code, and under whose license a listing is executed or an offer to purchase is obtained. The agent in the real property transaction bears responsibility for that agent's salespersons or broker associates who perform as agents of the agent. When a salesperson or broker associate owes a duty to any principal, or to any buyer or seller who is not a principal, in a real property transaction, that duty is equivalent to the duty owed to that party by the broker for whom the salesperson or broker associate functions. **(b)** "Buyer" means a transferee in a real property transaction, and includes a person who executes an offer to purchase real property from a seller through an agent, or who seeks the services of an agent in more than a casual, transitory, or preliminary manner, with the object of entering into a real property transaction. "Buyer" includes vendee or lessee of real property. **(c)** "Commercial real property" means all real property in the state, except (1) single-family residential real property, (2) dwelling units made subject to Chapter 2 (commencing with Section 1940) of Title 5, (3) a mobile home, as defined in Section 798.3, (4) vacant land, or (5) a recreational vehicle, as defined in Section 799.29. **(d)** "Dual agent" means an agent acting, either directly or through a salesperson or broker associate, as agent for both the seller and the buyer in a real property transaction. **(e)** "Listing agreement" means a written contract between a seller of real property and an agent, by which the agent has been authorized to sell the real property or to find or obtain a buyer, including rendering other services for which a real estate license is required to the seller pursuant to the terms of the agreement. **(f)** "Seller's agent" means a person who has obtained a listing of real property to act as an agent for compensation. **(g)** "Listing price" is the amount expressed in dollars specified in the listing for which the seller is willing to sell the real property through the seller's agent. **(h)** "Offering price" is the amount expressed in dollars specified in an offer to purchase for which the buyer is willing to buy the real property. **(i)** "Offer to purchase" means a written contract executed by a buyer acting through a buyer's agent that becomes the contract for the sale of the real property upon acceptance by the seller. **(j)** "Real property" means any estate specified by subdivision (1) or (2) of Section 761 in property, and includes (1) single-family residential property, (2) multi-unit residential property with more than four dwelling units, (3) commercial real property, (4) vacant land, (5) a ground lease coupled with improvements, or (6) a manufactured home as defined in Section 18007 of the Health and Safety Code, or a mobile home as defined in Section 18008 of the Health and Safety Code, when offered for sale or sold through an agent pursuant to the authority contained in Section 10131.6 of the Business and Professions Code. **(k)** "Real property transaction" means a transaction for the sale of real property in which an agent is retained by a buyer, seller, or both a buyer and seller to act in that transaction, and includes a listing or an offer to purchase. **(l)** "Sell," "sale," or "sold" refers to a transaction for the transfer of real property from the seller to the buyer and includes exchanges of real property between the seller and buyer, transactions for the creation of a real property sales contract within the meaning of Section 2985, and transactions for the creation of a leasehold exceeding one year's duration. **(m)** "Seller" means the transferor in a real property transaction and includes an owner who lists real property with an agent, whether or not a transfer results, or who receives an offer to purchase real property of which he or she is the owner from an agent on behalf of another. "Seller" includes both a vendor and a lessor of real property. **(n)** "Buyer's agent" means an agent who represents a buyer in a real property transaction.

2079.14. A seller's agent and buyer's agent shall provide the seller and buyer in a real property transaction with a copy of the disclosure form specified in Section 2079.16, and shall obtain a signed acknowledgment of receipt from that seller and buyer, except as provided in Section 2079.15, as follows: **(a)** The seller's agent, if any, shall provide the disclosure form to the seller prior to entering into the listing agreement. **(b)** The buyer's agent shall provide the disclosure form to the buyer as soon as practicable prior to execution of the buyer's offer to purchase. If the offer to purchase is not prepared by the buyer's agent, the buyer's agent shall present the disclosure form to the buyer not later than the next business day after receiving the offer to purchase from the buyer.

2079.15. In any circumstance in which the seller or buyer refuses to sign an acknowledgment of receipt pursuant to Section 2079.14, the agent shall set forth, sign, and date a written declaration of the facts of the refusal.

2079.16 Reproduced on Page 1 of this AD form.

2079.17(a) As soon as practicable, the buyer's agent shall disclose to the buyer and seller whether the agent is acting in the real property transaction as the buyer's agent, or as a dual agent representing both the buyer and the seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller, the buyer, and the buyer's agent prior to or coincident with execution of that contract by the buyer and the seller, respectively. **(b)** As soon as practicable, the seller's agent shall disclose to the seller whether the seller's agent is acting in the real property transaction as the seller's agent, or as a dual agent representing both the buyer and seller. This relationship shall be confirmed in the contract to purchase and sell real property or in a separate writing executed or acknowledged by the seller and the seller's agent prior to or coincident with the execution of that contract by the seller.
(C) CONFIRMATION: The following agency relationships are confirmed for this transaction.

Seller's Brokerage Firm DO NOT COMPLETE, SAMPLE ONLY License Number _____
Is the broker of (check one): ☐ the seller; or ☐ both the buyer and seller. (dual agent)
Seller's Agent DO NOT COMPLETE, SAMPLE ONLY License Number _____
Is (check one): ☐ the Seller's Agent. (salesperson or broker associate); or ☐ both the Buyer's Agent and the Seller's Agent. (dual agent)
Buyer's Brokerage Firm DO NOT COMPLETE, SAMPLE ONLY License Number _____
Is the broker of (check one): ☐ the buyer; or ☐ both the buyer and seller. (dual agent)
Buyer's Agent DO NOT COMPLETE, SAMPLE ONLY License Number _____
Is (check one): ☐ the Buyer's Agent. (salesperson or broker associate); or ☐ both the Buyer's Agent and the Seller's Agent. (dual agent)

(d) The disclosures and confirmation required by this section shall be in addition to the disclosure required by Section 2079.14. An agent's duty to provide disclosure and confirmation of representation in this section may be performed by a real estate salesperson or broker associate affiliated with that broker.

2079.18 (Repealed pursuant to AB-1289, 2017-18 California Legislative session)

2079.19 The payment of compensation or the obligation to pay compensation to an agent by the seller or buyer is not necessarily determinative of a particular agency relationship between an agent and the seller or buyer. A listing agent and a selling agent may agree to share any compensation or commission paid, or any right to any compensation or commission for which an obligation arises as the result of a real estate transaction, and the terms of any such agreement shall not necessarily be determinative of a particular relationship.

2079.20 Nothing in this article prevents an agent from selecting, as a condition of the agent's employment, a specific form of agency relationship not specifically

_____ _____
_____ _____
INITIALS INITIALS

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prohibited by this article if the requirements of Section 2079.14 and Section 2079.17 are complied with.

2079.21 (a) A dual agent may not, without the express permission of the seller, disclose to the buyer any confidential information obtained from the seller. **(b)** A dual agent may not, without the express permission of the buyer, disclose to the seller any confidential information obtained from the buyer. **(c)** "Confidential information" means facts relating to the client's financial position, motivations, bargaining position, or other personal information that may impact price, such as the seller is willing to accept a price less than the listing price or the buyer is willing to pay a price greater than the price offered. **(d)** This section does not alter in any way the duty or responsibility of a dual agent to any principal with respect to confidential information other than price.

2079.22 Nothing in this article precludes a seller's agent from also being a buyer's agent. If a seller or buyer in a transaction chooses to not be represented by an agent, that does not, of itself, make that agent a dual agent.

2079.23 (a) A contract between the principal and agent may be modified or altered to change the agency relationship at any time before the performance of the act which is the object of the agency with the written consent of the parties to the agency relationship. **(b)** A lender or an auction company retained by a lender to control aspects of a transaction of real property subject to this part, including validating the sales price, shall not require, as a condition of receiving the lender's approval of the transaction, the homeowner or listing agent to defend or indemnify the lender or auction company from any liability alleged to result from the actions of the lender or auction company. Any clause, provision, covenant, or agreement purporting to impose an obligation to defend or indemnify a lender or an auction company in violation of this subdivision is against public policy, void, and unenforceable.

2079.24 Nothing in this article shall be construed to either diminish the duty of disclosure owed buyers and sellers by agents and their associate licensees, subagents, and employees or to relieve agents and their associate licensees, subagents, and employees from liability for their conduct in connection with acts governed by this article or for any breach of a fiduciary duty or a duty of disclosure.

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INITIALS INITIALS

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Farrah Farzaneh, Executive Director, Facilities Planning, Construction, & Sustainability

DATE: August 14, 2025

SUBJECT: Ratification of Approval of Pre-Development Agreement of RFQ/T #01-2324-03 Request for Qualifications and Pre-Development Agreement Terms for the Mixed-Use Development of Site K and that the approval of the agreement is exempt from the California Environmental Quality Act

RECOMMENDATION

It is recommended that the Board of Trustees ratifies approval of the Pre-Development Agreement (RFQ/T #01-2324-03) between the San Bernardino Community College District, The Annex Group, LLC, and Jamboree Housing Corporation, and determine that the approval of the agreement is exempt from the California Environmental Quality Act.

OVERVIEW

On February 13, 2025, the Board authorized the District Chancellor, or their designee, to execute and deliver all documents deemed necessary or advisable by the Chancellor and legal counsel to finalize agreements related to the lease of the property and the development of the Housing Project.

This agreement includes the mixed-use design of the traditional and apartment-style student housing units, workforce and student housing apartments and retail, targeting District students, faculty, and employees. It will also include affordable housing apartment units designed to attract Low Income Housing Tax Credits and/or similar funding programs.

ANALYSIS

A Request for Qualifications and Pre-Development Agreement Terms for the Mixed-Use Development of Site K was issued on May 28, 2024 to seek proposals from interested developers for a mixed-use project including student and workforce housing uses on Site K. Proposals were received from the following entities:

1. Housing and Education Resource Development
2. LightPoint Group

3. Union Development Holdings, LLC (an affiliated development entity of The Annex Group, LLC)

After a review of the submitted proposals and interviews by the review committee, Union Development Holdings, LLC, was selected to move forward with negotiations of the Pre-Development Agreement.

In addition, the District has reviewed the provisions of the California Environmental Quality Act ("CEQA") (Pub. Resources Code, § 21000 et seq.) and the State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.). CEQA Guidelines section 15061(b)(3) provides that where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is exempt from CEQA. The District has reviewed the proposed approval of the Agreement and has determined that the proposed approval of the Agreement is exempt from CEQA under CEQA Guidelines section 15061(b)(3) as it can be seen with certainty that there is no possibility that the proposed approval of the Agreement may have a significant effect on the environment and if and when the use of the Site K Property requires a discretionary action and CEQA review, that future use and project will be analyzed at the appropriate time in accordance with CEQA.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications at this time.

8.14.2025

CHANCELLOR'S REPORT

SBCCD SHARES LEADERSHIP INSIGHTS IN THE BAY AREA

SBCCD was recently represented in the Bay Area, where Chancellor Diana Rodriguez spoke at a forum of community college leaders from across California. Drawing on her 24 years of leadership experience in the community college system, Chancellor Rodriguez highlighted SBCCD's

cont. on page 3

SBCCD'S EDCT POWERS WORKFORCE GROWTH ACROSS THE INLAND EMPIRE

SBCCD's Economic Development and Corporate Training Center (EDCT) is helping adults build better futures through hands-on, accelerated job training programs. With a focus on closing skills gaps, uplifting under-served communities, and connecting

cont. on page 4

SBCCD AT THE UC DAVIS CEO INSTITUTE ON COMMUNITY COLLEGE LEADERSHIP

Chancellor Diana Rodriguez was recently invited to speak at the UC Davis Wheelhouse CEO Institute, joining a panel titled "Reflections on Resilience: Anticipating and Responding to Inevitable Challenges."

This important discussion focused on how community colleges are addressing

cont. on page 3

THIS IS SBCCD

CHC STUDENT SELECTED FOR STANFORD MED PREP PROGRAM

Lyilah Peña, who just graduated with honors from Crafton Hills College May 23rd, has been selected to participate in Stanford University's six-week Medical School Preparation program this summer. Lyilah was among just 20 students selected out of more than 2,000 applicants.

The CHC Honors Institute member earned an impressive 3.9 GPA, completing a selection of highly challenging courses. She is also a member of the campus MESA program.

Lyilah's achievement is even more remarkable considering the obstacles she has overcome to achieve at such a high level. Being the first in her family to attend college, she did not benefit from consistent motivation. But the Honors Institute and MESA program she participated in at Crafton helped keep her on track to excel. She said that the faculty and staff in these two programs were "very passionate educators that have motivated me to dream bigger. My experience at Crafton was one based on community. I look forward to continuing my interests in the STEM field."

The college's Honors Institute and MESA programs continue to encourage students to perform at their highest capabilities and value their communal experiences.

SBVC JAZZ BAND REVIVED AFTER 25 YEARS

Giancarlo Anderson and his talented students are responsible for bringing Jazz back to SBVC. He started teaching classes on popular American music in spring 2024, and when he inquired why it appeared that no one was teaching the jazz combination in the catalog, Anderson was asked if he wanted to do it.

"I had to get word out that there's a jazz band," said Anderson, a percussionist who has played with jazz greats Bobby Sanabria and Poncho Sanchez.

When classes started, his students were eager to play, and Anderson incorporated styles like Latin and Brazilian jazz and pop so they could engage with other musical traditions and cultures. "I welcome everyone who wants to join the band," he said, and it is his goal to build their confidence. In addition to the band's SBVC performance, they have also been invited to play at a jazz concert in San Bernardino.

Anderson aims to bring more musicians to campus for master classes and concerts, offer additional classes, collaborate more with other departments and grow the band. He credits the ensemble's success so far to his students' hard work and support from other instructors, SBVC's Arts and Humanities division, administrators, and family and friends. With their first concert under their belts, Anderson knows his students' capabilities and has high expectations of them.

cont. from page 1

progress and priorities, while also learning from the experiences of peers statewide.

The event served as a valuable opportunity to exchange ideas and insights on key topics impacting colleges today—such as participatory governance, crisis communication, equity, and diversity. These conversations emphasized how critical inclusive practices are in shaping effective educational strategies for diverse student populations.

As Chair of Region 9 on the California Community Colleges CEO Board, Chancellor Rodriguez recently participated in her first meeting in this leadership role. A key discussion point was the evolving landscape of accreditation and DEIA (Diversity, Equity, Inclusion, and Accessibility) standards.

During the meeting, members received an important update: while no federal mandate currently requires anti-DEI language, colleges may face potential risks—particularly with federal grant applications—if DEI language remains in accreditation materials and prompts whistleblower complaints. Legal reviews and internal audits are underway to help institutions understand and assess this possible exposure.

As always, SBCCD remains committed to staying informed, adapting strategically, and championing equitable access to higher education.

cont. from page 1

the real challenges students face—from housing insecurity and mental health to financial stress. Chancellor Rodriguez shared SBCCD's approach, including how we:

- Align strategic goals with student needs
- Engage in participatory governance with the Board, faculty, and staff
- Emphasize collaboration and timely action

She called it an energizing opportunity to connect with college leaders across the state and gather fresh ideas to bring back to our district.

Chancellor Rodriguez is proud that SBCCD is recognized as a district that leads with resilience, equity, and a deep commitment to student success.

SBCCD CONSTRUCTION GENERATES $200 MILLION

SBCCD released a press statement this week showing how Measure CC construction projects are powering the local economy.

By the numbers:

$200M+ in total economic impact

250 regional businesses awarded contracts

$14M+ in local wages supported

56% local hire rate; above the Board's 50% goal

Completed:

- Public Safety Training Center (CHC)
- Applied Technology Building (SBVC)

Coming soon:

- Performing Arts Center (CHC, Sept 2025)
- Student Services Building (SBVC, 2027)

Please share this news with your networks. It's a clear example of SBCCD delivering on our promise to voters:

- Invest in students
- Strengthen the economy
- Support our local workforce

cont. from page 1

people to in-demand, good-paying jobs, EDCT is creating real impact.

By the Numbers (Since July 2023)

2,200+ Individuals Trained
12 Regional Community Colleges Supported
20% Average Wage Increase
90%+ Job Placement Rate

EDCT partners with employers, government agencies, and nonprofits to design workforce training aligned with real-world industry needs. One standout effort includes a Clean Vehicle Technologies Mini Academy, developed in partnership with the San Bernardino County Fleet Department, offering training from entry-level to advanced.

EDCT also works with Inland Economic and Growth Opportunity (IEGO), the Inland Empire/Desert Regional Consortium, and the Western Riverside Council of Governments to deliver EV Essentials Training, preparing workers for the growing electric vehicle sector.

As one of just 13 institutions statewide to hold a Multiple Employer Contract through the California Employment Training Panel (ETP), EDCT delivers tailored workforce solutions for regional businesses.

Local Impact from State Investment

$1.5 Million in ETP Funds Reinvested Locally
1,611 Workers Trained
70 New Jobs Created
190 New Hires

The result? A stronger workforce, thriving businesses, and a growing local economy—powered by SBCCD's commitment to opportunity and innovation.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

SBCCD and regional partners are powering the future of clean energy through electric vehicle (EV) training programs.

KVCR Wins 2 Emmys!

KVCR Public Media, the Inland Empire's trusted PBS and NPR station, has earned two Emmy Awards for outstanding storytelling and meaningful community impact. As a public service of SBCCD, KVCR continues to uplift local voices and tell the stories that matter most to our region.

In the Documentary category, The Warehouse Empire, directed by Sofia Figueroa, received honors for its in-depth exploration of the warehouse industry's environmental and social impacts on the Inland Empire.

In the Interview/Discussion category, The Inland Edition episode featuring Chris Burns, CEO of Boys Republic, was recognized for its powerful portrayal of a nonprofit school that provides life-changing support for youth facing gang involvement, mental health challenges, and behavioral issues.

We proudly congratulate the talented KVCR team on this well-deserved recognition. Their commitment to journalism, storytelling, and public service is a shining example of the excellence within the SBCCD family.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Nohemy Ornelas, Vice Chancellor of Educational and Student Support Services

PREPARED BY: Dr. Christopher Crew, Executive Director of Research, Planning, and Institutional Effectiveness

DATE: August 14, 2025

SUBJECT: Strategic Plan Goal - 1 Status Update

RECOMMENDATION

This item is for information only and no action is necessary.

OVERVIEW

The current document provides a review of important actions and highlights related to Goal 1 (Eliminate Barriers to Student Access and Success).

ANALYSIS

SBCCD is committed to improving student experiences by expanding academic programs, streamlining processes, and enhancing workforce development. These initiatives promote equity, benefit our communities, and position SBCCD to secure new funding, ensuring continued support for our students and regional needs.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success.

FINANCIAL IMPLICATIONS

There are no financial implications.

2025-2026 SBCCD STRATEGIC PLAN AND OBJECTIVES

MONTHLY STATUS UPDATE

FALL 2025

GOAL 1: ELIMINATE BARRIERS TO STUDENT ACCESS AND SUCCESS

Increasing Student Offerings

- ☑ SBCCD is developing an associate degree in Ethnic Studies and short-term certificates in Black and Latinx Studies.
- ☑ SBCCD partnered with Redlands USD to facilitate the sharing of FAFSA data. As a result, SBCCD is offering bilingual workshops to assist students with completing FAFSA and DREAM Act applications.

Streamlining Processes

- ☑ SBCCD integrated placement directly into the CCCApply application, eliminating a separate form and simplifying the process for new students.

Expanding our Workforce Development

- ☑ SBCCD launched free noncredit programs in nursing, home health, math, ASL for customer service, and more to meet local job market needs.
- ☑ SBCCD is exploring industry-recognized certificates in business, accounting, and computer systems that lead to in-demand jobs.
- ☑ SBCCD hosted a roundtable with 20 legislative offices to promote workforce goals and position the district for new funding.

Outcome Achieved

SBCCD has secured $366,000 to enhance the Rising Scholars program, which supports students affected by the justice system. This funding will expand staffing and services through 2028, strengthening collaborations with reentry programs and nonprofit organizations. The initiative promotes equity and community reintegration by providing educational opportunities that empower individuals seeking to rebuild their lives.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Heather M. Madole, Administrative Officer

DATE: August 14, 2025

SUBJECT: Board Master Planning Action Calendar

RECOMMENDATION

This item is for information only.

OVERVIEW

The Board Master Planning Action Calendar is a schedule of items for board discussion or action. Board items are subject to change and are updated and posted in the monthly board business meeting agendas.

ANALYSIS

The Board Master Planning Action Calendar serves as a blueprint that can be used to improve planning and increase transparency districtwide.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

BOARD MASTER PLANNING ACTION CALENDAR*

Presented for Information August 14, 2025

MONTHLY

Consent Agenda

INSTRUCTION/STUDENT SERVICES
- Curriculum Modifications
- Donations

HUMAN RESOURCES
- Classification Advancements for Academic Employees
- Non-instructional Pay, Stipends, and Reduced Workload
- Tuition Reimbursement
- Employment Contracts
- Promotions, Transfers, Reclassifications, Step Advancements
- New Hires (Adjuncts, Substitutes, Classified, Management, Temporary, Interim, Permanent)
- Job Descriptions and Revised Salary Schedules
- CSEA/CTA/POA Agreements

BUSINESS & FISCAL SERVICES
- Alcoholic Beverages
- Board Policies (Final Approval)
- Conferences Over $5K or Outside US
- District/College Expenses
- Individual Memberships (Chancellor's Office)
- Surplus Property & Authorization for Private Sale or Disposal
- Contracts Above Bid Limit
- Resolution: Fund Balance Transfer
- Ratification of Interfund Transfers
- Signature List Changes

FACILITIES
- Informal Bid Award (UCCAP)
- CBOC Appointees
- Award RFQ/RFP/Bids & Contracts
- Master Service Agreement & Task Orders For Bond Construction
- Small Scale Construction Contract Award

Information Items Reports/Updates

OFFICE OF THE CHANCELLOR
- Applause Recognition
- Retirements
- Board Committee Reports
- Reports from Represented Groups
- Board Master Planning Action Calendar
- Chancellor's Report

BUSINESS & FISCAL SERVICES/FACILITIES
- Board Policies (1st Reading)
- Budget Revenue & Expenditure Summary
- General Fund Cash Flow Analysis
- Purchase Order Report
- Contracts Below Bid Limit
- Construction Change Orders and Amendments – Bond/Non-Bond
- KVCR Update

HUMAN RESOURCES
- CSEA/CTA/POA MOUs
- Professional Expert, Short-Term, and Substitute Employees
- Resignations
- Retirements
- Volunteers

JANUARY

- Legislative Priorities and State Budget Priorities
- 2022-2027 Strategic Plan Update (Goal 1)
- § 53003. Updated District EEO Plan Presentation and ACTION (with comments from CCCCO)
- EEO Plan (monitor, evaluate, and report annually)
- Adopt Budget Calendar (by 2/1)
- Budget Directives 1st Reading (BFC)
- Campus Advisory Committees

FEBRUARY

- Apportionment Attendance and FTES Calculation Report (CCFS 320) P1
- 2022-2027 Strategic Plan Update (Goal 2)
- Sabbatical Leave Requests (name faculty, college, & term)
- Budget Directives (by 3/1)
- Nonresident Tuition and Capital Outlay Fees (by 3/1)
- Review and Affirmation of Guiding Principles for FCC Auction Proceeds PRST Account
- Review and Approve Guiding Principles for KVCR PRST Account

MARCH

- Regular Meeting Dates for the Board of Trustees
- 2022-2027 Strategic Plan Update (Goal 3)
- CCC Classified Employee of the Year Nomination (by 3/15)
- Review Tenure/Tenure Contracts
- Selection of Auditor (before 4/1)
- Quarterly Certified Financial Status Report (Oct-Dec)
- Quarterly Investment & Deposit Report (Oct-Dec)
- CBOC Annual Report Presentation (by 3/31)

**This guide is for internal use only and is subject to change.*

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

BOARD MASTER PLANNING ACTION CALENDAR*

Presented for Information August 14, 2025

APRIL

- Trustee Handbook
- Student Trustee Privileges (by 5/15)
- P&Ps: 2100 (every two years on even election years)
- 2022-2027 Strategic Plan Update (Goal 4)
- Board Ad Hoc Committee for Board Self-Evaluation and Evaluation of the Chancellor
- Resolution: Interfund Transfers for Next Fiscal Year (April or May)

MAY

- Recognition of Outgoing Student Trustees
- P&Ps: 6320 (annual; last approved 4/2025); 4235 (every three years; last approved 07/2024)
- 2022-2027 Strategic Plan Progress Report – Executive Summary
- Apportionment Attendance and FTES Calculation Report (CCFS 320) P2
- Preliminary Budget & Presentation (optional strategy session)
- Resolution: Interfund Transfers for Next Fiscal Year (April or May)
- Board Self-Evaluation Tool

JUNE

- Presentation: Administer Oath of Office to New Student Trustees
- Executive Summary of Goals 1-4 (Board Retreat)
- Presentation: DEIA (HR)
- Employment Contracts for Academic and Classified Managers
- Employment Contract for Chancellor
- Salary Placement for Executive Management (3-year placement)
- Adopt Tentative Budget (by 7/1)
- Authorized Signature List for Next Fiscal Year
- Resolution: Expenditures of Prop 30 EPA Funds
- Resolution: Signature Authorizations for State of CA Department of Rehabilitation, Department of Education, Department of Corrections and Rehabilitation, and Department of Social Services
- Resolution: GANN Limit
- Sole Source Suppliers for Fiscal Year
- District Bank Accounts
- Resolution: Increase Board Compensation and Approve Excused Absences
- Fiscal Year Meals, Refreshments on District and College Expenses
- Quarterly Financial Status Report (Jan-Mar)
- Quarterly Investment & Deposit Report (Jan-Mar)
- Five-Year Construction Plan (CCCCO annual requirement)
- Resolution: Transfer of Appropriations for the Fiscal Year

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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

BOARD MASTER PLANNING ACTION CALENDAR*

Presented for Information August 14, 2025

JULY

- **DARK**

AUGUST

- Reaffirm Mission, Vision, Values (2022, as appropriate)
- 2022-2027 Strategic Plan Update (Goal 1)
- Apportionment Attendance and FTES Calculation Report (CCFS 320) P3
- Final Budget Presentation Strategy Session fourth Thursday)

SEPTEMBER

- Accreditation Midterm Report (due 10/15/24)
- Accreditation Comprehensive Review Occurs Fall 2027
- Prior Year Final Enrollment Fee Revenue Due (CCFS-323 by 9/15)
- Approval of Districtwide Sabbaticals (notice required to employees by 10/1)
- § 53004. EEO Plan Analyses and Annual Report to CCCCO
- Public Hearing and Final Budget Approval (by 9/15)
- Quarterly Investment & Deposit Report (Apr-Jun)
  2022-2027 Strategic Plan Update (Goal 2)

OCTOBER

- P&Ps: Review Schedule
- Emergency Operations Plan
- Annual Security Report
- Academic Calendar
- Initial Proposals to Reopen Negotiations with CSEA/CTA
- Sabbatical Completion Reports (from prior academic year)
- 2022-2027 Strategic Plan Update (Goal 3)

NOVEMBER

- § 72000 (c)(2)(A); Board to select date and time of annual meeting and notify the county superintendent of schools. Note: Within 15 days of the annual meeting, written notice must be sent to members and members-elect notifying them of the date and time of the annual meeting.
- Full-Time Faculty Obligation Report (110/FFO due by 11/30)
- 2022-2027 Strategic Plan Update (Goal 4)

This guide is for internal use only and is subject to change.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

BOARD MASTER PLANNING ACTION CALENDAR*

Presented for Information August 14, 2025

DECEMBER | ANNUAL BUSINESS MEETING

- Education Code Section 5017 provides: Each person elected at a regular biennial governing board member election shall hold office for a term of four years commencing on the second Friday in December next succeeding his/her election. Any member of the governing board of a school district or community college district whose term has expired shall continue to discharge the duties of the office until his/her successor has qualified. The term of the successor shall begin upon the expiration of the term of his/her predecessor.
- Swearing in on or prior to the second Friday in December.
- In election years, Education Code Section 72000 subdivision (c)(2)(A), the annual meeting must occur within a 15-day period that commences with the second Friday in December.
- New Trustee Oath of Office
- Nomination and approval of SBCCD Executive Board
- Certification of Election of Board Chair and Clerk
- Board Member Assignment to the County Committee on School District Organization
- Board Member Assignment to the SBRETC JPA
- Board Member Assignment to Standing BOT Committees. (Note for information: BEC serves as Ethics committee and self-evaluation/chancellor evaluation committees)
- New Trustee Orientation (every 2 years on even numbered years, if new trustees are elected)
- Apportionment Attendance and FTES Calculation Report (CCFS 320 by 1/15) P1
- Audit Reports: District, CBOC, KVCR (by 12/31)
- Quarterly Financial Status Report, Jul-Sep
- Quarterly Investment & Deposit Report, Jul-Sep

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Jose F. Torres, Executive Vice Chancellor and
Kristina Hannon, Vice Chancellor, Human Resources, Payroll & Police Services, and Health & Safety Administration

DATE: August 14, 2025

SUBJECT: Consideration of Board Policies for First Reading

RECOMMENDATION

This item is for information only. No action is necessary.

OVERVIEW

AP 2410 | https://sbccd.edu/ap2410

Pursuant to Board Policy 2410, policies of the Board may be adopted, revised, added to, or amended at any regular Board meeting by a majority vote. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended. The Board shall regularly assess its policies for effectiveness in fulfilling the District's mission.

Administrative Procedures are issued by the Chancellor as statements of method to be used in implementing Board Policy. Such Administrative Procedures shall be consistent with the intent of Board Policy and may be revised as deemed necessary by the Chancellor through regular consultation processes and/or as required by revisions to laws and regulations. Administrative Procedures are forwarded to the Board of Trustees, which reserves the right to direct revisions of the Administrative Procedures should they, in the Board's judgment, be inconsistent with the Board's own policies.

ANALYSIS

The following policies and procedures are being forwarded to the Board today for first reading. All have undergone SBCCD's process for Board Policies & Administrative Procedures as outlined in AP 2410. As necessary, they have been reviewed by the Board Policies and Procedures Ad Hoc Committee. Any proposed changes are indicated in the attached recommendations. It is anticipated that these items will appear for second read and final approval on next month's Board agenda.

Policies & Procedures Presented for First Reading
3530 Weapons on Campus
6610 Local, Minority, Women, and Veteran Owned Enterprise
6800 Occupational Safety
7240 Confidential Employees

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

This is an information item and does not have any direct financial implications.

BP 3530 Weapons on Campus

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

Reasons for Review

> Minor clerical update

Level 2 Review Schedule

01/29/2025 ♦ Recommendation Received

02/20/2025 ♦ PPAC Approves Review Level
02/21/2025 ♦ Level 2 to Constiutents and AS for Feedback
03/05/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input
05/15/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3
08/14/2025 ♦ BOT 1st Read
09/11/2025 ♦ BOT Final Approval

Begin Recommendation for BP 3530 Weapons on Campus

~~(Replaces current SBCCD BP 3530)~~

The District strives to provide employees, visitors, and students with a safe environment in which to work, learn, and visit; therefore, the District does not tolerate violence or threats of violence within the District.

Firearms or other weapons shall be prohibited on any campus or in other grounds or properties owned, controlled, or administered by the District ~~college or District center or in any facility of the District~~ except for activities conducted under the direction of District officials or as authorized by an official law enforcement agency.

References:
Penal Code Sections 626.7, 626.9 and 626.10

End Recommendation for BP 3530 Weapons on Campus

AP 3530 Weapons on Campus

Non 10+1 ♦ CCLC | Good Practice/Optional ♦ Chapter Lead Hannon ♦ Both BP & AP Exist

Reasons for Review

> Legal Update 44 - Updated to clarify the prohibition on weapons.

Level 2 Review Schedule

01/29/2025 ♦ Recommendation Received

02/20/2025 ♦ PPAC Approves Review Level
02/21/2025 ♦ Level 2 to Constiutents and AS for Feedback
03/05/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input
05/15/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3
08/14/2025 ♦ BOT 1st Read
09/11/2025 ♦ BOT Final Approval

Begin Recommendation for AP 3530 Weapons on Campus

Except as set forth below, ~~F~~ firearms, knives, explosives or other dangerous objects, including but not limited to any facsimile firearm, knife or explosive, are prohibited on any ~~District~~ campus and other grounds or properties owned, operated, controlled, or administered by the ~~or at any~~ District ~~center, or in any facility of the District~~. The prohibition of firearms on any campus and other grounds or properties owned, controlled, or administered by the District includes both loaded and unloaded firearms and applies to persons holding a valid license to carry a concealed firearm.

Activities involving firearms or other weapons conducted under the direction of District officials or as authorized by an official law enforcement agency shall be reported to the District Police Department before taking place.

Any person who believes that ~~he/she~~ they may properly possess a firearm or other weapon on campus or in other grounds or properties owned, controlled, or administered by the District ~~a District center or other facility of the District~~ must promptly notify the District Police Department.

Bringing or possessing any dirk, dagger, ice pick, or knife having a fixed blade longer than 2 1/2 inches upon the grounds, unless the person is authorized to possess such a weapon in the course of ~~his/her~~ their employment, has been authorized by Chief of Police ~~Vice Chancellor of Human Resources and Police Services~~ or designee to have the knife, or is a duly appointed peace officer, who is engaged in the performance of ~~his/her~~ their duties, is prohibited on any campus or in other grounds or properties owned, controlled, or administered by the District ~~District campus or at any District Center, or in any facility of the District.~~ Any student or employee who is authorized by the Chief of Police ~~Vice Chancellor of Human Resources and Police Services~~ or designee to have a knife, including kitchen knives, must exercise caution in using and storing the knife.

Any person who, without the written permission of the Chief of Police or designee, brings or possesses a less lethal weapon, as defined in Section 16780, or a stun gun, as defined in Section 17230, upon on campus or in other grounds or properties owned, controlled, or administered by the District is guilty of a misdemeanor.

References:
Penal Code Sections 626.9 and 626.10

AP 3530 Weapons on Campus

Non 10+1 ♦ CCLC | Good Practice/Optional ♦ Chapter Lead Hannon ♦ Both BP & AP Exist

End Recommendation for AP 3530 Weapons on Campus

BP 6610 Local, Minority, Women, and Veteran Owned Enterprise Program

Non 10+1 ♦ Non CCLC ♦ Chapter Lead Torres ♦ No Matching BP or AP Exists

Reasons for Review

> Chapter Lead: Requested changes to align with SBCCD goals and legal constraints.

Level 2 Review Schedule

01/31/2025 ♦ Estimated Receipt of Recommendation

02/04/2025 ♦ BPPAC Review of Chapter 1 and 2 Recommendations
02/20/2025 ♦ PPAC Approves Review Level
02/21/2025 ♦ Level 2 to Constiutents and AS for Feedback
03/05/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input
05/15/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3
08/14/2025 ♦ BOT 1st Read
09/11/2025 ♦ BOT Final Approval

Begin Recommendation for BP 6610 Local, Minority, Women, and Veteran Owned Enterprise Program

~~*(Replaces current SBCCD BP 6610)*~~

1. **Definitions.**
   1. "Bid" shall mean all SBCCD Bond Measures ~~M~~ and ~~all N~~non-bond measure ~~UCCAP (Uniform Construction Cost Accounting Procedures) construction~~ projects exceeding $1 million~~the UCCAP maximum value as determined by the State of California that are to be funded by the District and are first advertised after the effective date of this policy~~.
   2. "Local Hire" shall mean individuals residing within ~~the~~ San Bernardino or Riverside County~~District or the Inland Empire~~ providing work on District Bid work sites.
   3. "Local Business" shall mean a business serving as a contractor or supplier that has its principal headquarters or permanently staffed regional office located within San Bernardino or Riverside County~~the District or the Inland Empire~~, and that has held a business license with one of the ~~cities~~ counties~~within the Inland Empire~~ for a minimum of three months.
   ~~4. Minority Business Enterprise (MBE) shall mean a business concern that meets all of the definitional requirements set forth in California Public Contract Code §§ 2050-2051.~~
   ~~5. Woman Business Enterprise (WBE) shall mean a business concern that meets all of the definitional requirements set forth in California Public Contract Code §§ 2050-2051.~~
   ~~6.~~4. Veteran Owned Business Enterprise (VOBE) shall mean a business concern certified as a VOBE by the U.S. Office of Small Business Administration.
   ~~7.~~5. Veteran Owned Small Business (VOSB) shall mean a business concern certified as a VOSB by the U.S. Office of Small Business Administration.
   ~~8.~~6. Service Disabled Veteran Business Enterprise (SDVBE) shall mean a business concern certified as a SDVBE by the U.S. Office of Small Business Administration.
   ~~9.~~7. Disabled Veteran Business Enterprise (DVBE) shall mean a business concern certified as a DVBE by the U.S. Office of Small Business Administration.

BP 6610 Local, Minority, Women, and Veteran Owned Enterprise Program

Non 10+1 ♦ Non CCLC ♦ Chapter Lead Torres ♦ No Matching BP or AP Exists

2. **Goals.**

   1. Local Hires and Local Business: The Board establishes goals of fifty percent (50%) participation of Local Hires and twenty-five percent (25%) participation of Local Businesses in its District Bid projects awarded each fiscal year. These goals are reflective of the demographics and diversity of the District's community. Bid documents will be amended to include these ~~responsiveness~~ requirements on a project-by-project Bid basis, but the goal will be evaluated based on an entire fiscal year assessment.

   ~~2. Minority/Women Owned Business Enterprises: The Board establishes a goal of twenty five percent (25%) combined participation of minority and women owned certified businesses as contractors on District Projects. Bid documents will be amended to include these responsiveness requirements on a project-by-project Bid basis, but the goal will be evaluated based on an entire fiscal year assessment.~~

   ~~3.~~2. *The District encourages participation of all Veterans Owned Businesses, Women Owned Business, Small and Disadvantaged Businesses, as contractors on District Projects*. ~~Veteran Owned Business Enterprise Program: The Board establishes a goal of ten percent (10%) participation of veteran owned certified businesses as contractors on District Projects~~. Bid documents will be amended to include these ~~responsiveness~~ requirements on a project-by-project Bid basis, but the goal will be evaluated based on an entire fiscal year assessment.

3. **Bidding.**

   As a condition to be considered responsive, a Bid must include the following:

   1. Demonstrated participation of at least fifty percent, (50%), and twenty-five percent, (25%), of the total bid being performed by Local Hires and Local Businesses; or

   2. A demonstrated good faith effort, in writing, to include Local Hires and Local Businesses, ~~in accordance with regulations to be issued by the Chancellor;~~ or~~,~~

   ~~3. The bidder certifies that it intends to perform ninety-five percent (95%) of the work within the scope of their contract.~~

   ~~4. The District has set a goal of 25% combined utilization of MBE and WBE contractors on its District Projects.~~

   ~~5.~~3. The District has set a goal of 10% combined utilization of VOBE, VOSB, SDVBE AND DVBE contractors on its District Projects.

   ~~6.~~4. The District recognizes ~~MBE, WBE,~~ VOBE, VOSB, SDVBE, and DVBE businesses certified by the appropriate federal, state, and local agencies approved by the District for such purpose.

   ~~7.~~5. All Prime Contractors/Consultants are required to complete the Local~~, Minority/ Women,~~ and Veteran Owned Enterprise Program Contractor/Consultant Identification Form.

   ~~8.~~6. If there is less than ~~25% participation of MBE/WBE businesses and/or less than~~ 10% participation of VOBE, VOSB, SDVBE, and DVBE businesses on a District Project, then contractor must justify this deviation in a letter ("Justification Letter") to the District that accompanies the bid that shall be signed by contractor's Chief Executive Officer (CEO).

4. **Community Outreach.**

   The District shall use effective efforts with community groups to bolster public awareness of the Local~~, Minority/Women,~~ and Veteran Owned Enterprise Program, including its goals and how to participate. Community outreach shall include bid advertisements and articles of interest in local and minority media.

5. **Reporting.**

   The Chancellor or his/her designee shall make a report to the Board at least quarterly regarding the District's performance of the Local~~, Minority/Women~~ and Veteran Owned Enterprise Program.

References:

None

BP 6610 Local, Minority, Women, and Veteran Owned Enterprise Program

Non 10+1 ♦ Non CCLC ♦ Chapter Lead Torres ♦ No Matching BP or AP Exists

End Recommendation for BP 6610 Local, Minority, Women, and Veteran Owned Enterprise Program

BP 6800 Occupational Safety

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

Reasons for Review

> Language update and removal of dupilicative information.

Level 2 Review Schedule

04/01/2025 ♦ Estimated Receipt of Recommendation

04/17/2025 ♦ PPAC Approves Review Level
04/18/2025 ♦ Level 2 to Constiutents and AS for Feedback
05/07/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input
05/15/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3
08/14/2025 ♦ BOT 1st Read
09/11/2025 ♦ BOT Final Approval

Begin Recommendation for BP 6800 Occupational Safety

The Chancellor or designee shall establish administrative procedures to ensure the safety of employees and students on any campus or on other grounds or properties owned, controlled, or administered by the District, ~~District owned or operated property~~, including the following:

- ~~Compliance with the United States Department of Transportation regulations implementing the Federal Omnibus Transportation Employee Testing Act of 1991. Specifically, the District shall comply with the regulations of the Federal Highway Administration (FHWA) and, if applicable, the Federal Transit Administration (FTA). Compliance with these policies and procedures may be a condition of employment.~~
- Establishment of an Injury and Illness Prevention Program (IIPP) in compliance with applicable California Division of Occupational Safety and Health ~~Administration~~ (i.e., Cal/OSHA) regulations and state/federal law. These procedures shall promote an active and aggressive program to reduce and/or control safety and health risks.
- Establishment of a Hazardous Material Communications Program, which shall include review of all chemicals and ~~or~~ hazardous materials received by the District, and/or stored ~~for hazardous~~ on any campus or on other grounds or properties owned, controlled, or administered by the District, ~~properties~~, instruction for employees and students on the safe handling of such materials, and/or proper disposal methods for hazardous materials.
- ~~Prohibition of the use of tobacco in all public buildings.~~

BP 6800 Occupational Safety

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

References:
~~Government Code Section 7597.1;~~
~~49 Code of Federal Regulations, Part 40 and 655;~~
California Occupational Safety and Health Administration (Cal/OSHA);
Title 8 Section 3203;
Title 8 Section 5194
~~29 Code of Federal Regulations, Part 1910.101 et seq.~~

End Recommendation for BP 6800 Occupational Safety

AP 6800 Occupational Safety

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

Reasons for Review

> Language update and removal of dupilicative information.

Level 2 Review Schedule

04/01/2025 ♦ Estimated Receipt of Recommendation

04/17/2025 ♦ PPAC Approves Review Level
04/18/2025 ♦ Level 2 to Constiutents and AS for Feedback
05/07/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input
05/15/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3
08/14/2025 ♦ BOT 1st Read
09/11/2025 ♦ BOT Final Approval

Begin Recommendation for AP 6800 Occupational Safety

The District is committed to providing employees with a safe work environment. This procedure addresses the responsibilities of the District, employees of the District, and any other person in the wWorkplace if unsafe work conditions have been identified or are occurring in the wWorkplace.

Definitions

~~Prevention~~ Preventative Aa~~ctivities~~: Activities that increase awareness and minimize the potential for crisis or conflict in the workplace. Training is essential for all ~~staff~~ employees to learn how to recognize early warning signs, so that appropriate intervention can be provided for identified areas of ~~conflict~~ concern in the workplace.

Crisis or Cc~~onflict~~: ~~constitutes~~ Any inappropriate or unreasonable disruption that interferes with the normal functioning of your work.

Emergency: An event or circumstance that poses an immediate risk to health, life, property, or the environment and requires urgent/immediate action.

Non-emergency: An event or circumstance that may require assistance but does not require immediate intervention as there is not an immediate risk to health, life, property, or the environment.

AP 6800 Occupational Safety

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

Acts of V~~v~~iolence: ~~include~~ Any physical action, whether intentional or reckless, that harms or threatens the safety of self, another individual or property.

~~A~~ **Threat of V~~v~~iolence:** ~~include~~ Any behavior that by its very nature could be interpreted by a reasonable person as intent to cause physical harm to self, another individual or property.

~~Workplace includes off-campus locations as well as college-sponsored activities where faculty, staff, or student employees are engaged in college business or locations where incidents occur as a result of the person's relationship to the college community.~~

Workplace: Any campus or on other grounds or properties owned, controlled, or administered by the District, where employees are engaged in District business or locations where incidents occur as a result of the person's relationship to the District community.

Preventative Activities

The District has an Injury and Illness Prevention Program (IIPP) to address occupational health and safety issues and/or risks. The goal of the IIPP is to prevent accidents, reduce personal injury and occupational illness, and to comply with all safety and health standards. The IIPP includes, at a minimum:

- **Responsibility:** The person or persons with authority and responsibility for implementing the IIPP.
- **Employee Compliance:** A system for ensuring that employees comply with safe and healthy work practices.
- **Communication:** A system for communication with employees in a form readily understandable by all affected employees on matters related to occupational health and safety.
- **Assessment:** Procedures for identifying and evaluating workplace hazards.
- **Injury and Illness Investigations:** Procedures to investigate incidents of occupational injury or illness.
- **Correction of Unsafe or Unhealthy Conditions:** Procedures for correcting unsafe or unhealthy conditions and/or work practices and procedures.
- **Training:** A system for providing employee training and instruction.
- **Access:** Procedures to ensure employee access to the IIPP
- **Record Keeping:** Procedures for record keeping.

The District has a Hazardous Material Communications Program to address the safe use, storage, and disposal of all chemicals and/or materials received by the District, and/or stored on any campus or on other grounds or properties owned, controlled, or administered by the District, The goal of the Hazardous Material Communications Program is to review all chemicals and/or

AP 6800 Occupational Safety

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

materials of hazardous properties, provide instruction for employees and students on safe handling and disposal of such properties, and to comply with all safety and health standards.

Additionally, the District has implemented:

- Job Hazard Assessments to identify potential hazards employees may encounter while completing assigned job duties.
- Training activities that include, but are not limited to, skill development, conflict resolution, safe workplace practices, and early identification of unsafe working conditions in the workplace.
- Identifying and verifying the completion of required safety certifications.
- Ensuring Personal Protective Equipment (PPE) is provided as required by Cal/OSHA, and as appropriate based on assigned job duties and associated Job Hazard Assessment.

Equipment and Sanitation

Should the duties of an employee require the use of equipment to ensure the safety of the employee, the District shall furnish such equipment as required by law. Concerns related to health, safety, sanitation and/or working conditions shall be forwarded to Safety & Risk Management Department for review and recommendation.

Reporting and Response

It is the responsibility of all employees to maintain their workspaces in good condition, and to immediately report- any unsafe work conditions, crisis/conflicts, and other occupational health and/or safety concerns to the appropriate party (as indicated below) for intervention to be provided.

Any report of unsafe work conditions, crisis/conflicts, and other occupational health and/or safety concerns that interferes with the normal functioning of work shall be assessed based on the immediate threat present (i.e., emergency or non-emergency):

- For all **Emergencies**, call District Police or 911.
- For **Non-emergency,** contact their direct manager.

Campus Leadership will collaborate with the Safety & Risk Management Department for a prompt and thorough investigation to resolve reported or identified unsafe work conditions. Failure to comply with District-defined occupational health and safety practices will be investigated and appropriate corrective action will be taken.

See related AP/BPs:

- 3500 Campus Safety
- 3505 Emergency Response
- 3510 Workplace Violence
- 7343 Industrial Accident and Illness Leave

~~**Equipment and Sanitation**~~

AP 6800 Occupational Safety

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

~~Should the duties of an employee require the use of equipment to ensure the safety of the employee, the District shall furnish such equipment. Complaints related to health safety, sanitation and working conditions shall be forwarded to Police and Safety Services for review and recommendation.~~

~~Crisis and Conflict Intervention~~

~~Any employee experiencing an unsafe work condition should immediately contact his/her supervisor or Police and Safety Services their manager and other appropriate parties. The supervisor shall immediately notify Police and Safety Services about any acts or threats of violence. The employee will be provided consultation regarding resources available to resolve the unsafe work condition.~~

~~It is the responsibility of all employees to immediately report threats, acts of violence or any other behavior which deliberately hurts or harms another person at the college to their immediate supervisor and the District Police Department or local law enforcement. Such reports will be promptly and thoroughly investigated.~~

~~Employee Crisis Assistance Team~~

~~An Employee Crisis Assistance Team is established to provide regular training and advice to individuals and departments. Training activities may include, but not be limited to, skill development in conflict resolution, communication, anger management and early identification of unsafe working conditions in the workplace.~~

~~Team advising activities may include individual consultations, peer mediation, conflict resolution services and referral to outside sources.~~

~~Immediately upon notification of an act of violence or threat of violence involving an employee, the team member notified will initiate Employee Crisis Assistance Team procedures.~~

~~In the event of an act or threat of violence, the team will investigate the incident and forward the results of the completed investigation to the Chief of Police and Safety Services for consideration. Law enforcement will take appropriate action if the incident involves injuries or criminal activity.~~

~~The team will coordinate available resources to provide intervention, consultation or referral, which may include arranging for counselors to work with victims and observers of the incident.~~

~~Restraining Orders/Court Orders~~

~~An employee shall notify law enforcement of any restraining orders/court orders when named as a plaintiff, and provide a copy of the order to the District Police Department or local law enforcement. In the event the supervisor is informed by an employee of a restraining order, the supervisor will contact the District Police Department or local law enforcement, ensure they are aware of it, and that they have a copy of the restraining order on file.~~

~~Injury and Illness Prevention Program~~

~~The District will institute and administer a comprehensive occupational Injury and Illness Prevention Program (IIPP) for all employees. The goal of the program is to prevent accidents, to reduce personal injury and occupational illness, and to comply with all safety and health standards.~~

AP 6800 Occupational Safety

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

~~A. Responsibility~~

~~The Executive Director, Facilities Planning/Administrative Services, is responsible for district- wide coordination of the program. The College President is responsible for administration of the program on campus. Each supervisor is responsible for implementing the IIPP in his/her work area. A copy of the IIPP shall be available from each supervisor. Questions regarding the program should be directed to one's supervisor, the College President, or the Executive Director, Facilities Planning/ Administrative Services.~~

~~B. Employee Compliance~~

~~1. Employees who follow safe work practices will have this fact documented on their performance reviews. Employees who are unaware of correct safety and health procedures will be trained or retrained as necessary.~~

~~2. Willful violations of safe work practices may result in disciplinary action.~~

~~C. Communication~~

~~1. Matters concerning occupational safety and health will be communicated to employees by written documentation, staff meetings, formal and informal training and posting. Communication from employees to supervisors about unsafe or unhealthy conditions is encouraged and may be verbal or written, as the employee chooses. The employee may use the "Report of Safety Hazard" form and remain anonymous.~~

~~2. NO EMPLOYEE WILL BE RETALIATED AGAINST FOR REPORTING HAZARDS, OR POTENTIAL HAZARDS, OR FOR MAKING SUGGESTIONS RELATED TO SAFETY.~~

~~3. The results of the investigation of any employee safety suggestion or report of hazard will be reported to all employees affected by the hazards or posted on appropriate bulletin boards.~~

~~D. Inspections~~

~~1. Each supervisor and/or safety representative will conduct an inspection to identify unsafe work conditions and practices:~~

~~a. At least once each quarter in all work areas; and~~

~~b. Whenever new substances, processes, procedures, or equipment are introduced into the workplace that represent a new occupational safety and health hazard; and~~

~~c. Whenever the supervisor is made aware of a new or previously unrecognized hazard.~~

~~2. The "Hazard Checklist" or "Hazard Assessment" form shall be used to document~~

~~inspections.~~

~~E. Injury and Illness Investigation~~

~~Occupational injuries and illness will be investigated in accordance with established procedures and documented.~~

~~F. Correction of Unsafe or Unhealthy Conditions~~

~~1. Whenever an unsafe or unhealthy condition, practice, or procedure is observed or reported, the supervisor will take appropriate corrective measures in a timely manner based upon the severity of the hazard. Employees will be informed of the hazard and interim protective measures taken until the hazard is corrected.~~

~~2. Employees may not enter an imminent hazard area, without appropriate equipment, training, and the prior specific approval of the supervisor.~~

~~G. Training~~

~~1. The program administrator shall assure that supervisors receive training on safety and health hazards to which employees under their immediate direction and control may be exposed.~~

~~2. Supervisors are responsible to see that those under their direction receive training on general workplace safety as well as specific instructions with regard to hazards unique to any job assignment.~~

~~3. This training is provided:~~

AP 6800 Occupational Safety

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

~~a. To all employees and those given new assignments for which training has not previously been received. The "Employee Safety Checklist" should be used to document this training;~~
~~b. Whenever new substances, processes, procedures or equipment are introduced to the workplace and represent a new hazard; and~~
~~c. Whenever the employer is made aware of a new or previously unrecognized hazard.~~
~~4. When a supervisor is unable to provide the required training, he/she should request such training be given to the employee by others by notifying the program administrator. The "Request for Training" form should be used.~~
~~H. Record Keeping~~
~~1. The supervisor shall keep records of inspections, including the name of the person(s) conducting the inspection, the unsafe conditions and work practices that have been identified and action taken to correct the identified unsafe conditions and work practices. These records shall be maintained for three years.~~
~~2. The supervisor shall also keep documentation of safety and health training attended by each employee, including employee name, training dates, type(s) of training and training providers. This documentation shall be maintained for three years.~~

References:
California Occupational Safety and Health Administration (Cal/OSHA);
Labor Code Sections 6300 et seq;
Title 8 Section 3203;
Title 8 Section 5194
~~Code of Civil Procedure Section 527.8; Penal Code Section 273.6~~

End Recommendation for AP 6800 Occupational Saftey

BP 7240 Confidential Employees

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Hannon ♦ Both BP & AP Exist

Reasons for Review

> Legal Update 42: The Service updated this policy to align with updated Title 5 regulations.

Level 2 Review Schedule

01/29/2025 ♦ Recommendation Received

02/20/2025 ♦ PPAC Approves Review Level
02/21/2025 ♦ Level 2 to Constiutents and AS for Feedback
03/05/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input
05/15/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3
08/14/2025 ♦ BOT 1st Read
09/11/2025 ♦ BOT Final Approval

Begin Recommendation for BP 7240 Confidential Employees

CONFIDENTIAL EMPLOYEES

Confidential employees are those who are required to develop or represent management positions with respect to employer-employee relations or whose duties normally require access to confidential information that is used to contribute significantly to the development of management positions. The fact that an employee has access to confidential or sensitive information shall not in and of itself make the employee a confidential employee.

A determination whether a position is a confidential one shall be made by the Board of Trustees in accordance with applicable law and with the regulations of the California Public Employment Relations Board.

Confidential employees are not eligible for inclusion in a bargaining unit represented by an exclusive representative and the terms and conditions of their employment are not controlled by any collective bargaining agreement.

The terms and conditions of employment for confidential employees shall be provided for by procedures developed by the ~~Human Resources Departmen t~~Vice Chancellor Human Resources, Payroll, Police Services, and Health and Safety Administrator ~~Chancellor~~, and are outlined in the Confidential Employee Handbook.~~.~~ ~~Additional local practice is provided in the Confidential Handbook.~~ Such terms and conditions of employment shall include, but not be limited to, procedures for evaluation and rules regarding leaves, transfers, and reassignments. The evaluation of confidential employees must include consideration of the employee's demonstrated, or progress toward, proficiency in diversity, equity, inclusion, and accessibility competencies that enable work with diverse communities.

The probationary period for C~~c~~onfidential employees shall be one (1) year.

Reference:

Government Code Section 3540.1(c);
Title 5 Section 53602;
and Confidential Handbook

End Recommendation for BP 7240 Confidential Employees

AP 7240 Confidential Employees

Non 10+1 ♦ CCLC | Good Practice/Optional ♦ Chapter Lead Hannon ♦ Both BP & AP Exist

Reasons for Review

> FYI Only

Level 2 Review Schedule

01/29/2025 ♦ Recommendation Received

02/20/2025 ♦ PPAC Approves Review Level
02/21/2025 ♦ Level 2 to Constiutents and AS for Feedback
03/05/2025 ♦ AS Reviews Level 2 for Feedback and Level 3 for Initial Input
05/15/2025 ♦ PPAC Hears Feedback on Level 2 and AS Initial Input on Level 3
08/14/2025 ♦ BOT 1st Read
09/11/2025 ♦ BOT Final Approval

Begin Recommendation for AP 7240 Confidential Employees

The terms and conditions of employment for Confidential e~~E~~mployees are provided for as necessary by procedures developed by the Vice Chancellor Human Resources, Payroll, Police Services, and Health and Safety Administrator ~~Human Resources Department.~~ A Confidential Employee Handbook has been developed and is located on the SBCCD website.

End Recommendation for AP 7240 Confidential Employees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director of Business and Fiscal

DATE: August 14, 2025

SUBJECT: Budget Revenue & Expenditure Summary

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

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 2024-25 budget unless otherwise noted here. For explanations of any significant variances in year-to-date revenues/expenditures from fiscal year elapsed, please see the attached summary.

ANALYSIS

The attached Revenue and Expenditure Summary reflects activity for the 2024-25 fiscal year through June 30, 2025. As of that date, SBCCD was 100% through the fiscal year and had spent and/or encumbered approximately 99.5% of its unrestricted general fund budget.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

This analysis is an important tool for the Board of Trustees to track SBCCD revenue and expenditures across all funds.

Budget Revenue & Expenditure Summary

Year to Date 06/30/25

[v.7.29.2025.p.1|2]

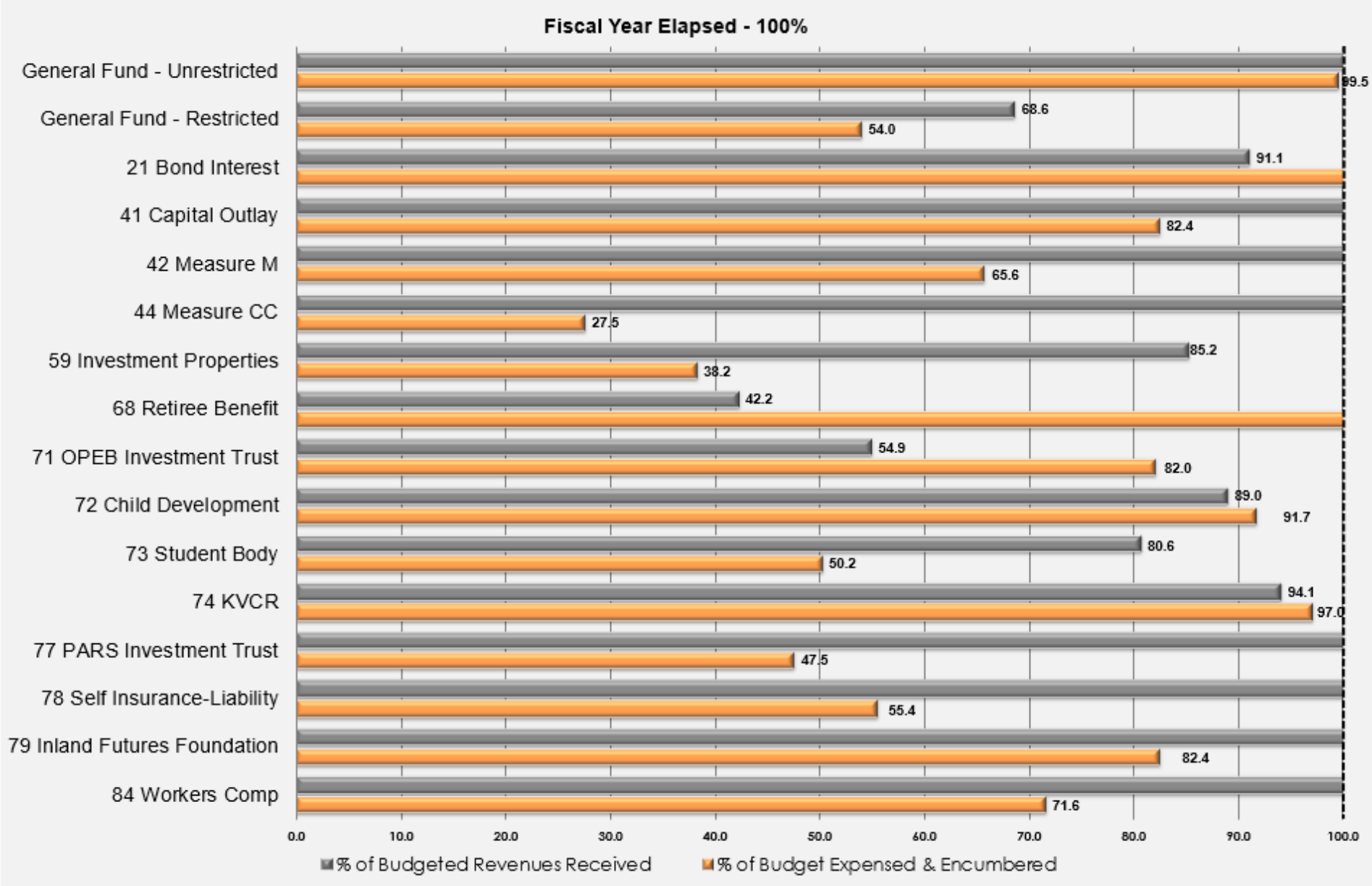
100% of Fiscal Year Elapsed

FUND	REVENUES Budget	Received YTD		EXPENDITURES Budget	Expensed/ Encumbered YTD		COMMENTS
01 General Fund - Unrestricted	144,500,856	144,872,537	100.3%	144,950,469	144,213,757	99.5%	Expenditures are consistent with the needs of the fund given the current climate.
01 General Fund - Restricted	128,371,864	88,074,237	68.6%	128,166,448	69,163,794	54.0%	Some grants are multi-year and it is expected that those budgets will be carried over to the next fiscal year.
21 Bond Interest & Redemption	55,000,000	50,078,164	91.1%	55,000,000	70,522,379	128.2%	Taxes are determined and collected by the County for bond measures.
41 Capital Outlay	3,714,676	9,068,483	244.1%	9,364,040	7,719,092	82.4%	Higher than budgeted tax revenue received for Q1 & Q2. Posting in progress for Q4 activity.
42 Measure M	800,000	2,468,439	308.6%	12,307,659	8,077,228	65.6%	Q1, Q2 & Q3 interest higher than estimated. A significant portion of capital expenditures is expected to be carried over to the next fiscal year.
44 Measure CC	6,000,000	9,975,322	166.3%	297,575,963	81,921,386	27.5%	Q1, Q2 & Q3 interest higher than estimated. A significant portion of the budget to be carried over to the next fiscal year.
59 Investment Properties	5,201,007	4,428,900	85.2%	6,937,803	2,651,021	38.2%	A significant portion of capital expenditures is expected to be carried over to the next fiscal year. Posting in progress for Q4 activity.
68 Retiree Benefit	371,000	156,599	42.2%	2,871,000	3,349,754	116.7%	Posting in progress for Q4 interest activity. 680K paid out for retiree incentives that were budgeted in the PY.
71 OPEB Trust	1,000,000	549,171	54.9%	82,000	67,252	82.0%	Posting in progress for Q4 activity.
72 Child Development	5,695,809	5,067,023	89.0%	5,649,140	5,178,746	91.7%	In the process of posting accrual for revenue and expenditures.
73 Student Body Center Fee	346,950	279,739	80.6%	346,950	174,116	50.2%	Revenues are posted in arrears. Expenditures are consistent with the needs of the fund.
74 KVCR	9,635,809	9,062,791	94.1%	9,624,601	9,334,130	97.0%	Revenue and expense accruals are still in process.
77 PARS Trust	5,400,000	5,638,117	104.4%	5,202,000	2,472,872	47.5%	Investment distributions were lower then project by 2.05M.
78 Self Insurance-Liability	1,200,000	1,207,948	100.7%	1,300,000	720,685	55.4%	Revenues transferred in full at the beginning of the fiscal year. FY25 reimbursement received in May 2025, reducing expenditures by $478,175.75
79 Inland Futures Foundation	1,483,453	1,539,380	103.8%	1,483,453	1,222,674	82.4%	Expenditures are consistent with the needs of the fund.
84 Workers Compensation	2,444,920	2,874,228	117.6%	2,986,865	2,137,247	71.6%	
Total (All Funds)	**371,166,344**	**335,341,080**	**90.3%**	**683,848,391**	**408,926,133**	**59.8%**	

Budget Revenue & Expenditure Summary

Year to Date 06/30/25

[v.7.29.2025.p.2|2]



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Nohemy Ornelas, VC of Education and Student Support Services

PREPARED BY: Dr. Christopher M. Crew, Executive Director, Research & Planning

DATE: August 14, 2025

SUBJECT: CCFS-320 Apportionment Attendance Report for FY 2025 Period 3

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

Analysis of SBCCD's CCFS-320 Apportionment Attendance Report for FY 2025.

ANALYSIS

The CCFS-320 Apportionment Attendance Report for FY25, Period 3, has been submitted to the State Chancellor's Office. SBCCD reported 15,923 FTES, exceeding the target of 15,626 FTES by 297 FTES. This marks a 12.43% increase over FY2024's P3 total of 14,163 FTES, with a year-over-year gain of 1,760 FTES.

Please note, all FTES have been rounded to the nearest whole number.

	Fiscal Year 2025 Target	P3 Fiscal Year 2025 Reported	P3 Fiscal Year 2024 Reported	# Change P3 FY25 vs. FY24	% Change P3 FY25 vs. FY24
CHC	4,589	4,730	4,160	+570	+13.70%
SBVC	11,037	11,193	10,003	+1,190	+11.89%
SBCCD Total	15,626	15,923	14,163	+1,760	+12.43%

INSTITUTIONAL VALUES

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

This report will be used to make strategic decisions related to enrollment management, budgeting, multi-year forecasting, and other goal-setting processes.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Farrah Farzaneh, Executive Director, Facilities Planning, Construction, & Sustainability

DATE: August 14, 2025

SUBJECT: Construction Change Orders and Amendments – Bond

RECOMMENDATION

This item is presented for information only and no action is required.

OVERVIEW

In January 2022, the Board of Trustees approved the Revised Construction Change Order Board Approval Process. The process includes a Bond program-wide construction change order percentage goal of 5% or less. In addition, change orders that are <$250,000 which result in a cumulative increase to a contract of <10% of its original value will be authorized by the Chancellor or her designee and presented to the Board for information at the next available business meeting.

ANALYSIS

A detailed summary of all Bond Program Change Orders is attached. The change orders listed were determined to be necessary to support the completion of design and construction, found to be fair and reasonable, and written in accordance with approved procedures and goals.

Total Bond Construction Contracts	Total Bond Program Change Order Amount	Program-Wide Change Order
$323,188,596	$6,702,231	2.07%

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The costs of these change orders will be included in the appropriate bond construction budget.

SBCCD

CONSTRUCTION CHANGE ORDER SUMMARY

Campus	Contract Amount	Change Orders	New Contract Amount	Change Order % of Program Contracts
CC01-1000 : San Bernardino Valley College	$192,017,410.80	$4,614,512.05	**$196,631,922.85**	2.40%
CC02-2000 : Crafton Hills College	$130,984,685.26	$2,082,906.75	**$133,067,592.01**	1.59%
CC03-3000 : San Bernardino Community College District Wide	$186,500.17	$4,812.02	**$191,312.19**	2.58%
TOTAL FOR CHANGE ORDERS	**$323,188,596.23**	**$6,702,230.82**	**$329,890,827.05**	**2.07%**

CONSTRUCTION CHANGE ORDER SUMMARY

CC01-1000 : San Bernardino Valley College

CC01-1000 : San Bernardino Valley College

Projects	Contract Amount	Change Orders	New Contract Amount	Change Order % of Campus Contracts
CC01-3601 : Technical Building Replacement (DBB)	$69,832,624.00	$3,293,469.38	**$73,126,093.38**	4.72%
CC01-3605 : Softball Field	$7,687,500.00	$651,922.52	**$8,339,422.52**	8.48%
CC01-3606 : Student Services Building (New Construction)	$94,827,667.00	$0	**$94,827,667.00**	-
CC01-3608 : Career Pathways Phase 2 (PDB)	$4,870,412.92	$0	**$4,870,412.92**	-
CC01-3610 : Campus-Wide Infrastructure SBVC (DBB)	$14,799,206.88	$669,120.15	**$15,468,327.03**	4.52%
CC01-1000 : San Bernardino Valley College Total	**$192,017,410.80**	**$4,614,512.05**	**$196,631,922.85**	**2.40%**

CC01-1000 : San Bernardino Valley College - Executed Change Orders To Date

Project	Contract	Change Order	Original Construction Contract Amount	Change Orders	Cumulative Change Order Amount	Current Contract Amount	Individual Change Order % of Contract	Cumulative Change Order % of Contracts	Executed Date	Board Date
CC01-3610 : Campus-Wide Infrastructure SBVC (DBB)	**Icon West, Inc. SBVC CWI East Wing Mechanical Improvements**	**Icon West, Inc. - Change Order #0025***	**$7,582,685.00**	**$3,956.00**	**$531,581.00**	**$8,114,266.00**	**0.05%**	**7.01%**	**02-Jun-25**	**14-Aug-25**
CC01-3601 : Technical Building Replacement (DBB)	**Icon West, Inc.**	**Icon West, Inc. - Change Order #0061**	**$69,832,624.00**	**-$141,894.00**	**$3,293,469.38**	**$73,126,093.38**	**-0.20%**	**4.72%**	**07-Jul-25**	**14-Aug-25**

CC02-2000 : Crafton Hills College

CC02-2000 : Crafton Hills College

Projects	Contract Amount	Change Orders	New Contract Amount	Change Order % of Campus Contracts
CC02-3621 : Crafton Hall Renovation (DBB)	$6,380,000.00	$0	**$6,380,000.00**	-
CC02-3623 : Gym Demolition (DBB)	$1,255,579.18	$96,347.19	**$1,351,926.37**	7.67%
CC02-3625 : Public Safety Training Center (DB)	$8,501,117.00	-$30,976.59	**$8,470,140.41**	-0.36%
CC02-3626 : Campus-Wide Infrastructure CHC (DBB)	$13,003,817.08	-$92,628.94	**$12,911,188.14**	-0.71%
CC02-3631 : Instructional Building (PDB)	$44,413,018.00	$0	**$44,413,018.00**	-
CC02-3633 : Central Complex 2 Renovation (DB)	$9,509,146.00	-$92,671.77	**$9,416,474.23**	-0.97%
CC02-3634 : Child Development Center Renovation (DBB)	$2,023,008.00	$58,862.86	**$2,081,870.86**	2.91%
CC02-3635 : New Performing Arts Center (DBB)	$45,899,000.00	$2,143,974.00	**$48,042,974.00**	4.67%
CC02-2000 : Crafton Hills College Total	**$130,984,685.26**	**$2,082,906.75**	**$133,067,592.01**	**1.59%**

CC02-2000 : Crafton Hills College - Executed Change Orders To Date

Project	Contract	Change Order	Construction Contract Amount	Change Orders	Cumulative Change Order Amount	Current Contract Amount	Individual Change Order % of Contract	Cumulative Change Order % of Contracts	Executed Date	Board Date
CC02-3635 : New Performing Arts Center (DBB)	**Bernards Bros.**	**Bernards Bros. - Change Order #018**	**$45,899,000.00**	**$167,678.00**	**$2,143,974.00**	**$48,042,974.00**	**0.37%**	**4.67%**	**07-Jul-25**	**14-Aug-25**
CC02-3635 : New Performing Arts Center (DBB)	**Bernards Bros.**	**Bernards Bros. - Change Order #017**	**$45,899,000.00**	**$150,243.00**	**$1,976,296.00**	**$47,875,296.00**	**0.33%**	**4.31%**	**03-Jun-25**	**14-Aug-25**
CC02-3635 : New Performing Arts Center (DBB)	**Bernards Bros.**	**Bernards Bros. - Change Order #016**	**$45,899,000.00**	**-$433,599.00**	**$1,826,053.00**	**$47,725,053.00**	**-0.94%**	**3.98%**	**29-May-25**	**14-Aug-25**
CC02-3635 : New Performing Arts Center (DBB)	**Bernards Bros.**	**Bernards Bros. - Change Order #015**	**$45,899,000.00**	**$207,358.00**	**$2,259,652.00**	**$48,158,652.00**	**0.45%**	**4.92%**	**29-May-25**	**14-Aug-25**
CC02-3635 : New Performing Arts Center (DBB)	**Bernards Bros.**	**Bernards Bros. - Change Order #014**	**$45,899,000.00**	**$225,506.00**	**$2,052,294.00**	**$47,951,294.00**	**0.49%**	**4.47%**	**07-May-25**	**14-Aug-25**

* Chancellor concurrence received due to the single and/or cumulative change order percent being greater than 5% but less than 10%

** Change order greater than $250,000

*** Change order is above the 10% threshold and is being submitted to the Board of Trustees for approval

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: August 14, 2025

SUBJECT: Contracts Below $114,800

RECOMMENDATION

This item is for information only. No action is necessary.

OVERVIEW

In accordance with SBCCD Board Policy 6100, Delegation of Authority, The Board of Trustees delegates authority to the Chancellor to supervise the general business procedures of the District to assure the proper administration of property and contracts.

In line with Public Contract Code Section 17605 and Section 22034(c), the Board of Trustees delegates purchasing and contracting authority to the named agents on the authorized signature list. These designated District Officers have authority to approve purchase requests; award, sign, and execute contracts; and authorize payment under the formal bid limits set by Public Contract Code. Such purchase and/or expense contract requests below this limit, including income contracts, shall not require Board approval, but shall be sent to the Board as an information item every 60 days.

ANALYSIS

The California Board of Governors sets the formal bid limit for procurement of goods and/or services on an annual basis. The formal bid limit for the current calendar year has been set at $114,800. Construction services are not included in this board item.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The attached purchase and/or contract requests have been budgeted for via purchase orders.

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
30020	Hydrate HQ of SoCal LLC	Services	SBVC	Counseling	$ 7,000.00		
30040	Baker Electric & Renewables LLC	On Demand Services	SBVC	Maintenance	$ 90,000.00		
30199	Arrowbear Park County Water District	Services	CHC	EDCT	$ 50,000.00		
30929	American Fidelity Administrative Services	Consultants	DSO	Human Resources	$ 84,000.00		
30966	Enco Systems Inc	Software/Licensing	KVCR	KVCR	$ 9,591.75		
30967	Carlos, John	Speaker Agreement	SBVC	Social Science	$ 15,000.00		
30968	Torres, Fabiola	Speaker Agreement	SBVC	Social Science	$ 500.00		
30969	Wagner, Christine G	Services	SBVC	Allied Health	$ 10,000.00		
30970	Envision Education LLC	Services	SBVC	Nursing	$ 7,000.00		

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
30971	Grande Foundation	Training Services	SBCCD	EDCT	$ 20,575.80		
30972	Pechanga Resort & Casino	Broadcasting Rights	KVCR	KVCR	$ 6,000.00		
30973	Axon Enterprise Inc	Software/Licensing	SBCCD	District Police	$ 95,677.10		
30975	Sidepath Inc	Maintenance Agreement	DSO	TESS	$ 16,369.80		
30976	Moreno-Terrill, Steven	Speaker Agreement	SBVC	Social Science	$ 250.00		
30977	Curriqunet Solutions LLC	Software/Licensing	SBCCD	Instruction	$ 24,171.00		
30978	DocketManager Inc	Software/Licensing	DSO	TESS	$ 20,490.00		
30979	Martinez, Donato	Speaker Agreement	SBVC	Social Science	$ 250.00		
30980	Western Chapter International Society of Arboriculture	Training Services	SBCCD	EDCT	$ 7,500.00		

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
30981	Pyro Spectaculars Inc	Services	SBVC	Marketing	$ 19,483.00		
30985	Aument, Madison	On Demand Services	KVCR	KVCR	$ 34,830.00		
30986	Brightly Software Inc	Software/Licensing	DSO	TESS	$ 11,461.34		
30987	RingCentral	Software/Licensing	DSO	TESS	$ 18,370.08		
30989	Hyattward Advertising Inc	Advertising	CHC	SINS	$ 13,430.00		
30990	Deck, Michele	Services	SBVC	Allied Health	$ 7,500.00		
30991	Shift Strategies Consulting	Services	SBVC	EOPS	$ 12,000.00		
30993	Gravesande, Cadisha	Services	SBVC	Student Health	$ 7,200.00		
30994	Top Golf USA Inc	Services	SBVC	First Year	$ 6,072.79		

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
30995	Flores, Gustavo Felix	Speaker Agreement	SBVC	Social Science	$ 250.00		
30996	Rodriguez, Jessica	Speaker Agreement	SBVC	Social Science	$ 250.00		
30587	Elizarraraz, Giovanny Arturo dba Graphic Intelligence Optics	Amendment 01	SBVC	Marketing	$ 19,200.00		$ 4,800.00
30999	American Public Media	Broadcasting Rights	KVCR	KVCR	$ 55,542.00		
31000	SafeWork Inc	Site Improvement	SBCCD	Facilities	$ 90,000.00		
31002	AUMT Institute	Services	CHC	Instruction	$ 38,838.00		
31003	Shred-It USA LLC	Services	SBVC	Financial Aid	$ 300.00		
31004	Verdek LLC	Software/Licensing	SBCCD	Facilities	$ 7,502.00		
31005	G/M Business Interiors	Services	CHC	Financial Aid	$ 10,603.54		

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31006	National Bus Charters	Bus Rental	CHC	Student Services	$ 1,950.00		
31007	Inland Empire 66er Baseball Club of San Bernardino	Catering	SBVC	Student Life	$ 16,250.00		
31008	Wildwood Construction Inc	Building Improvement	SBCCD	Facilities	$ 44,866.77		
31009	Independent Indigenous Fim & Media LLP	Broadcasting Rights	KVCR	KVCR	$ 15,000.00		
30690	Art of the City Production	Amendment 01	KVCR	KVCR	$ 72,000.00		$ 12,000.00
31016	Envision Education LLC	Consultants	CHC	CTE	$ 108,000.00		
31020	Ferrilli	Consultants	DSO	TESS	$ 15,600.00		
31021	Best, Anthony	Speaker Agreement	SBVC	Film & Media	$ 1,000.00		
31022	US Green Building Council California	Services	SBCCD	EDCT	$ 30,000.00		

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31023	Elite Medical Professionals LLC	Services	SBCCD	EDCT	$ 33,547.50		
31024	Tignac Cecile, Amandine	Broadcasting Rights	KVCR	KVCR	$ 5,700.00		
31025	London, Alyssa	Broadcasting Rights	KVCR	KVCR	$ 45,000.00		
31026	Inland Empire News Radio	Broadcasting Rights	KVCR	KVCR	$ 18,000.00		
31027	Universal Personnel Services	Consultants	DSO	Human Resources	$ 104,900.00		
31029	Greenberg Glusker Fields Claman & Machtinger LLP	Legal Services	KVCR	KVCR	$ 10,000.00		
31033	Party Plus Rentals	Rental	SBVC	Student Equity	$ 1,809.30		
31034	DC Architects	Services	CHC	Admin Services	$ 47,750.00		
31035	Fitness Repair Shop Inc	Repairs	CHC	Admin Services	$ 350.00		

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31036	Ascend Learning Holdings LLC	Software/Licensing	SBVC	Allied Health	$ 5,950.00		
31040	PlanetBIDS Inc	Software/Licensing	SBCCD	Facilities	$ 96,782.26		
31042	Control Air Enterprises LLC	Building Improvement	SBVC	Maintenance	$ 32,211.00		
24694	Riverside CCD	Amendment 01	SBCCD	EDCT	$ 35,000.00		Term Extension
31049	P2C Solutions LLC	Services	SBVC	Adult Education	$ 55,500.00		
31054	Party Plus Rentals	Rental	SBVC	First Year	$ 96.98		
31055	Event Pixie	Rental	SBVC	First Year	$ 3,496.00		
31056	ESRI Inc	Software/Licensing	DSO	TESS	$ 5,000.00		
31057	EdInvent Inc	Software/Licensing	DSO	TESS	$ 11,600.00		

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31058	Liebert Cassidy Whitmore	Training Services	DSO	Human Resources	$ 3,780.00		
31063	Inspire School Services	Services	DSO	Human Resources	$ 7,500.00		
31070	Party Plus Rentals	Rental	SBVC	Maintenance	$ 742.40		
24639	Riverside CCD	Amendment 01	SBCCD	EDCT	$ 90,000.00		Term Extension
31075	Rim of the World USD	Subgrantee Agreement	SBVC	Adult Education	$ 97,817.00		
31081	Cross Media Corporation	Services	KVCR	KVCR	$ 22,000.00		
31082	Phoenix Group Information Systems	Services	SBCCD	District Police	$ 6,000.00		
31083	Mackey Creative Lab	Services	SBVC	Academic Success	$ 69,500.00		
31084	Bibliotheca LLC	Maintenance Agreement	CHC	Library	$ 3,305.40		

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31086	Monarch Information Security Consulting Inc	Services	DSO	TESS	$ 45,000.00		
31087	Facilities Protection Systems	Services	DSO	TESS	$ 1,660.00		
31088	Cruz, Alfredo	On Demand Services	KVCR	KVCR	$ 50,000.00		
31089	Lapizco, Mariana Jahayra Pineda	On Demand Services	KVCR	KVCR	$ 36,000.00		
31090	Garcia, Juan dba AJC Building Maintenance	Maintenance Agreement	SBCCD	ATPC	$ 6,000.00		
31091	DW Cloud Tech	Services	DSO	TESS	$ 76,800.00		
31092	Party Plus Rentals	Rental	SBVC	Student Services	$ 4,483.80		
31093	Envision Education LLC	On Demand Services	CHC	Instruction	$ 5,200.00		
31094	San Bernardino County Superintendent of Schools	Services	SBCCD	Chancellor	$ 25,000.00		

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31095	Rise Interpreting Inc	Services	CHC	Arts	$ 25,000.00		
31097	Fairview Ford	On Demand Services	SBCCD	District Police	$ 50,000.00		
31098	Patriot Air Systems Inc	Maintenance Agreement	SBCCD	ATPC	$ 6,000.00		
30983	Youth Power Community Solutions	Facility Use	SBVC	Admin Services	No Cost		
24023	Foundation for California Community Colleges	Amendment 01	DSO	TESS	No Cost		Term Extension
30998	Immigration Legal Defense	MOU	CHC	EOPS	No Cost		
31011	Redlands Community Hospital	Clinical Site Agreement	SBVC	Nursing	No Cost		
31018	Intel Corporation	Software/Licensing	SBVC	Mathematics	No Cost		
31032	Patton State Hospital	Clinical Site Agreement	SBCCD	Nursing	No Cost		

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31037	Redlands, City of	Permit Application	KVCR	KVCR	No Cost		
31038	Girls on the Run Inland Empire	Facility Use	CHC	Admin Services	No Cost		
31052	Rim of the World USD	MOU	SBCCD	Academic Success	No Cost		
31053	Rim of the World USD	Concurrent Enrollment	SBCCD	Academic Success	No Cost		
31071	Asociacion de Emprendedor@s	Facility Use	CHC	Facilities	No Cost		
31076	Grand Canyon University	Concurrent Enrollment	SBVC	Nursing	No Cost		
31079	Valley View Mutual Water Agency	MOU	SBVC	Applied Tech	No Cost		
31080	Strawberry Lodge Mutual Water District	MOU	SBVC	Applied Tech	No Cost		
31100	Inland Counties Legal Services	Legal Services	CHC	Student Life	No Cost		

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
30645	Riverside CCD	Cancelled	SBCCD	EDCT		$ 4,000.00	
30646	Riverside CCD	Cancelled	SBCCD	EDCT		$ 61,421.00	
30647	Riverside CCD	Cancelled	SBCCD	EDCT		$ 335,454.00	
30982	California, State of	Income - Grant	SBCCD	EDCT		$ 428,286.00	
31012	Riverside CCD	Income	SBCCD	EDCT		$ 4,000.00	
31013	Riverside CCD	Income	SBCCD	EDCT		$ 46,066.00	
31014	Riverside CCD	Income	SBCCD	EDCT		$ 251,591.00	
31017	California, State of	Income - Grant	SBCCD	Facilities		$ 449,400.00	
31028	Regents of the University of CA - Riverside	Income - Grant	SBVC	Grants		$ 40,000.00	

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31030	California, State of	Income - Grant	SBCCD	EDCT		$ 1,840,500.00	
31030	California, State of	Income - Amendment 01	SBCCD	EDCT		$ 1,840,500.00	Update Payment Terms
26611	Foundation for California Community Colleges	Amendment 01	SBCCD	EDCT		$ 185,000.00	Term Extension
30324	Riverside CCD	Income - Amendment 02	SBCCD	EDCT		$ 352,269.00	$ 48,867.00
31051	California Department of Education	Income - Grant	SBVC	Child Center		$ 2,895,618.00	
31059	San Bernardino County Superintendent of Schools	Income	KVCR	KVCR		$ 50,000.00	
31060	Rancho Santiago CCD	Income - Grant	DSO	Human Resources		$ 230,000.00	
31060	Rancho Santiago CCD	Income - Amendment 01	DSO	Human Resources		$ 250,000.00	$ 20,000.00
22513	Butte County Office of Education	Income - Amendment 03	SBCCD	EDCT		$ 3,386,350.00	$ 690,300.00

Contracts Below $114,800

Presented for Information August 14, 2025

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31067	California, State of	Income - Grant	SBCCD	EDCT		$ 3,504,320.00	
30115	California, State of	Income - Amendment 01	SBCCD	College Corp		$ 842,521.83	13861.83
31077	San Bernardino International Airport Authority	Income - Training Agreement	SBCCD	EDCT		$ 25,000.00	
22514	Duck and Owl LLC	Income - Amendment 02	CHC	Admin Services		$ 20,000.00	Term Extension
31101	California, State of	Income - Grant	SBVC	Child Center		$ 1,412,453.00	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Angel Rodriguez, Associate Vice Chancellor, Government Relations & Strategic Communications

PREPARED BY: Tammy Mathis, District Director of Grants

DATE: August 14, 2025

SUBJECT: Districtwide Grant Submissions and Awards

RECOMMENDATION

This item is for information only.

OVERVIEW

Between July 1, 2025 and July 30, 2025 the San Bernardino Community College District (SBCCD), in collaboration with the Economic Development & Corporate Training Center, Crafton Hills College, San Bernardino Valley College, and KVCR, has actively pursued multiple grants to advance our educational mission towards student success.

By securing external funding through these grant applications, SBCCD is committed to ensuring fiscal sustainability while providing vital resources to support the implementation of SBCCD's 2022-2027 strategic plan and the colleges' master plans.

ANALYSIS

- **Grant Application Period**: 7 applications were submitted districtwide from June 30, 2025 through July 30, 2025.
- **Total Grant Funding Applied**: $11,730,031.20 collectively applied for by SBCCD, EDCT, CHC, SBVC, and KVCR.
- **Grants Awarded**: Grants awarded totaling $741,484.00.
- **Fiscal Year 24/25 Grants Pending**: 12 for a total of $21,728,477
- **Thank You to Funding Partners:**
  - CTA Institute for Teaching (IFT): $19,900
  - California Community College Chancellor’s Office (Rising Scholars—SBVC) $355,557
  - California Community College Chancellor’s Office (Rising Scholars—CHC) $366,027

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

If awarded, these grants would provide a significant financial influx into the district.

Date: **August 14, 2025**

To: SBCCD Board of Trustees

From: Tammy Mathis, District Director of Grants

Reviewed by: Angel Rodriguez, Associate Vice Chancellor of Government Relations & Strategic Communications

RE: **FY 2025-26 Grant Updates**

Executive Summary:

- **Grant Applications Submitted from June 30, 2025 – July 30, 2025:** SBCCD, EDCT, CHC, SBVC and KVCR have collectively applied for 7 grants totaling $11,730,031.20
- **Total Grants Awarded in Fiscal Year 2025/26:** 3 grants funded for $741,484.00
- **Grant Applications Submitted in Fiscal Year 2024/25:** SBCCD, EDCT, CHC, SBVC and KVCR have collectively applied for 55 grants in FY 24/25 totaling $34,588,143.20
- **Fiscal Year 24/25 Grants Pending:** 12 for a total of $21,728,477
- **Strategic Alignment:** All grants align with SBCCD's strategic directions and the colleges' educational master plans.

New Grant Awards

Environmental Educators Cohort Grant

Purpose: This grant supports educators leading the way in California schools' environmental learning and sustainability efforts. The project's title is "Enhancing Urban Biodiversity Through Native Plant Education."

- **Grantor:** CTA Institute for Teaching (IFT)
- **Lead Entity –** SBVC
- **Application Status** – AWARDED $19,900

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 1:** Increase Student Enrollment
  - **Supporting Action 3:** Focus outreach on disproportionately impacted groups and special populations.
  - **Supporting Action 3:** Increase the number of Black/African American and Hispanic/Latinx courses and programs.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 4:** Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 1:** Create a college-going culture through intentional community outreach and clear communications pathways.
  - **Supporting Action 2:** Create targeted outreach campaigns that consider specific audiences and demographics.
- ✓ **SBVC Strategic Direction 6:** Create and sustain a sense of belonging for all college and community stakeholders.
  - **Supporting Action 1:** Strengthen a culture of inclusion.

Rising Scholars Grant, Round 2 - SBVC

Purpose: This grant provides assistance and supportive services to students who have been previously incarcerated, or justice involved, helping them to discover a viable career pathway for lifelong success.

- **Grantor:** CCCCO
- **Application Amount:** $901,709
- **Lead Entity –** SBVC
- **Application Status** – AWARDED $355,557

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 1:** Increase Student Enrollment
  - **Supporting Action 3:** Focus outreach on disproportionately impacted groups and special populations.
  - **Supporting Action 3:** Increase the number of Black/African American and Hispanic/Latinx courses and programs.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 4:** Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 1:** Create a college-going culture through intentional community outreach and clear communications pathways.
  - **Supporting Action 2:** Create targeted outreach campaigns that consider specific audiences and demographics.
- ✓ **SBVC Strategic Direction 6:** Create and sustain a sense of belonging for all college and community stakeholders.
  - **Supporting Action 1:** Strengthen a culture of inclusion.

Rising Scholars Grant, Round 2 - CHC

Purpose: This grant provides assistance and supportive services to students who have been previously incarcerated, or justice involved, helping them to discover a viable career pathway for lifelong success.

- **Grantor:** CCCCO
- **Application Amount:** $912,698
- **Lead Entity –** CHC
- **Application Submitted** – February 25, 2025
- **Application Status** – AWARDED $366,027

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 1:** Increase Student Enrollment
  - **Supporting Action 3:** Focus outreach on disproportionately impacted groups and special populations.
  - **Supporting Action 3:** Increase the number of Black/African American and Hispanic/Latinx courses and programs.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 4:** Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 1:** Create a college-going culture through intentional community outreach and clear communications pathways.
  - **Supporting Action 2:** Create targeted outreach campaigns that consider specific audiences and demographics.
- ✓ **SBVC Strategic Direction 6:** Create and sustain a sense of belonging for all college and community stakeholders.
  - **Supporting Action 1:** Strengthen a culture of inclusion.

Recent Grant Submissions
(Grants Submitted Starting June 30, 2025)

Back 2 Work Grant

Purpose: This grant would allow for the creation of additional work crews for formally incarcerated individuals. This population receives pay every week for hours completed, as well as additional supportive services as necessary.

- **Grantor:** BCOE
- **Application Amount**: $1,598,980
- **Lead Entity –** EDCT
- **Application Submitted** – July 28, 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
  - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs

IDRC Skills for Tomorrow – Letter of Intent

Purpose: AI training for incumbent office workers and a new EV Fleet Academy to reskill automotive technicians employed by local governments. Both programs will be delivered in a short-term, not-for-credit format designed for immediate responsiveness to employer needs.

- **Grantor:** CCCCO
- **Application Amount**: $500,000
- **Lead Entity –** EDCT
- **Application Submitted** – July 11, 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
  - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs

IDRC IE Utility Line Clearance Training – Letter of Intent

Purpose: EDCT is working to address the need for trained utility line clearance workers, an emerging field experiencing substantial demand as California works to aggressively mitigate wildfire risk. The region's utility company Southern California Edison is a core partner for this project.

- **Grantor:** CCCCO
- **Application Amount**: $500,000
- **Lead Entity –** EDCT
- **Application Submitted** – July 11, 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
  - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs

HRTP Round III

Purpose: This regional grant focuses on the priority sectors of cybersecurity, clean energy and advanced manufacturing. This grant allows us to partner in with 8 colleges, two non-profits and multiple employer partners.

- **Grantor:** CWDB
- **Application Amount**: $5,000,000
- **Lead Entity –** EDCT
- **Application Submitted** – July 9, 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
  - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs

Regional Alliances and Multistakeholder Partnerships to Stimulate (RAMPS) grant

Purpose: To establish community-based partnerships to develop cybersecurity career pathways that address local workforce needs. We have specifically applied for cybersecurity apprenticeship program development at Crafton Hills College.

- **Grantor:** NIST
- **Application Amount:** $200,000
- **Lead Entity –** Crafton Hills College
- **Application Submitted** – July 1, 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 1:** Increase Student Enrollment
  - **Supporting Action 3:** Focus outreach on disproportionately impacted groups and special populations.
  - **Supporting Action 3:** Increase the number of Black/African American and Hispanic/Latinx courses and programs.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 4:** Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 1:** Create a college-going culture through intentional community outreach and clear communications pathways.
  - **Supporting Action 2:** Create targeted outreach campaigns that consider specific audiences and demographics.
- ✓ **SBVC Strategic Direction 6:** Create and sustain a sense of belonging for all college and community stakeholders.
  - **Supporting Action 1:** Strengthen a culture of inclusion.

Hispanic Serving Institutions Grant

Purpose: Submitting application on behalf of Crafton Hills College for project to expand distance learning, apprenticeship, and WBL programs for Hispanic and low-income students.

- **Grantor:** US Dept. of Education
- **Application Amount:** $3,000,000
- **Lead Entity –** Crafton Hills College
- **Application Submitted** – July 3, 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 1:** Increase Student Enrollment
  - **Supporting Action 3:** Focus outreach on disproportionately impacted groups and special populations.
  - **Supporting Action 3:** Increase the number of Black/African American and Hispanic/Latinx courses and programs.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 4:** Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 1:** Create a college-going culture through intentional community outreach and clear communications pathways.
  - **Supporting Action 2:** Create targeted outreach campaigns that consider specific audiences and demographics.
- ✓ **SBVC Strategic Direction 6:** Create and sustain a sense of belonging for all college and community stakeholders.
  - **Supporting Action 1:** Strengthen a culture of inclusion.

Thrive Inland SoCal Catalyst Fund, Round 3

Purpose: This grant would provide for the expansion of a new 5-person work crew program in partnership with the city of Rialto for formally incarcerated individuals. Transportation and equipment costs are included in this grant.

- **Grantor:** Thrive
- **Application Amount:** $931,451.20
- **Lead Entity –** EDCT
- **Application Submitted** – June 30, 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.

- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
  - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs

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Pending Applications

PBS Frontline Reporting

Purpose: This grant proposal would fund a reporter to complete an investigative piece on a community item of interest in the Inland Empire.

- **Grantor:** PBS
- **Application Amount:** $80,000
- **Lead Entity –** KVCR
- **Application Submitted** – June 2, 2025
- **Application Status** –Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.

- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
  - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs

Chick-fil-A True Inspiration Grant

Purpose: This grant was given to support the Valley Bound Commitment Program which removes economic barriers to low-income students by assisting with enrollment fees and textbooks for the first year of college attendance, boosting grades and college completion rates throughout the district.

- **Grantor:** Chick-fil-A
- **Application Amount**: $300,000
- **Lead Entity –** SBVC Foundation
- **Application Submitted** – March 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 1:** Increase Student Enrollment
  - **Supporting Action 3:** Focus outreach on disproportionately impacted groups and special populations.
  - **Supporting Action 3:** Increase the number of Black/African American and Hispanic/Latinx courses and programs.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 4:** Increase the number of grant applications to support CHC programs.

- ✓ **SBVC Strategic Direction 1:** Create a college-going culture through intentional community outreach and clear communications pathways.
  - **Supporting Action 2:** Create targeted outreach campaigns that consider specific audiences and demographics.
- ✓ **SBVC Strategic Direction 6:** Create and sustain a sense of belonging for all college and community stakeholders.
  - **Supporting Action 1:** Strengthen a culture of inclusion.

Federal Funding Request (Aguilar)

Purpose: This funding request provides per student dollar amounts for our commercial pilot program at San Bernardino Valley College. We have requested $50,000 per student, and given a menu of options for how many could be enrolled into training within the first two years of operations.

- **Grantor:** General Funds (Federal)
- **Application Amount:** $5,000,000
- **Lead Entity –** SBVC
- **Application Submitted** – March 15, 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 1:** Increase Student Enrollment
  - **Supporting Action 3:** Focus outreach on disproportionately impacted groups and special populations.

- **Supporting Action 3:** Increase the number of Black/African American and Hispanic/Latinx courses and programs.

✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
- **Supporting Action 4:** Increase the number of grant applications to support CHC programs.

✓ **SBVC Strategic Direction 1:** Create a college-going culture through intentional community outreach and clear communications pathways.
- **Supporting Action 2:** Create targeted outreach campaigns that consider specific audiences and demographics.

✓ **SBVC Strategic Direction 6:** Create and sustain a sense of belonging for all college and community stakeholders.
- **Supporting Action 1:** Strengthen a culture of inclusion.

Rebuild Student Support Services

Purpose: The TRIO Student Support Services Grant is a 5-year cycle. DOE adjusts funding year by year.

- **Grantor:** US Department of Education
- **Lead Entity –** SBVC
- **Application Amount:** $361,922 for year 1
- **Application Submitted:** July 15, 2024
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

✓ **CHC Strategic Direction 1:** Increase Student Enrollment
- **Supporting Action 3:** Focus outreach on disproportionately impacted groups and special populations.
- **Supporting Action 3:** Increase the number of Black/African American and Hispanic/Latinx courses and programs.

✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
- **Supporting Action 4:** Increase the number of grant applications to support CHC programs.

✓ **SBVC Strategic Direction 1:** Create a college-going culture through intentional community outreach and clear communications pathways.
- **Supporting Action 2:** Create targeted outreach campaigns that consider specific audiences and demographics.

✓ **SBVC Strategic Direction 6:** Create and sustain a sense of belonging for all college and community stakeholders.
- **Supporting Action 1:** Strengthen a culture of inclusion.

CPC Next Generation Warning System Grant

Purpose: Enhance capacity of local broadcast stations to receive, broadcast, and redistribute emergency alert messages from the Integrated Public Alert & Warning System using IPAWS Specification for Common Alerting Protocol (CAP); and Enhance technology infrastructure to ensure local public broadcast stations can launch new, enhanced broadcast services, that improve and expand the distribution of public alerts and warnings.

- **Grantor:** Climate Prediction Center (CPC)
- **Application Amount:** $706,968
- **Lead Entity –** KVCR
- **Application Submitted** – September 11, 2024
- **Application Status** – Waiting an Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 7:** Connect students to regional and community opportunities.
  - **Supporting Action 1:** Increase industry/non-industry internships for students.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs.

Swipe out Hunger Grant

Purpose: This grant would allow Valley College to fund staff and extend hours for the basic needs department.

- **Grantor:** Swipe Out Hunger USA
- **Lead Entity –** SBVC
- **Application Amount:** $6,000
- **Application Submitted** – September 18, 2024
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.

- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.

- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
  - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs.

CA Humanities Grant

Purpose: This grant is for the development of a documentary entitled “Lopez vs Seccombe.” This documentary tells the story of San Bernardino and how the Mexican community began a civil rights movement to desegregate public and recreational spaces.

- **Grantor:** California Humanities
- **Application Amount:** $50,000
- **Lead Entity –** KVCR
- **Application Submitted** – October 2024
- **Application Status** – Waiting on Announcement
-

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 1:** Increase Student Enrollment
  - **Supporting Action 3:** Focus outreach on disproportionately impacted groups and special populations.
  - **Supporting Action 3:** Increase the number of Black/African American and Hispanic/Latinx courses and programs.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 4:** Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 1:** Create a college-going culture through intentional community outreach and clear communications pathways.
  - **Supporting Action 2:** Create targeted outreach campaigns that consider specific audiences and demographics.
- ✓ **SBVC Strategic Direction 6:** Create and sustain a sense of belonging for all college and community stakeholders.
  - **Supporting Action 1:** Strengthen a culture of inclusion.

Public Works and Economic Adjustment Assistance Grant

Purpose: This grant would provide for additional classroom space and infrastructure improvements at the EDCT campus site.

- **Grantor:** US EDA
- **Application Amount:** $6,125,000
- **Lead Entity –** EDCT
- **Application Submitted** – November 15, 2024
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.

- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
  - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs

National Endowment for the Humanities

Purpose: This grant will fund to create the documentary Succombe vs. Lopez for KVCR TV and radio station.

- **Grantor:** National Endowment for the Humanities
- **Application Amount:** $698,587
- **Lead Entity –** KVCR
- **Application Submitted** – January 7, 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.

- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.

- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
  - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs

California Local News Fellowship Program, KVCR

Purpose: California newsrooms are a vital part of the California Local News Fellowship program, a state-funded initiative to support and strengthen local reporting, focusing on underserved communities. We have asked for funding for two reporters – one for KVCR and one for FNX for the duration of two years.

- **Grantor:** California Local News Fellowship
- **Application Amount:** No specific amount (approx. 200K)
- **Lead Entity –** KVCR
- **Application Submitted** – January 4, 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.

- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
  - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs.

California Local News Fellowship Program, FNX

Purpose: California newsrooms are a vital part of the California Local News Fellowship program, a state-funded initiative to support and strengthen local reporting, focusing on underserved communities. We have asked for funding for two reporters – one for KVCR and one for FNX for the duration of two years.

- **Grantor:** California Local News Fellowship
- **Application Amount:** No specific amount (approx. 200K)
- **Lead Entity –** KVCR
- **Application Submitted** – January 4, 2025
- **Application Status** – Waiting on Announcement

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.
- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
  - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
  - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
  - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs.

San Bernardino Job Growth Corridor

Purpose: This proposal would assist in the expansion and renovation of EDCT, providing additional classroom space, updated learning technology and refurbishment of essential campus areas, allowing for an increase of program participants.

- **Grantor:** County of San Bernardino
- **Lead Entity –** SBCCD
- **Application Amount:** $8,000,000
- **Application Status** – Waiting on Status

Alignment with Educational Master Plans:

- ✓ **CHC Strategic Direction 4:** Develop a campus culture that engages students, employees, and the broader community.
  - **Supporting Action 4.1:** Strengthen and promote partnerships with the Community. Develop career partnerships with local businesses for student employment opportunities.

- ✓ **CHC Strategic Direction 5:** Foster and support inquiry, accountability, and campus sustainability.
    - **Supporting Action 5.4:** Develop alternative revenue streams. Increase the number of grant applications to support CHC programs.
- ✓ **SBVC Strategic Direction 2:** Innovate curriculum and course offerings to support student equity and completion.
    - **Supporting Action 2:** Continue to implement culturally responsive pedagogies.
- ✓ **SBVC Strategic Direction 8:** Ensure sustainability through fiscal accountability
    - **Supporting Action 4:** Demonstrate responsiveness to community needs with regard to certificates, degrees, and programs.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director of Business & Fiscal Services

DATE: August 14, 2025

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. District cash balances are reviewed regularly and monitoring the amount of cash available to meet financial obligations is a core responsibility of the Fiscal Services Department. Fiscal year forecasts are updated monthly using the most current actual revenue and expense data and any new guidance from the State. Attached is the restricted and unrestricted General Fund monthly cash flow analysis.

ANALYSIS

As noted in the forecast, cash balances fluctuate throughout the year based on the amount and timing of actual and estimated revenues and expenses. The current cash estimate for June 30, 2025, decreased by $11,246,241 to $70,627,291 from the previous estimate of $81,873,532 primarily due to the fiscal year-end accrual process. Transactions including revenue accruals, expense accruals, and revenue deferrals will be accounted in FY2024-25. However, the net cash increases will be reflected in FY2025-26. These transactions account for approximately $9,125,000 of the cash decrease in the month of June. The remaining decrease is attributed to unspent grant funds.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

This analysis is an important part of ensuring sufficient cash is available to meet District needs.

General Fund Cash Flow Analysis – Restricted & Unrestricted
Fiscal Year 2024-2025

(as of July 18, 2025, rounded to the nearest $1,000)

													PROJECTED	
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	ACCRUALS	TOTAL
Estimated Beginning Cash Balance	82,796	88,219	77,997	82,313	77,846	71,827	88,150	84,177	75,664	77,250	80,591	82,386		
Receipts														
Federal		186	4	5	53	135	192	307	402	40	-669	442	2,000	3,099
State	13,261	8,157	13,652	7,282	7,800	42,359	7,277	10,535	15,139	9,043	8,519	11,462	9,000	163,487
Local	6,309	699	4,522	1,189	-932	31,849	6,177	-11,087	2,005	15,995	10,122	-4,084		62,763
Interfund Transfer & Sale of Assets					3,253	29	-28	4,989			1,084	5,273		14,601
Accounts Receivable/Accruals	-3,045	438	3,090	5,345	1,337	-6,877	787	2,704	1,556	-1,668	8,906	-2,148		10,426
Total Receipts	16,525	9,480	21,268	13,821	11,511	67,496	14,405	7,449	19,102	23,411	27,963	10,946	11,000	254,376
Disbursements														
Academic Salaries	10	5,227	5,071	5,905	5,912	3,983	5,442	5,023	5,676	5,641	6,068	10,138		64,095
Classified Salaries	3,304	3,643	3,690	4,149	4,000	3,740	3,964	3,640	3,906	4,565	4,246	4,528		47,375
Benefits	1,699	3,102	3,189	3,419	3,583	-673	3,382	3,303	3,556	3,753	3,626	6,674		38,613
Supplies & Materials	136	195	119	262	216	27	197	458	271	484	445	422	30	3,262
Other Operating Exp	2,486	1,221	2,374	2,580	2,026	-276	3,373	1,097	2,833	2,691	3,506	1,266	1,700	26,876
Capital Outlay	521	-45	768	212	277	127	239	258	435	1,321	850	1,258	100	6,319
Other Outgo	1,099	589	2,054	1,833	1,794	2,610	1,295	2,094	1,032	2,058	880	1,734	45	19,116
Longterm Post-Employment Benefits	-5	-7	-7	-7	-7	-7	11	12	-7	-7	21	-8		-19
Accounts Payable/Accruals	1,853	5,778	-306	-64	-271	41,644	475	78	-186	-437	6,526	-3,308		51,783
Total Disbursements	11,103	19,702	16,953	18,288	17,529	51,173	18,379	15,961	17,517	20,069	26,168	22,704	1,875	257,420
Increase / (Decrease) in Cash Balance	5,423	-10,222	4,316	-4,467	-6,018	16,322	-3,973	-8,512	1,585	3,341	1,795	-11,758	9,125	
Estimated Ending Cash Balance	88,219	77,997	82,313	77,846	71,827	88,150	84,177	75,664	77,250	80,591	82,386	70,627		

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Lexipol Policies and Procedures

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The Lexipol Policies and Procedures: 803-Administrative Support, 1004-Anti-Retaliation, 401-Bias-Based Policing, 330-Death Investigation, 324-Media Relations, 434-Medical Aid and Response, 433-Suspicious Activity Reporting, 501-Traffic Collision Reporting, and 203-Training are being submitted to the Board of Trustees for their perusal.

ANALYSIS

The Lexipol Policy and Procedure: 803-Administrative Support, 1004-Anti-Retaliation, 401-Bias-Based Policing, 330-Death Investigation, 324-Media Relations, 434-Medical Aid and Response, 433-Suspicious Activity Reporting, 501-Traffic Collision Reporting, and 203-Training will provide a ready reference of rules, procedures, and guidelines for all SBCCD Police Personnel to assist them in the proper procedures of their duties and responsibilities.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

Administrative Support

803.1 PURPOSE AND SCOPE

This policy establishes the guidelines for the operational functions of the San Bernardino Community College District Police Department Administrative Support. The policy addresses Department file access and internal requests for case reports.

803.2 POLICY

It is the policy of the San Bernardino Community College District Police Department to maintain Department records securely, professionally, and efficiently.

803.3 RESPONSIBILITIES

803.3.1 RECORDS SUPERVISOR

The Chief of Police shall appoint and delegate certain responsibilities to a Police Compliance Manager. The Police Compliance Manager shall be directly responsible to the Chief of Police or the authorized designee.

The responsibilities of the Police Compliance Manager include but are not limited to:

(a) Overseeing the efficient and effective operation of the Administrative Support.

(b) Scheduling and maintaining Administrative Support time records.

(c) Ensuring compliance with established policies and procedures.

(d) Supervising the access, use, and release of protected information (see the Protected Information Policy).

(e) Establishing security and access protocols for case reports designated as sensitive, where additional restrictions to access have been implemented. Sensitive reports may include but are not limited to:

1. Homicides.
2. Cases involving Department members or public officials.
3. Any case where restricted access is prudent.

803.3.2 ADMINISTRATIVE SUPPORT

The responsibilities of the Administrative Support include but are not limited to:

(a) Maintaining a records management system for case reports.

1. The records management system should include a process for numbering, identifying, tracking, and retrieving case reports.

(b) Entering case report information into the records management system.

1. Modification of case reports shall only be made when authorized by a supervisor.

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(c) Providing members of the Department with access to case reports when needed for investigation or court proceedings.

(d) Maintaining compliance with federal, state, and local regulations regarding reporting requirements of crime statistics. This includes reporting statistical data to the California Department of Justice (DOJ) for:

1. All officer-involved shootings and incidents involving use of force resulting in serious bodily injury (Government Code § 12525.2).
2. Suspected hate crimes (Penal Code § 13023).
3. Complaints of racial bias against officers (Penal Code § 13012; Penal Code § 13020).
4. Civilian complaints made against officers (Penal Code § 832.5; Penal Code § 13012).
5. Stop data required by Government Code § 12525.5 and 11 CCR 999.226.
    (a) The reported information must not contain personally identifiable information of the person stopped or other information exempt from disclosure pursuant to Government Code § 12525.5 (11 CCR 999.228).
6. Anti-reproductive rights crime information required by Penal Code § 13777.

(e) Maintaining compliance with federal, state, and local regulations regarding criminal history reports and auditing.

(f) Identifying missing case reports and notifying the responsible member's supervisor.

(g) Establishing a process for collecting and submitting data to appropriate federal data collection authorities (e.g., FBI National Use-of-Force Data Collection, U.S. Department of Justice's National Law Enforcement Accountability Database), as applicable, for the following types of occurrences:

(a) Officer suicides
(b) Officer misconduct
(c) Uses of force
(d) Officer deaths or assaults
(e) Crime incidents
(f) Deaths in custody

(h) Updating the Automated Firearms System to reflect any firearms relinquished to the Department and the subsequent disposition to the California DOJ pursuant to Penal Code § 34010 (Penal Code § 29810).

(i) Entering into the Automated Firearms System information about each firearm that has been reported stolen, lost, found, recovered, held for safekeeping, surrendered in relation to a private party firearms transaction or registration, relinquished pursuant to a court order, or under observation, within seven calendar days of the precipitating event (Penal Code § 11108.2).

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(j) Entering into the California DOJ automated property system descriptions of serialized property, or non-serialized property that has been uniquely inscribed, which has been reported stolen, lost, found, recovered, held for safekeeping, or under observation (Penal Code § 11108).

(k) Maintaining compliance with quarterly California DOJ reporting requirements regarding the Department's efforts to verify an individual listed in the Armed and Prohibited Persons System (APPS) is no longer in possession of a firearm (Penal Code § 29813).

(l) Maintaining compliance with the state and California DOJ reporting requirements regarding the number of transfers of individuals to immigration authorities and offenses that allowed for the transfers (Government Code § 7284.6(c)(2)).

(m) Transmitting data to the Joint Regional Information Exchange System on any suspected multi-mission extremist crimes.

803.3.3 ADMINISTRATIVE SUPPORT PROCEDURE MANUAL
The Records Supervisor should establish procedures that address:

(a) Identifying by name persons in reports.

(b) Classifying reports by type of incident or crime.

(c) Tracking reports through the approval process.

(d) Assigning alpha-numerical records to all arrest records.

(e) Managing a warrant and wanted persons file.

803.4 DETERMINATION OF FACTUAL INNOCENCE

In any case where a person has been arrested by officers of the San Bernardino Community College District Police Department and no accusatory pleading has been filed, the person arrested may petition the Department to destroy the related arrest records. Petitions should be forwarded to the Chief of Police or authorized designee. The Chief of Police or authorized designee should promptly contact the prosecuting attorney and request a written opinion as to whether the petitioner is factually innocent of the charges (Penal Code § 851.8). Factual innocence means the accused person did not commit the crime.

Upon receipt of a written opinion from the prosecuting attorney affirming factual innocence, the Chief of Police or authorized designee should forward the petition to the District Legal Counsel for review. After such review and consultation with the District Legal Counsel and the Chief of Police or authorized designee shall decide whether a finding of factual innocence is appropriate.

Upon determination that a finding of factual innocence is appropriate, the Chief of Police or authorized designee shall ensure that the arrest record and petition are sealed for later destruction and the required notifications are made to the California DOJ and other law enforcement agencies (Penal Code § 851.8).

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The Chief of Police or authorized designee should respond to a petition with the Department's decision within 45 days of receipt. Responses should include only the decision of the Department, not an explanation of the analysis leading to the decision.

803.5 FILE ACCESS AND SECURITY

The security of files in the Records Storage Area must be a high priority and shall be maintained as mandated by state or federal law. All case reports including but not limited to initial, supplemental, follow-up, evidence, and any other reports related to a police Department case, including field interview (FI) cards, criminal history records, and publicly accessible logs, shall be maintained in a secure area within the Records Storage Area, accessible only by authorized members of Administrative Support. Access to case reports or files when Administrative Support members are not available may be obtained through a supervisor.

The Administrative Support will also maintain a secure file for case reports deemed by the Chief of Police as sensitive or otherwise requiring extraordinary access restrictions.

803.6 ORIGINAL CASE REPORTS

Generally, original case reports shall not be removed from the Records Storage Area. Should an original case report be needed for any reason, the requesting Department member shall first obtain authorization from the Administrative Support members or a supervisor when the Administrative Support members are not available. All original case reports removed from the Records Storage Area shall be recorded on a designated report check-out log, which shall be the only authorized manner by which an original case report may be removed from the Records Storage Area.

All original case reports to be removed from the Records Storage Area shall be photocopied and the photocopy retained in the file location of the original case report until the original is returned to the Records Storage Area. The photocopied report shall be shredded upon return of the original report to the file.

803.7 CONFIDENTIALITY

Administrative Support members have access to information that may be confidential or sensitive in nature. Administrative Support members shall not access, view, or distribute, or allow anyone else to access, view, or distribute any record, file, or report, whether in hard copy or electronic file format, or any other confidential, protected, or sensitive information except in accordance with the Records Maintenance and Release and Protected Information policies and state and federal law.

803.8 ARREST WITHOUT FILING OF ACCUSATORY PLEADING

The Chief of Police should ensure a process is in place for when an individual is arrested and released and no accusatory pleading is filed so that the following occurs (Penal Code § 849.5; Penal Code § 851.6):

(a) The individual is issued a certificate describing the action as a detention.

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(b) All references to an arrest are deleted from the arrest records of the Department and the record reflects only a detention.

(c) The California DOJ is notified.

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Anti-Retaliation

1004.1 PURPOSE AND SCOPE

This policy prohibits retaliation against members who identify workplace issues, such as fraud, waste, abuse of authority, gross mismanagement or any inappropriate conduct or practices, including violations that may pose a threat to the health, safety or well-being of members.

This policy does not prohibit actions taken for nondiscriminatory or non-retaliatory reasons, such as discipline for cause.

These guidelines are intended to supplement and not limit members' access to other applicable remedies. Nothing in this policy shall diminish the rights or remedies of a member pursuant to any applicable federal law, provision of the U.S. Constitution, law, ordinance or memorandum of understanding.

1004.2 POLICY

The San Bernardino Community College District Police Department has a zero tolerance for retaliation and is committed to taking reasonable steps to protect from retaliation members who, in good faith, engage in permitted behavior or who report or participate in the reporting or investigation of workplace issues. All complaints of retaliation will be taken seriously and will be promptly and appropriately investigated.

1004.3 RETALIATION PROHIBITED

No member may retaliate against any person for engaging in lawful or otherwise permitted behavior; for opposing a practice believed to be unlawful, unethical, discriminatory or retaliatory; for reporting or making a complaint under this policy; or for participating in any investigation related to a complaint under this or any other policy.

Retaliation includes any adverse action or conduct, including but not limited to:

- Refusing to hire or denying a promotion.
- Extending the probationary period.
- Unjustified reassignment of duties or change of work schedule.
- Real or implied threats or other forms of intimidation to dissuade the reporting of wrongdoing or filing of a complaint, or as a consequence of having reported or participated in protected activity.
- Taking unwarranted disciplinary action.
- Spreading rumors about the person filing the complaint or about the alleged wrongdoing.
- Shunning or unreasonably avoiding a person because he/she has engaged in protected activity.

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1004.4 COMPLAINTS OF RETALIATION

Any member who feels he/she has been retaliated against in violation of this policy should promptly report the matter to any supervisor, Chief of Police, or the District's Human Resources Department.

Members shall act in good faith, not engage in unwarranted reporting of trivial or minor deviations or transgressions, and make reasonable efforts to verify facts before making any complaint in order to avoid baseless allegations. Members shall not report or state an intention to report information or an allegation knowing it to be false, with willful or reckless disregard for the truth or falsity of the information or otherwise act in bad faith.

Investigations are generally more effective when the identity of the reporting member is known, thereby allowing investigators to obtain additional information from the reporting member. However, complaints may be made anonymously. All reasonable efforts shall be made to protect the reporting member's identity. However, confidential information may be disclosed to the extent required by law or to the degree necessary to conduct an adequate investigation and make a determination regarding a complaint. In some situations, the investigative process may not be complete unless the source of the information and a statement by the member is part of the investigative process.

1004.5 SUPERVISOR RESPONSIBILITIES

Supervisors are expected to remain familiar with this policy and ensure that members under their command are aware of its provisions.

The responsibilities of supervisors include, but are not limited to:

(a) Ensuring complaints of retaliation are investigated as provided in the Personnel Complaints Policy.

(b) Receiving all complaints in a fair and impartial manner.

(c) Documenting the complaint and any steps taken to resolve the problem.

(d) Acknowledging receipt of the complaint, and explaining to the member that the complaint will be handled by the District's Human Resources Department.

(e) Notifying the Chief of Police via the chain of command and the District's Human Resources Department.

(f) Taking appropriate and reasonable approved steps to mitigate any further violations of this policy.

(g) Periodic follow-up with the complainant to ensure that retaliation is not continuing.

(h) Not interfering with or denying the right of a member to make any complaint.

(i) Taking reasonable steps after such steps have been approved by the District's Human Resources Department to accommodate requests for assignment or schedule changes made by a member who may be the target of retaliation if it would likely mitigate the potential for further violations of this policy.

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1004.6 COMMAND STAFF RESPONSIBILITIES

The Chief of Police should communicate to all supervisors the prohibition against retaliation.

Command staff shall treat all complaints as serious matters and shall ensure that prompt actions take place, including but not limited to:

(a) Communicating to all members the prohibition against retaliation.

(b) The timely notification of complaints to the District's Human Resources Department to begin the investigation process as soon as practicable.

(c) Remediation of any inappropriate conduct or condition and instituting measures to eliminate or minimize the likelihood of recurrence after such measures have been approved by the District's Human Resources Department.

1004.7 WHISTLE-BLOWING

California law protects members who (Labor Code § 1102.5; Government Code § 53296 et seq.):

(a) Report a violation of a state or federal statute or regulation to a government or law enforcement agency, including the member's supervisor or any other member with the authority to investigate the reported violation.

(b) Provide information or testify before a public body if the member has reasonable cause to believe a violation of law occurred.

(c) Refuse to participate in an activity that would result in a violation of a state or federal statute or regulation.

(d) File a complaint with a local agency about gross mismanagement or a significant waste of funds, abuse of authority or a substantial and specific danger to public health or safety. Members shall exhaust all available administrative remedies prior to filing a formal complaint.

(e) Are family members who have engaged in any protected acts described above.

Members are encouraged to report any legal violations through the chain of command (Labor Code § 1102.5).

Members who believe they have been the subject of retaliation for engaging in such protected behaviors should promptly report it to a supervisor. Supervisors should refer the complaint to the Chief of Police and District's Human Resources Department for investigation pursuant to the Personnel Complaints Policy.

1004.7.1 DISPLAY OF WHISTLE-BLOWER LAWS

The Department shall display a notice to members regarding their rights and responsibilities under the whistle-blower laws, including the whistle-blower hotline maintained by the Office of the Attorney General (Labor Code § 1102.8).

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1004.8 RECORDS RETENTION AND RELEASE

The Administrative Unit and the District's Human Resources Department shall ensure that documentation of investigations is maintained in accordance with the established records retention schedules.

1004.9 TRAINING

The policy should be reviewed with each new member.

All members should receive periodic refresher training on the requirements of this policy.

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Bias-Based Policing

401.1 PURPOSE AND SCOPE

This policy provides guidance to Department members that affirms the San Bernardino Community College District Police Department's commitment to policing that is fair and objective.

Nothing in this policy prohibits the use of specified characteristics in law enforcement activities designed to strengthen the Department's relationship with its diverse communities (e.g., cultural and ethnicity awareness training, youth programs, community group outreach, partnerships).

401.1.1 DEFINITIONS

Definitions related to this policy include:

Bias-based policing or improper profiling - An inappropriate reliance on actual or perceived characteristics such as race, ethnicity, national origin (including limited English proficiency), religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, disability, or affiliation with any non-criminal group (protected characteristics) as the basis for providing differing law enforcement service or enforcement (Penal Code § 13519.4). This includes explicit and implicit biases (i.e., conscious and unconscious beliefs or attitudes towards certain groups).

401.2 POLICY

The San Bernardino Community College District Police Department is committed to providing law enforcement services to the community with due regard for the racial, cultural or other differences of those served. It is the policy of this Department to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.

401.3 BIAS-BASED POLICING PROHIBITED

Bias-based policing is strictly prohibited.

However, nothing in this policy is intended to prohibit an officer from considering protected characteristics in combination with credible, timely and distinct information connecting a person or people of a specific characteristic to a specific unlawful incident, or to specific unlawful incidents, specific criminal patterns or specific schemes.

401.3.1 CALIFORNIA RELIGIOUS FREEDOM ACT

Members shall not collect information from a person based on religious belief, practice, affiliation, national origin or ethnicity unless permitted under state or federal law (Government Code § 8310.3).

Members shall not assist federal government authorities (Government Code § 8310.3):

(a) In compiling personal information about a person’s religious belief, practice, affiliation, national origin or ethnicity.

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(b) By investigating, enforcing or assisting with the investigation or enforcement of any requirement that a person register with the federal government based on religious belief, practice, or affiliation, or national origin or ethnicity.

401.4 MEMBER RESPONSIBILITIES

Every member of this Department shall perform his/her duties in a fair and objective manner and is responsible for promptly reporting any suspected or known instances of bias-based policing to a supervisor. Members should, when reasonable to do so, intervene to prevent any biased-based actions by another member.

401.4.1 REASON FOR CONTACT

Officers contacting a person shall be prepared to articulate sufficient reason for the contact, independent of the protected characteristics of the individual.

To the extent that written documentation would otherwise be completed (e.g., arrest report, field interview (FI) card), the involved officer should include those facts giving rise to the contact, as applicable.

Except for required data-collection forms or methods, nothing in this policy shall require any officer to document a contact that would not otherwise require reporting.

401.4.2 REPORTING OF STOPS

Unless an exception applies under 11 CCR 999.227, an officer conducting a stop of a person shall collect the data elements required by Government Code § 12525.5 and 11 CCR 999.226 for every person stopped and prepare a stop data report. When multiple officers conduct a stop, the officer with the highest level of engagement with the person shall collect the data elements and prepare the report (11 CCR 999.227).

If multiple agencies are involved in a stop and the San Bernardino Community College District Police Department is the primary agency, the San Bernardino Community College District Police Department officer shall collect the data elements and prepare the stop data report (11 CCR 999.227).

The stop data report should be completed by the end of the officer's shift or as soon as practicable (11 CCR 999.227).

401.4.3 DISCLOSURE AND DOCUMENTATION OF TRAFFIC OR PEDESTRIAN STOP

An officer conducting a traffic or pedestrian stop shall state the reason for the stop prior to questioning the individual related to a criminal investigation or traffic violation unless the officer reasonably believes that withholding the reason for the stop is necessary to protect life or property from imminent threat, including but not limited to cases of terrorism or kidnapping (Vehicle Code § 2806.5).

Officers shall document the reason for the stop on any citation or report (Vehicle Code § 2806.5).

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401.5 SUPERVISOR RESPONSIBILITIES

Supervisors should monitor those individuals under their command for compliance with this policy and shall handle any alleged or observed violations in accordance with the Personnel Complaints Policy.

(a) Supervisors should discuss any issues with the involved officer and their supervisor in a timely manner.

    1. Supervisors should document these discussions in the prescribed manner.

(b) Supervisors should periodically review Mobile Audio/Video (MAV) recordings, body-worn camera (BWC) media, Mobile Digital Computer (MDC) data, and any other available resource used to document contact between officers and the public to ensure compliance with the policy.

    1. Supervisors should document these periodic reviews.

    2. Recordings or data that capture a potential instance of bias-based policing should be appropriately retained for administrative investigation purposes.

(c) Supervisors shall initiate investigations of any actual or alleged violations of this policy.

(d) Supervisors should take prompt and reasonable steps to address any retaliatory action taken against any member of this Department who discloses information concerning bias-based policing.

401.6 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

The Chief of Police or authorized designee shall ensure that all data required by the California Department of Justice (DOJ) regarding complaints of racial bias against officers is collected and provided to the for required reporting to the DOJ (Penal Code § 13012; Penal Code § 13020). See the Administrative Support Policy.

Supervisors should ensure that data stop reports are provided to the Chief of Police or authorized designee for required annual reporting to the DOJ (Government Code § 12525.5) (See Records Bureau Policy).

401.7 ADMINISTRATION

Each year, the Training Sergeant should review the efforts of the Department to provide fair and objective policing and submit an annual report, including public concerns and complaints, to the Chief of Police.

The annual report should not contain any identifying information about any specific complaint, member of the public or officers. It should be reviewed by the Chief of Police to identify any changes in training or operations that should be made to improve service.

Supervisors should review the annual report and discuss the results with those they are assigned to supervise.

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401.8 TRAINING

Training on fair and objective policing and review of this policy shall be conducted annually and include:

(a) Explicit and implicit biases.

(b) Avoiding improper profiling.

401.8.1 ADDITIONAL STATE REQUIREMENTS

Training should be conducted as directed by the Training Sergeant.

(a) All sworn members of this Department will be scheduled to attend Peace Officer Standards and Training (POST)-approved training on the subject of bias-based policing.

(b) Pending participation in such POST-approved training and at all times, all members of this Department are encouraged to familiarize themselves with and consider racial and cultural differences among members of this community.

(c) Each sworn member of this Department who received initial bias-based policing training will thereafter be required to complete an approved POST refresher course every five years, or sooner if deemed necessary, in order to keep current with changing racial, identity, and cultural trends (Penal Code § 13519.4(i)).

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Death Investigation

330.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for situations where officers initially respond to and investigate the circumstances of a deceased person.

Some causes of death may not be readily apparent, and some cases differ substantially from what they appeared to be initially. The thoroughness of death investigations and use of appropriate resources and evidence gathering techniques is critical.

330.2 INVESTIGATION CONSIDERATIONS

Emergency medical services shall be called in all suspected death cases unless the death is obvious (e.g., decapitated, decomposed).

A supervisor shall be notified as soon as possible to assist and provide appropriate personnel and resources. The on-scene supervisor should determine whether follow-up investigation is required and notify the Chief of Police as necessary. The Chief of Police or authorized designee will make notification to the District's Leadership Team in accordance with the Major Incident Notification Policy.

330.2.1 CORONER REQUEST

Government Code § 27491 and Health and Safety Code § 102850 direct the Coroner to inquire into and determine the circumstances, manner, and cause of certain deaths. The Coroner shall be called in any of the following cases:

(a) Unattended deaths (No physician in attendance or during the continued absence of the attending physician. This also includes all deaths outside hospitals and nursing care facilities.).

(b) Deaths where the deceased has not been attended by either a physician or a registered nurse who is a member of a hospice care interdisciplinary team, as defined by Health and Safety Code § 1746, in the 20 days prior to death.

(c) Deaths where the physician is unable to state the cause of death. Unwillingness does not apply. This includes all sudden, unexpected, and unusual deaths, and fetal deaths when the underlying cause is unknown.

(d) Known or suspected homicide.

(e) Known or suspected suicide (including suicide where the deceased has a history of being victimized by domestic violence).

(f) Deaths involving any criminal action or suspicion of a criminal act. This includes child and dependent adult negligence and abuse.

(g) Deaths related to or following known or suspected self-induced or criminal abortion.

(h) Deaths associated with a known or alleged rape or crime against nature.

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(i) Deaths following an accident or injury (primary or contributory). This includes deaths known or suspected as resulting (in whole or in part) from or related to accident or injury, either old or recent.

(j) Deaths from drowning, fire, hanging, gunshot, stabbing, cutting, starvation, exposure, alcoholism, drug addiction, strangulation, or aspiration.

(k) Deaths from accidental poisoning (e.g., food, chemical, drug, therapeutic agents).

(l) Deaths from occupational diseases or occupational hazards.

(m) Deaths from known or suspected contagious disease and constituting a public hazard.

(n) All deaths in operating rooms and all deaths where a patient has not fully recovered from an anesthetic, whether in surgery, recovery room, or elsewhere.

(o) Deaths that occur in prison or while under sentence. This includes all in-custody and police-involved deaths.

(p) All deaths of unidentified persons.

(q) All deaths of state hospital patients.

(r) Suspected Sudden Infant Death Syndrome (SIDS) deaths.

(s) All deaths where the patient is comatose throughout the period of the physician's attendance. This includes patients that are admitted to hospitals unresponsive and expire without regaining consciousness.

The body shall not be disturbed or moved from the position or place of death without permission of the Coroner.

330.2.2 SEARCHING DEAD BODIES

(a) The Coroner or a designee is generally the only person permitted to search a body known to be dead from any of the circumstances set forth in Government Code § 27491. The only exception is that an officer is permitted to search the body of a person killed in a traffic collision for the limited purpose of locating an anatomical donor card. If such a donor card is located, the Coroner or a designee shall be promptly notified (Government Code § 27491.3).

(b) The Coroner, with the permission of the Department, may take property, objects, or articles found on the deceased or in the immediate vicinity of the deceased that may be necessary for conducting an investigation to determine the identity of the deceased or the cause or manner of death (Government Code § 27491.3).

(c) Should exigent circumstances indicate to an officer that any other search of a known dead body is warranted prior to the arrival of the Coroner or a designee, the investigating officer should first obtain verbal consent from the Coroner or a designee (Government Code § 27491.2).

(d) Whenever reasonably possible, a witness, preferably a relative to the deceased or a member of the household, should be requested to remain nearby the scene and available to the officer pending the arrival of the Coroner or a designee. The name and address of this person shall be included in the narrative of the death report.

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(e) Whenever personal effects are removed from the body of the deceased by the Coroner or a designee, a receipt shall be obtained. This receipt shall be attached to the death report.

330.2.3 REPORTING
All incidents involving a death shall be documented on the appropriate form.

330.2.4 SUSPECTED HOMICIDE
If the initially assigned officer suspects that the death involves a homicide or other suspicious circumstances, the officer shall take steps to protect the scene. The supervisor shall be notified to determine the possible need for an investigator to respond to the scene.

If the on-scene supervisor, through consultation with the Chief of Police, is unable to determine the manner of death, the investigation shall proceed as though it is a homicide.

The investigator assigned to investigate a homicide or death that occurred under suspicious circumstances may, with the approval of their supervisor, request the Coroner to conduct physical examinations and tests, and to provide a report.

330.2.5 EMPLOYMENT-RELATED DEATHS OR INJURIES
Any member of this agency who responds to a death, serious illness, or serious injury and determines that it has occurred as a result of an accident at or in connection with the victim's employment shall ensure that the nearest office of Cal-OSHA is notified by telephone immediately or as soon as practicable with all pertinent information (8 CCR 342(b)).

330.2.6 DEATHS OF VICTIMS WITH AN IDENTIFIABLE HISTORY OF VICTIMIZED DOMESTIC VIOLENCE
Prior to making any findings as to the manner and cause of death of a deceased individual with an identifiable history of being victimized by domestic violence, investigating officers should consider factors identified in Penal Code § 679.07 (e.g., premature or untimely death, partner wanting to end relationship, scene gives appearance of death due to suicide or accident) and proceed with the investigation according to the code's requirements.

330.3 POLICY
It is the policy of the San Bernardino Community College District Police Department to respond to, document, and investigate incidents where a person is deceased. Investigations involving the death of a person, including deaths from natural causes, accidents, workplace incidents, suicide, and homicide, shall be initiated, conducted, and properly documented.

330.4 UNIDENTIFIED DEAD BODY
If the identity of a dead body cannot be established, the handling officer will request from the Coroner a unique identifying number for the body. The number shall be included in any report.

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330.5 DEATH NOTIFICATION

When reasonably practicable, and if not handled by the Coroner's Office, notification to the next-of-kin of the deceased person shall be made, in person, by the officer assigned to the incident. If the next-of-kin lives in another jurisdiction, a law enforcement official from that jurisdiction shall be requested to make the personal notification.

If a deceased person has been identified as a missing person, this Department shall attempt to locate family members and inform them of the death and location of the deceased missing person's remains. All efforts to locate and notify family members shall be recorded in appropriate reports.

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Media Relations

324.1 PURPOSE AND SCOPE

This policy provides guidelines for the release of official Department information to the media. It also addresses coordinating media access to scenes of disasters, criminal investigations, emergencies, and other law enforcement activities.

324.2 RESPONSIBILITIES

The ultimate authority and responsibility for the release of information to the media shall remain with the San Bernardino Community College District. In situations not warranting immediate notice to the San Bernardino Community College District and in situations where the Chief of Police has given prior approval, supervisors, and/or Watch Commanders may prepare and release information to the media in accordance with this policy and the applicable laws regarding confidentiality and submit it to the District's Associate Vice Chancellor of Government Relations, Strategic Communications & Grants.

324.3 ACCESS

Authorized media representatives shall be provided access to scenes of disasters, criminal investigations, emergencies, and other law enforcement activities as required by law.

Access by the media is subject to the following conditions (Penal Code § 409.5(d)):

(a) The media representative shall produce valid press credentials that shall be prominently displayed at all times while in areas otherwise closed to the public. Media representatives may not bring or facilitate the transport of an unauthorized person into a closed area unless it is for the safety of the person.

(b) Media representatives may be prevented from interfering with emergency operations and criminal investigations.

    1. Based upon available resources, reasonable effort should be made to provide a safe staging area for the media that is near the incident and that will not interfere with emergency or criminal investigation operations. All information released to the media should be coordinated through the District's Associate Vice Chancellor of Government Relations, Strategic Communications & Grants.

(c) No member of this Department who is under investigation shall be subjected to media visits or interviews without the consent of the involved member (Government Code § 3303(e)).

(d) Media interviews with individuals who are in custody should not be permitted without the approval of the Chief of Police and the express consent of the person in custody.

324.3.1 CRITICAL OPERATIONS

A critical incident or tactical operation should be handled in the same manner as a crime scene, except the media should not be permitted within the inner perimeter of the incident, subject to any restrictions as determined by the supervisor in charge. Department members shall not jeopardize

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a critical incident or tactical operation in order to accommodate the media. All comments to the media shall be coordinated through a supervisor or the District's Associate Vice Chancellor of Government Relations, Strategic Communications & Grants.

324.3.2 TEMPORARY FLIGHT RESTRICTIONS

Whenever the presence of media or other aircraft pose a threat to public or member safety or significantly hamper incident operations, the field supervisor should consider requesting a Temporary Flight Restriction (TFR). All requests for a TFR should be routed through the Watch Commander. The TFR request should include specific information regarding the perimeter and altitude necessary for the incident and should be requested through the appropriate control tower. If the control tower is not known, the Federal Aviation Administration (FAA) should be contacted (14 CFR 91.137).

324.4 POLICY

It is the policy of the San Bernardino Community College District Police Department to protect the privacy rights of individuals, while releasing non-confidential information to the media regarding topics of public concern. Information that has the potential to negatively affect investigations will not be released.

324.5 PROVIDING ADVANCE INFORMATION

To protect the safety and rights of Department members and other persons, advance information about planned actions by law enforcement personnel, such as movement of persons in custody or the execution of an arrest or search warrant, should not be disclosed to the media, nor should media representatives be invited to be present at such actions except with the prior approval of the Chief of Police.

Any exceptions to the above should only be considered for the furtherance of legitimate law enforcement purposes. Prior to approving any exception, the Chief of Police will consider, at a minimum, whether the release of information or presence of the media would unreasonably endanger any individual, prejudice the rights of any person, or is otherwise prohibited by law.

324.6 MEDIA REQUESTS

Any media request for information or access to a law enforcement incident shall be referred to the Chief of Police, or if unavailable, to the first available supervisor. Prior to releasing any information to the media, members shall consider the following:

(a) At no time shall any member of this Department make any comment or release any official information to the media without prior approval from the District's Associate Vice Chancellor of Government Relations, Strategic Communications & Grants.

(b) In situations involving multiple agencies or government departments, every reasonable effort should be made to coordinate media releases with the authorized representative of each involved agency prior to the release of any information by this Department.

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(c) Under no circumstance should any member of this Department make any comments to the media regarding any law enforcement incident not involving this Department without prior approval of the Chief of Police or District's Associate Vice Chancellor of Government Relations, Strategic Communications & Grants. Under these circumstances the member should direct the media to the agency handling the incident.

324.7 CONFIDENTIAL OR RESTRICTED INFORMATION

It shall be the responsibility of the Chief of Police to ensure that confidential or restricted information is not inappropriately released to the media (see the Records Maintenance and Release and Personnel Records policies). When in doubt, authorized and available legal counsel should be consulted prior to releasing any information.

324.7.1 EMPLOYEE INFORMATION

The identities of officers involved in shootings or other critical incidents may only be released to the media upon the consent of the involved officer or upon a formal request filed.

Any requests for copies of related reports or additional information not contained in the information log (see the Information Log section in this policy), including the identity of officers involved in shootings or other critical incidents, shall be referred to the Chief of Police.

Requests should be reviewed and fulfilled by the Police Compliance Manager, or if unavailable, the Watch Commander or the authorized designee. Such requests will be processed in accordance with the provisions of the Records Maintenance and Release Policy and public records laws.

324.8 RELEASE OF INFORMATION

The Department may routinely release information to the media without receiving a specific request. This may include media releases regarding critical incidents, information of public concern, updates regarding significant incidents, or requests for public assistance in solving crimes or identifying suspects. This information may also be released through the Department website or other electronic data sources.

324.8.1 INFORMATION LOG

The Department will maintain a daily information log of significant law enforcement activities. Log entries shall only contain information that is deemed public information and not restricted or confidential by this policy or applicable law. Upon request, the log entries shall be made available to media representatives through the Watch Commander.

The daily information log will generally include:

(a) The date, time, location, case number, type of crime, extent of injury or loss, and names of individuals involved in crimes occurring within this jurisdiction, unless the release of such information would endanger the safety of any individual or jeopardize the successful completion of any ongoing investigation, or the information is confidential (e.g., juveniles or certain victims).

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(b) The date, time, location, case number, name, birth date, and charges for each person arrested by this Department, unless the release of such information would endanger the safety of any individual or jeopardize the successful completion of any ongoing investigation or the information is confidential (e.g., juveniles).

(c) The time and location of other significant law enforcement activities or requests for service with a brief summary of the incident.

At no time shall identifying information pertaining to a juvenile arrestee (13 years of age and under), victim, or witness be publicly released without prior approval of a competent court. The identity of a minor 14 years of age or older shall not be publicly disclosed unless the minor has been arrested for a serious felony and the release of such information has been approved by the Watch Commander (Welfare and Institutions Code § 827.5).

Identifying information concerning deceased individuals shall not be released to the media until notification of next of kin or otherwise cleared through the Coroner.

Any requests for copies of related reports or additional information not contained in this log shall be referred to the Chief of Police or authorized designee. Such requests will generally be processed in accordance with the provisions of the Public Records Act (see the Records Maintenance and Release Policy).

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Medical Aid and Response

434.1 PURPOSE AND SCOPE

This policy recognizes that members often encounter persons in need of medical aid and establishes a law enforcement response to such situations.

434.2 POLICY

It is the policy of the San Bernardino Community College District Police Department that all officers and other designated members be trained to provide emergency medical aid and to facilitate an emergency medical response.

434.3 FIRST RESPONDING MEMBER RESPONSIBILITIES

Whenever practicable, members should take appropriate steps to provide initial medical aid (e.g., first aid, CPR, use of an automated external defibrillator (AED)) in accordance with their training and current certification levels. This should be done for those in need of immediate care and only when the member can safely do so.

Prior to initiating medical aid, the member should contact Dispatch and request response by Emergency Medical Services (EMS) as the member deems appropriate.

Members should follow universal precautions when providing medical aid, such as wearing gloves and avoiding contact with bodily fluids, consistent with the Communicable Diseases Policy. Members should use a barrier or bag device to perform rescue breathing.

When requesting EMS, the member should provide Dispatch with information for relay to EMS personnel in order to enable an appropriate response, including:

(a) The location where EMS is needed.

(b) The nature of the incident.

(c) Any known scene hazards.

(d) Information on the person in need of EMS, such as:

1. Signs and symptoms as observed by the member.
2. Changes in apparent condition.
3. Number of patients, sex, and age, if known.
4. Whether the person is conscious, breathing, and alert, or is believed to have consumed drugs or alcohol.
5. Whether the person is showing signs or symptoms of extreme agitation or is engaging in violent irrational behavior accompanied by profuse sweating, extraordinary strength beyond their physical characteristics, and imperviousness to pain.

Members should stabilize the scene whenever practicable while awaiting the arrival of EMS.

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Members should not direct EMS personnel whether to transport the person for treatment.

434.4 TRANSPORTING ILL AND INJURED PERSONS

Except in exceptional cases where alternatives are not reasonably available, members should not transport persons who are not in custody and who are unconscious, who have serious injuries, or who may be seriously ill. EMS personnel should be called to handle patient transportation.

For guidelines regarding transporting ill or injured persons who are in custody, see the Transporting Persons in Custody Policy.

Members should not provide emergency escort for medical transport or civilian vehicles.

434.5 PERSONS REFUSING EMS CARE

If a person who is not in custody refuses EMS care or refuses to be transported to a medical facility, an officer shall not force that person to receive care or be transported. However, members may assist EMS personnel when EMS personnel determine the person lacks mental capacity to understand the consequences of refusing medical care or to make an informed decision and the lack of immediate medical attention may result in serious bodily injury or the death of the person.

In cases where mental illness may be a factor, the officer should consider proceeding with a 72-hour treatment and evaluation commitment (5150 commitment) process in accordance with the Mental Illness Commitments Policy.

If an officer believes that a person who is in custody requires EMS care and the person refuses, he/she should encourage the person to receive medical treatment. The officer may also consider contacting a family member to help persuade the person to agree to treatment or who may be able to authorize treatment for the person.

If the person who is in custody still refuses, the officer will require the person to be transported to the nearest medical facility. In such cases, the officer should consult with a supervisor prior to the transport.

Members shall not sign refusal-for-treatment forms or forms accepting financial responsibility for treatment.

434.6 MEDICAL ATTENTION RELATED TO USE OF FORCE

Specific guidelines for medical attention for injuries sustained from a use of force may be found in the Use of Force, Handcuffing and Restraints, Control Devices and Techniques, and Conducted Energy Device policies.

434.7 AIR AMBULANCE

Generally, when on-scene, EMS personnel will be responsible for determining whether an air ambulance response should be requested. An air ambulance may be appropriate when there are victims with life-threatening injuries or who require specialized treatment (e.g., gunshot wounds, burns, obstetrical cases), and distance or other known delays will affect the EMS response.

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The Chief of Police should develop guidelines for air ambulance landings or enter into local operating agreements for the use of air ambulances, as applicable. In creating those guidelines, the Department should identify:

- Responsibility and authority for designating a landing zone and determining the size of the landing zone.
- Responsibility for securing the area and maintaining that security once the landing zone is identified.
- Consideration of the air ambulance provider's minimum standards for proximity to vertical obstructions and surface composition (e.g., dirt, gravel, pavement, concrete, grass).
- Consideration of the air ambulance provider's minimum standards for horizontal clearance from structures, fences, power poles, antennas or roadways.
- Responsibility for notifying the appropriate highway or transportation agencies if a roadway is selected as a landing zone.
- Procedures for ground personnel to communicate with flight personnel during the operation.

One Department member at the scene should be designated as the air ambulance communications contact. Headlights, spotlights and flashlights should not be aimed upward at the air ambulance. Members should direct vehicle and pedestrian traffic away from the landing zone.

Members should follow these cautions when near an air ambulance:

- Never approach the aircraft until signaled by the flight crew.
- Always approach the aircraft from the front.
- Avoid the aircraft's tail rotor area.
- Wear eye protection during landing and take-off.
- Do not carry or hold items, such as IV bags, above the head.
- Ensure that no one smokes near the aircraft.

434.8 AUTOMATED EXTERNAL DEFIBRILLATOR (AED) USE

A member may use an AED only after receiving appropriate training from an approved public safety first aid and CPR course (22 CCR 100026.01; 22 CCR 100027.01; 22 CCR 100027.02).

434.8.1 AED USER RESPONSIBILITY

Members who are issued AEDs should check the AED at the beginning of the shift to ensure it is properly charged and functioning. Any AED that is not functioning properly shall be taken out of service and given to the Training Sergeant who is responsible for ensuring appropriate maintenance.

Following use of an AED, the device shall be cleaned and/or decontaminated as required. The electrodes and/or pads will be replaced as recommended by the AED manufacturer.

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Any member who uses an AED should contact Dispatch as soon as possible and request response by EMS.

434.8.2 AED REPORTING
Any member using an AED will complete an incident report detailing its use.

434.8.3 AED TRAINING AND MAINTENANCE
The Training Sergeant should ensure appropriate training and refresher training is provided to members authorized to use an AED. A list of authorized members and training records shall be made available for inspection by the local EMS agency (LEMSA) or EMS authority upon request (22 CCR 100027.05; 22 CCR 100027.06; 22 CCR 100028.07).

The Training Sergeant is responsible for ensuring AED devices are appropriately maintained and will retain records of all maintenance in accordance with the established records retention schedule (22 CCR 100027.05).

434.9 ADMINISTRATION OF OPIOID OVERDOSE MEDICATION
Trained members may administer opioid overdose medication (Civil Code § 1714.22; Business and Professions Code § 4119.9).

434.9.1 OPIOID OVERDOSE MEDICATION USER RESPONSIBILITIES
Members who are qualified to administer opioid overdose medication, such as naloxone, should handle, store and administer the medication consistent with their training. Members should check the medication and associated administration equipment at the beginning of their shift to ensure they are serviceable and not expired. Any expired medication or unserviceable administration equipment should be removed from service and given to the Training Sergeant.

Any member who administers an opioid overdose medication should contact Dispatch as soon as possible and request response by EMS.

434.9.2 OPIOID OVERDOSE MEDICATION REPORTING
Any member administering opioid overdose medication should detail its use in an appropriate report.

The Watch Commander will ensure that the Administrative Support member or Patrol Supervisor is provided enough information to meet applicable state reporting requirements.

434.9.3 OPIOID OVERDOSE MEDICATION TRAINING
The Training Sergeant should ensure initial and refresher training is provided to members authorized to administer opioid overdose medication. Training should be coordinated with the local health department and comply with the requirements in 22 CCR 100027.03 and any applicable POST standards (Civil Code § 1714.22).

434.9.4 DESTRUCTION OF OPIOID OVERDOSE MEDICATION
The Training Sergeant shall ensure the destruction of any expired opioid overdose medication (Business and Professions Code § 4119.9).

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434.9.5 OPIOID OVERDOSE MEDICATION RECORD MANAGEMENT

Records regarding acquisition and disposition of opioid overdose medications shall be maintained and retained in accordance with the established records retention schedule and at a minimum of three years from the date the record was created (Business and Professions Code § 4119.9).

434.10 ADMINISTRATION OF EPINEPHRINE AUTO-INJECTORS

The Chief of Police may authorize the acquisition of epinephrine auto-injectors for use by Department members as provided by Health and Safety Code § 1797.197a. The Training Sergeant shall create and maintain an operations plan for the storage, maintenance, use and disposal of epinephrine auto-injectors as required by Health and Safety Code § 1797.197a(f).

Trained members who possess valid certification may administer an epinephrine auto-injector for suspected anaphylaxis (Health and Safety Code § 1797.197a(b); 22 CCR 100027.03).

434.10.1 EPINEPHRINE USER RESPONSIBILITIES

Members should handle, store and administer epinephrine auto-injectors consistent with their training. Members should check the auto-injectors at the beginning of their shift to ensure the medication is not expired. Any expired medication should be removed from service in accordance with their training.

Any member who administers an epinephrine auto-injector medication should contact Dispatch as soon as possible and request response by EMS (Health and Safety Code § 1797.197a(b)).

434.10.2 EPINEPHRINE AUTO-INJECTOR REPORTING

Any member who administers an epinephrine auto-injector should detail its use in an appropriate report.

The Watch Commander should ensure that the Administrative Support member or Patrol Supervisor is provided enough information for required reporting to the EMS Authority within 30 days after each use (Health and Safety Code § 1797.197a(f)).

Records regarding the acquisition and disposition of epinephrine auto-injectors shall be maintained pursuant to the established records retention schedule but no less than three years (Business and Professions Code § 4119.4(d)).

434.10.3 EPINEPHRINE AUTO-INJECTOR TRAINING

The Training Sergeant should ensure that members authorized to administer epinephrine auto-injectors are provided with initial and refresher training that meets the requirements of Health and Safety Code § 1797.197a(c) and 22 CCR 100027.03.

434.11 SICK OR INJURED ARRESTEE

If an arrestee appears ill or injured, or claims illness or injury, the arrestee should be medically cleared prior to booking. If the officer has reason to believe the arrestee is feigning injury or illness, the officer should contact a supervisor, who will determine whether medical clearance will be obtained prior to booking.

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If the jail or detention facility refuses to accept custody of an arrestee based on medical screening, the officer should note the name of the facility person refusing to accept custody and the reason for refusal, and should notify a supervisor to determine the appropriate action.

Arrestees who appear to have a serious medical issue should be transported by ambulance to an appropriate medical facility.

Nothing in this section should delay an officer from requesting EMS when an arrestee reasonably appears to be exhibiting symptoms that appear to be life threatening, including breathing problems or an altered level of consciousness, or is claiming an illness or injury that reasonably warrants an EMS response in accordance with the officer's training.

434.11.1 HOSPITAL SECURITY AND CONTROL

Officers who transport persons in custody to medical facilities for treatment should provide security and control during examination and treatment consistent with Department protocols. Any such transport should be conducted in accordance with the Transporting Persons in Custody Policy.

The Chief of Police should develop protocols related to the following:

(a) Providing security and control during an examination or treatment, including:

1. Monitoring the person in custody (e.g., guarding against escape, suicide, and assault of others)
2. Removal of restraints, if necessary and appropriate (see the Handcuffing and Restraints Policy)

(b) Responsibility for continuing security and control if the person in custody is admitted to the hospital

1. This should include transferring custody of the person to an appropriate agency.

434.12 FIRST-AID TRAINING

The Training Sergeant should ensure officers receive initial first-aid training within one year of employment and refresher training every two years thereafter (22 CCR 100026.03; 22 CCR 100027.06).

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Suspicious Activity Reporting

433.1 PURPOSE AND SCOPE

This policy provides guidelines for reporting and investigating suspicious and criminal activity.

433.1.1 DEFINITIONS

Definitions related to this policy include:

Involved party - An individual who has been observed engaging in suspicious activity, as defined in this policy, when no definitive criminal activity can be identified, thus precluding the person's identification as a suspect.

Suspicious activity - Any reported or observed activity that a member reasonably believes may have a nexus to any criminal act or attempted criminal act, or to foreign or domestic terrorism. Actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability should not be considered as factors that create suspicion (although these factors may be used as specific suspect descriptions). Examples of suspicious activity may include but are not limited to:

- Suspected pre-operational surveillance or intelligence gathering (e.g., photographing security features, asking questions about sensitive security-related subjects).
- Tests of security measures and response to incidents (e.g., "dry run," creating false alarms, attempts to enter secure areas without authorization).
- Suspicious purchases (e.g., purchasing large quantities of otherwise legal items, such as fertilizer, that could be used to create an explosive or other dangerous device).
- An individual in possession of such things as a hoax explosive or dispersal device, sensitive materials (e.g., passwords, access codes, classified government information), or coded or ciphered literature or correspondence.

Suspicious Activity Report (SAR) - An incident report used to document suspicious activity.

433.2 POLICY

The San Bernardino Community College District Police Department recognizes the need to protect the public from criminal conduct and acts of terrorism and shall lawfully collect, maintain and disseminate information regarding suspicious activities, while safeguarding civil liberties and privacy protections.

433.3 RESPONSIBILITIES

The Chief of Police or authorized designee(s) will manage SAR activities. Authorized designees should include supervisors who are responsible for Department participation in criminal intelligence systems as outlined in the Criminal Organizations Policy.

The responsibilities of the Chief of Police and/or authorized designee(s) include, but are not limited to:

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(a) Remaining familiar with those databases available to the Department that would facilitate the purpose of this policy.

(b) Maintaining adequate training in the area of intelligence gathering to ensure no information is being maintained that would violate the law or civil rights of any individual.

(c) Ensuring a process is available that would allow members to report relevant information. The process should be designed to promote efficient and quick reporting, and should not be cumbersome, duplicative or complicated.

(d) Ensuring that members are made aware of the purpose and value of documenting information regarding suspicious activity, as well as the databases and other information resources that are available to the Department.

(e) Ensuring that SAR information is appropriately disseminated to members in accordance with their job responsibilities.

(f) Coordinating investigative follow-up, if appropriate.

(g) Coordinating with any appropriate agency or fusion center.

(h) Ensuring that, as resources are available, the Department conducts outreach that is designed to encourage members of the community to report suspicious activity and that outlines what they should look for and how they should report it (e.g., website, public service announcements).

433.4 REPORTING AND INVESTIGATION

Any Department member receiving information regarding suspicious activity should take any necessary immediate and appropriate action, including a request for tactical response or immediate notification of specialized entities, when applicable. Any non-sworn member who receives such information should ensure that it is passed on to an officer in a timely manner.

If the suspicious activity is not directly related to a reportable crime, the member should prepare a SAR and include information about involved parties and the circumstances of the incident. If, during any investigation, an officer becomes aware of suspicious activity that is unrelated to the current investigation, the information should be documented separately in a SAR and not included in the original incident report. The report number of the original incident should be included in the SAR as a cross reference. A SAR should be processed as any other incident report.

433.5 HANDLING INFORMATION

The Administrative Support will forward copies of SARs, in a timely manner, to the on-duty supervisor, Watch Commander, or other authorized designee(s).

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Traffic Collision Reporting

501.1 PURPOSE AND SCOPE

The San Bernardino Community College District Police Department prepares traffic collision reports in compliance with the California Highway Patrol Collision Investigation Manual (CIM) and as a public service makes traffic collision reports available to the community with some exceptions.

501.2 RESPONSIBILITY

The Watch Commander will be responsible for distribution of the Collision Investigation Manual. The Watch Commander will receive all changes in the CIM and ensure conformity with this policy.

501.3 TRAFFIC COLLISION REPORTING

All traffic collision reports taken by members of this department shall be forwarded to the Watch Commander for approval and data entry into the Records Management System. The Watch Commander will be responsible for monthly and quarterly reports on traffic collision statistics to be forwarded to the Chief of Police, or other persons as required.

501.4 REPORTING SITUATIONS

501.4.1 TRAFFIC COLLISIONS INVOLVING DISTRICT VEHICLES

Traffic collision investigation reports shall be taken when a District-owned vehicle is involved in a traffic collision upon a roadway or highway wherein any damage or injury results. A general information report may be taken in lieu of a traffic collision report (CHP 555 form) at the direction of a supervisor when the collision occurs on private property or does not involve another vehicle. Whenever there is damage to a District-owned vehicle, a Vehicle Damage Report shall be completed and forwarded to the Chief of Police.

Photographs of the collision scene and vehicle damage shall be taken.

501.4.2 TRAFFIC COLLISIONS WITH POLICE DEPARTMENT EMPLOYEES

When an employee of this department, either on-duty or off-duty, is involved in a traffic collision within the jurisdiction of the San Bernardino Community College District Police Department resulting in a serious injury or fatality, the Watch Commander or the on-call supervisor, may notify the California Highway Patrol or other outside agency for assistance.

The term serious injury is defined as any injury that may result in a fatality.

501.4.3 TRAFFIC COLLISIONS WITH OTHER DISTRICT EMPLOYEES OR OFFICIALS

The Watch Commander or on-call supervisor may request assistance from the California Highway Patrol or other outside agency for the investigation of any traffic collision involving any District official or employee where a serious injury or fatality has occurred.

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501.4.4 TRAFFIC COLLISIONS ON PRIVATE PROPERTY

In compliance with the Collision Investigation Manual, traffic collision reports shall not be taken for traffic collisions occurring on private property unless there is a death or injury to any person involved, a hit-and-run violation, or Vehicle Code violation. An Incident Report may be taken at the discretion of any supervisor.

501.4.5 TRAFFIC COLLISIONS ON ROADWAYS OR HIGHWAYS

Traffic collision reports shall be taken when they occur on a roadway or highway within the jurisdiction of this department under any of the following circumstances:

(a) When there is a death or injury to any persons involved in the collision

(b) When there is an identifiable violation of the Vehicle Code

(c) When a report is requested by any involved driver

501.5 NOTIFICATION OF SUPERVISION

In the event of a serious injury or death related traffic collision, the Watch Commander or on-call supervisor shall notify the Chief of Police to relate the circumstances of the traffic collision.

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Training

203.1 PURPOSE AND SCOPE

It is the policy of this Department to administer a training program that will provide for the professional growth and continued development of its personnel. By doing so, the Department will ensure its personnel possess the knowledge and skills necessary to provide a professional level of service that meets the needs of the community.

203.2 PHILOSOPHY

The Department seeks to provide ongoing training and encourages all personnel to participate in advanced training and formal education on a continual basis. Training is provided within the confines of funding, requirements of a given assignment, staffing levels, and legal mandates. Whenever possible, the Department will use courses certified by the California Commission on Peace Officer Standards and Training (POST).

203.3 POLICY

The Department shall administer a training program that will meet the standards of federal, state, local, and POST training requirements. It is a priority of this Department to provide continuing education and training for the professional growth and development of its members.

203.4 OBJECTIVES

The objectives of the Training Program are to:

(a) Enhance the level of law enforcement services to the College community, District Support Services, and the public.

(b) Increase the technical expertise and overall effectiveness of our personnel.

(c) Provide for continued professional development of Department personnel.

(d) Ensure compliance with POST rules and regulations and Title 5 (CCR 59704) concerning law enforcement training.

203.5 TRAINING PLAN

A training plan will be developed and maintained by the Training Sergeant and Police Compliance Manager. It is the responsibility of the Training Sergeant and Police Compliance Manager to maintain, review, and update the training plan on an annual basis. The plan will address the following areas:

(a) Legislative Changes

(b) State Mandated Training, including POST Continued Professional Training (CPT)

(c) Critical Issues Training

(d) District/Department Required Training

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College District Police Department

203.6 TRAINING PLAN ASSESSMENT

The Training Sergeant and Police Compliance Manager will conduct a training-needs assessment of the Department every other calendar year. The needs assessment will be reviewed by staff. Upon approval by the staff, the needs assessment will form the basis for the training plan.

203.7 TRAINING REQUESTS

All training requests should be tendered directly to the Training Sergeant using a Department-approved Training Conference Request form. Requests must be submitted at least 45 days in advance to ensure adequate processing time by the Police Compliance Manager. Any deviation from the 45 day processing time requirement will be reviewed on a case-by-case and/or needs of the department.

203.8 TRAINING PROCEDURES

(a) All employees assigned to attend training shall attend as scheduled unless previously excused by their immediate supervisor. Excused absences from mandatory training should be limited to the following:

1. Court appearances
2. Pre-approved vacation
3. Sick leave
4. Physical limitations preventing the employee's participation.
5. Emergency situations

(b) When an employee is unable to attend mandatory training, that employee shall:

1. Notify his/her supervisor as soon as possible but no later than one hour prior to the start of training.
2. Document his/her absence in a memorandum to his/her supervisor.
3. Make arrangements through his/her supervisor and the Training Sergeant to attend the required training on an alternate date.

203.9 DAILY TRAINING BULLETINS

The Lexipol Daily Training Bulletins (DTBs) is a web-accessed system that provides training on the San Bernardino Community College District Police Department Policy Manual and other important topics. Generally, one training bulletin is available for each day of the month. However, the number of DTBs may be adjusted by the Training Sergeant.

Personnel assigned to participate in DTBs should only use the password and login name assigned to them by the Training Sergeant. Personnel should not share their password with others and

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should frequently change their password to protect the security of the system. After each session, employees should log off the system to prevent unauthorized access. The content of the DTBs is copyrighted material and shall not be shared with others outside of the Department.

Employees who are assigned to participate in the DTB program should complete each DTB at the beginning of their shift or as otherwise directed by their supervisor. Employees should not allow uncompleted DTBs to build up over time. Personnel may be required to complete DTBs missed during extended absences (e.g., vacation, medical leave) upon returning to duty. Although the DTB system can be accessed from any Internet active computer, employees shall only take DTBs as part of their on-duty assignment unless directed otherwise by a supervisor.

Supervisors will be responsible for monitoring the progress of personnel under their command to ensure compliance with this policy.

203.10 TRAINING SERGEANT

The Chief of Police shall designate a Training Sergeant who is responsible for developing, reviewing, updating, and maintaining the Department training plan so that required training is completed. The Training Sergeant should review the training plan annually.

203.10.1 TRAINING RESTRICTION

The Training Sergeant is responsible for establishing a process to identify officers who are restricted from training other officers for the time period specified by law because of a sustained use of force complaint (Government Code § 7286(b)).

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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: MOU(s) between SBCCD and the California School Employees Association and its SBCCD Chapter 291 (CSEA)

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District and the CSEA met and entered into the attached Memorandums of Understanding, also known as MOU(s).

ANALYSIS

The attached MOU(s) constitutes the full and complete Agreement between the District and the CSEA.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost associated with an MOU(s) is included in the appropriate budgets, where applicable.

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

June 17, 2025

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".

For the year 2025-2026, the health and welfare benefits for eligible unit members shall be as follows:

a. **Medical Plans Offered to Include a Choice of Seven (7) Medical Plans:**
   - Anthem Blue Cross Full Network Classic HMO (No Additional Cost Option)
   - Anthem Blue PPO Gold (No Additional Cost Option)
   - Anthem Blue Cross Full Network CA Care HMO (*+106.80)
   - Anthem Blue PPO Low (*+$336.00)
   - Anthem Blue PPO (*+$600.00)
   - Kaiser Low HMO $30 Co-Pay (*+$232.80)
   - Kaiser High HMO $15 Co-Pay (*+$265.20)

b. **Dental Plans Offered to Include a Choice of Two (2) Dental Plans:**
   - DeltaCare USA HMO (No Additional Cost Option)
   - Delta Dental PPO (*+$61.99)

c. **Vision Plan Offered**:
   - EyeMed (No Additional Cost)

d. **Chiropractic**:
   - Anthem Blue Cross (Cost Dependent on Chosen Plan)
   - Kaiser (Cost Dependent on Chosen Plan)

e. **Basic Life, Voluntary Life & Accidental Death, and Dismemberment (AD&D):**
   - Prudential Basic Life and Basic AD&D (No Additional Cost Option)
   - Prudential Voluntary Life and Voluntary AD&D (*Additional Cost Option)

f. **Employee Assistance Program (EAP):**
   - Anthem Blue Cross through SISC (No Additional Cost)

*All unit members' contributions are deducted on a 10thly basis.

In the event of any unforeseen changes to Article 10: Health and Welfare Benefits or Appendix E (Health and Welfare Benefits Plan) of the CSEA Collective Bargaining Agreement, the Association and/or the District reserve the right to reopen this MOU. This MOU is effective October 1, 2025 – September 30, 2026 (Benefit Plan Year).

This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District

Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Kevin Limoges, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member

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

June 17, 2025

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."

RECITALS

In or about April 2018, the Parties made and entered into a Memorandum of Understanding (attached herein), which the Parties considered a "contract" per Article 8.1.1 of the agreement between the Contractor (Follett) and the District, in addition to the Parties' collective bargaining agreement and any other applicable agreements or MOUs between the Parties. Therefore, the Parties agreed to the following in part:

EXISTING BOOKSTORE EMPLOYEES

1. The Parties, effective April 2018 and thereafter, have agreed that each existing bookstore unit member retains the right to remain indefinitely in his/her existing classified position at the bookstore, whether under the District or Contractor (Follett).

2. In addition, effective April 2018 and thereafter, each existing bookstore unit member may explore alternative placement within the District, which would be facilitated by the Office of Human Resources. In return, any existing bookstore unit members who accept a transition plan and change classification shall not be subject to any additional probationary period as a result of the transition.

3. In the event, that an existing bookstore unit member accepts an alternative placement with the District, a training plan shall be developed to provide the existing bookstore unit member the understanding of the responsibilities and the knowledge and skills to do the new classification.

TERMS

In alignment with the terms and conditions outlined in the Memorandum of Understanding, the Parties hereby acknowledge that bookstore unit member, **Kaila Wheeler,** has opted to explore an alternative placement within the District, and the detailed terms and conditions associated with this are as follows:

1. The Employee has mutually agreed to work an Out-of-Class assignment as an Administrative Assistant III classified position (PCN: C213302) in the Student Life/Student Health Center at Crafton Hills College. The length of the assignment will be July 1, 2025, through December 31, 2025, or until the Employee or management decides to end the assignment.

2. The Employee will be compensated at Range 41, Step A. The CSEA Collective Bargaining Agreement has predetermined the salary range and step referenced in this Memorandum of Understanding. The Employee will be afforded all the rights, privileges, powers, and leave accruals appropriate for the classified position, except those expressly stated herein.

3. Parties agree that during the Out-of-Class assignment, the Employee's seniority as a Bookstore Assistant will continue to accrue, and the Out-of-Class assignment will not be construed in any manner as a break in service.

4. The Employee may return to their classified position as the Bookstore Assistant at Crafton Hills College at any time and/or upon completing the Out-of-Class Assignment.

5. The District will assess the specific roles and responsibilities associated with the classified position of Administrative Assistant III and will provide training to the Employee. Regular check-ins will be conducted to support the Employee's development and address any questions or challenges that may arise.

6. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Out-of-Class Assignment for Kaila Wheeler.

This Memorandum of Understanding constitutes the full and express agreement between the Parties with respect to the subject matter hereof and is the final, complete, and exclusive of the terms and conditions of this Memorandum of Understanding. There exists no other agreements, promises, inducements, or understandings other than those provided herein.

This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District

Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Kevin Limoges, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member

MEMORANDUM OF UNDERSTANDING
By And Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT (DISTRICT)
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its SAN BERNARDINO COMMUNITY COLLEGE DISTRICT and its CHAPTER #291 (CSEA)

REGARDING BOOKSTORE EMPLOYEES

April 12, 2018

This Memorandum of Understanding (MOU) is made and entered into June 1, 2017, between California School Employees Association and its San Bernardino CCD Chapter 291 (hereinafter referred to as "Association") and San Bernardino Community College District (hereinafter referred to as "District"), collectively ("the parties"). This MOU shall be considered a "contract" per 8.1.1 of the agreement between the Contractor (Follett) and the District, in addition to the parties' collective bargaining agreement and any other applicable agreements or MOUs between the parties.

1. Existing Employees

a) For existing Bookstore employees in the CSEA bargaining unit, the District will offer employees over the age of 55, regardless of service years, an early retirement incentive of one (1) year of salary plus retiree health benefits per Article 20.1 of the collective bargaining agreement in exchange for the employee agreeing to retire from District employment; however, they are not prohibited from becoming an employee of the Contractor.

b) Disbursement of the one (1) year salary shall occur in two separate payments as follows: July 15, 2018 and January 31, 2019.

c) Any Unit members wishing to retire shall receive the Long Service Recognition stipend according to Article 11.2 at a prorated rate to the date of retirement.

d) For those employees that do not take the early retirement incentive, the District will require that the selected Bookstore Contractor keep existing employees on at the Bookstore as employees of the District as follows:

i. All CSEA unit members may elect to remain on indefinitely as District Bookstore employees until he/she leaves his/her current position with the Bookstore. For existing employees in the CSEA bargaining unit, the terms and conditions of the current collective bargaining agreement between the District and CSEA will remain in effect and the employee will be subject to the same personnel policies and procedures as any other District employee in the CSEA bargaining unit.

ii. CSEA unit members that remain on as District Bookstore employees shall be evaluated by their designated District supervisor under the same evaluation policies and procedures as any other District employee within the CSEA bargaining unit. For purposes of employee evaluations the evaluating manager shall be the designated District supervisor. The designated District supervisor shall perform employee evaluations. The same designated District supervisor shall be responsible for any discipline matters in accordance with Article 17 of the collective bargaining agreement. The designated District supervisor shall be a management level employee of the District.

iii. The District shall require that any management/supervisory employee(s) employed/hired by the Contractor abide by all of the terms and conditions of the current collective bargaining agreement between the District and CSEA.

iv. For the duration that the Bookstore is contracted by the District, the below Classification titles and their respective job descriptions shall remain within the CSEA bargaining unit and shall be maintained.
   i. Bookstore Customer Service Assistant
   ii. Bookstore Assistant I
   iii. Bookstore Assistant II
   iv. Assistant Bookstore Manager
   v. Book Buyer

v. Each CSEA Bookstore unit member retains the right to remain indefinitely in his or her existing position at the Bookstore whether under District or Contractor operation. Should any Bookstore employee choose to explore alternative placement within the District, the District's Human Resources Department will work with each District Bookstore employee to create a mutually agreed upon transition plan for the employee to transfer to a different position within the District; this shall not be misconstrued to circumvent the provisions provided within Article 1.2.3 of the CSEA collective bargaining agreement. The plan will include identifying potential positions the employee is qualified for, identifying training and/or education that may be needed in order to qualify for positions when the employee would be a good match for a position but does not meet all minimum qualifications, and develop a training and/or education plan and provide training and/or education if feasible in order for the employee to meet minimum qualifications in accordance with Article 9.4 of the CSEA collective bargaining agreement. All costs related to the provisions of this agreement relating to CSEA bargaining unit members shall be borne on to the District. Any permanent part time District Bookstore employees shall have the option of accepting a full time position that is part of the voluntary transition planning made available. If any member chooses to participate in the above process the effects shall be negotiated with CSEA in a separate MOU. The District agrees it shall not involuntarily transfer CSEA Bookstore unit members.

vi. Any District Bookstore employee that accepts a mutually agreed upon transition plan and changes classification shall not be subjected to any additional probationary period as a result of the transition. In the event that there is not a successor outsourcing contract of the District Bookstores or there is an unfulfilled RFP all employees shall have the right of return if the operations of the Bookstores are returned to the District.

2. Vacancies

a) If a unit member employed in the District Bookstore leaves his or her employment with the Bookstore after commencement of the agreement with the Contractor (whether by promotion, transfer to a different District position, or retirement, or resignation), the vacated bargaining unit position in the District Bookstore may be placed on administrative hold by the District and shall not abolish any existing classification title.
   i. Any vacancies due to promotions are subject to the promotional language in Article 15 of the Classified CBA.

b) During the term of the agreement to outsource the Bookstore, the Contractor may hire individuals to perform the duties and functions of any such vacant District Bookstore positions (resulting from

unit members leaving their positions) and such New Employees shall be employees of the Contractor, not of the District.

c) All New Employees of the Contractor shall be approved by the District, shall be subject to the District's standards of conduct for District employees, and shall be subject to the same background, security and Live Scan requirements as District employees. The District will reserve the right to reject any New Employee who, in the judgment of the District, is not qualified to perform the work or is otherwise unsuitable to work on the District's premises. The District will also require Contractor to comply with all state and federal employment requirements.

d) If the District decides to terminate the contract with the Contractor, the District agrees to negotiate any proposed changes to bargaining unit positions in the Bookstore upon termination of the contract to outsource the Bookstore and reversion of Bookstore operations to the District. The District shall notify the Association of termination of contract with the Contractor within five (5) business days of termination.

This Agreement is subject to CSEA and the District approval and ratification processes.

For the District:

Amalia Perez
Director Human Resources

For CSEA Chapter 291:

Kevin Palkki, Chief Negotiator

Myesha Kennedy, CSEA LRR

Ginger Sutphin, Team Member

Fermin Ramirez, Team Member

Stacy Garcia, Team Member

David Stevenson, Team Member

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

June 17, 2025

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."

Permanent Schedule Change: Custodial Department - SBVC

In accordance with **Article 6.4 regarding Permanent Changes to Work Schedule**, the Parties have reached an agreement regarding the permanent change to the work schedules for the employees referenced in this document. The change in work schedule will take effect on Monday, July 28, 2025.

****Current Permanent Work Schedule:****
Monday – Thursday, 5:00 p.m. to 1:30 a.m., Friday, 2:00 p.m. - 10:30 p.m.

****New Permanent Work Schedule:****
Monday – Thursday, 3:30 p.m. – 12:00 a.m., Friday, 2:00 p.m. – 10:30 p.m.

(1) Amber Hernandez;
(2) Benny Gonzalez;
(3) Brandon Vargas;
(4) Cindi Rocha-Garcia;
(5) Darrell Fisher;
(6) David Brown;
(7) Dinora Menendez;
(8) Garrett Hernandez;
(9) Gloria Hernandez;
(10) Jerry Ohigashi;
(11) Jimmy Chavarria;
(12) Johnny Kates;
(13) Jorge Gomez;
(14) Jose Galindo;
(15) Kyle Phares;
(16) Leticia Vargas;
(17) Maria Huerta;
(18) Robert Hernandez; and
(19) Trayvion Robinson

This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District

Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources,
Payroll, Police Services and Health and
Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR

Diana Vaichis, Team Member

Kevin Limoges, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member

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

July 15, 2025

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."

Permanent Schedule Change: Instruction Department - CHC

In accordance with **Article 6.4: Permanent Changes to Work Schedule,** the Parties have reached an agreement regarding Elizabeth Lopez's permanent work schedule, which will change as described below. Accordingly, the first day of the permanent schedule will be **Monday, August 4, 2025**.

a. Incumbent, Elizabeth Lopez's work schedule will be changed as follows:

From: Monday – Friday, 7:30 a.m. to 4:00 p.m.
To: Monday, Wednesday, Friday, 7:30 a.m. to 4:00 p.m., Tuesday, Thursday 7:00 a.m. to 3:30 p.m.

This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District

Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources, Payroll, Police Services and Health and Safety Administration

For CSEA

Ernest Guillen, President CSEA #291

Cameron Kroetz, CSEA LRR 7/22/25

Diana Vaichis, Team Member

Kevin Limoges, Team Member

Yendis Battle, Team Member

Cedrick Wrenn, Team Member

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: MOU(s) between SBCCD and the San Bernardino Community College District Teachers Association (CTA)

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District and the CTA met and entered into the attached Memorandums of Understanding, also known as MOU(s).

ANALYSIS

The attached MOU(s) constitute the full and complete Agreement between the District and the CTA.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost associated with a MOU(s) is included in the appropriate budgets, where applicable.

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
AND SAN BERNARDINO COMMUNITY COLLEGE DISTRICT TEACHERS ASSOCIATION

HEALTH AND WELFARE BENEFITS FOR PART-TIME (ADJUNCT) FACULTY

This Memorandum of Understanding ("MOU") is entered by and between the SAN BERNARDINO COMMUNITY COLLEGE DISTRICT ("District") and the SAN BERNARDINO COMMUNITY COLLEGE DISTRICT TEACHERS ASSOCIATION (Association), collectively, "the parties."

WHEREAS, The District and Association agree to continue to address the goal of providing health and welfare benefits to part-time bargaining unit members as Objective #7 in Appendix A-1 where the existing collective bargaining agreement also indicates that the District shall present a health and welfare plan for part-time bargaining unit members in the 2019-2020 academic year for implementation on September 1, 2020.

WHEREAS, The District has researched various plan offerings with insurance carriers to offer medical benefits to part-time faculty.

WHEREAS, the Parties mutually agreed through the 2022-2025 contract with the SBCCD in Article 11 Section D to provide healthcare and welfare benefits to Part Time Bargaining Unit Members,

IT IS THEREFORE AGREED THAT:

Effective October 1, 2025, through September 30, 2026, the District shall:

- Contribute a total aggregate amount of $275,000 annually towards the cost of medical and dental insurance.

MEDICAL

- Offer Anthem Blue Cross PPO High Deductible plan to all eligible part-time faculty members and eligible dependents.

    - Faculty members who meet the eligibility requirements will be funded $550.00 each month not to exceed $6,600 for 2025-2026 plan year, to help offset the cost of employee premiums and so long as there are funds available. Should funds be exhausted, the employee may still enroll and will be responsible for 100% employee contribution.

    The following eligibility requirements shall apply for medical coverage:

    - Eligible part-time faculty members must not be insured for medical coverage from another employer directly, as a spouse, a domestic partner, or as a dependent.
    - Part-time faculty must be actively employed in a district faculty position in any given semester.
    - The District and the employee must commit to health care coverage for a period of one year and must sign up during the regular open enrollment period. Exceptions to this will be made if a part-time faculty member experiences a qualifying event.

DENTAL

- Offer Delta Dental HMO plan to all eligible part-time faculty members and eligible dependents.

    - Faculty members who meet the eligibility requirements will be funded $25.16 each month not to exceed $301.92 for 2025-2026 plan year, to help offset the cost of employee premiums and so long as there are funds available. Should funds be exhausted, the employee may still enroll and will be responsible for 100% employee contribution.

    - The District and the employee must commit to dental care coverage for a period of one year and must sign up during the regular open enrollment period. Exceptions to this will be made if a part-time faculty member experiences a qualifying event.

    The following eligibility requirements shall apply for dental coverage:

    - Eligible part-time faculty members must not be insured for dental coverage from another employer directly, as a spouse, a domestic partner, or as a dependent.
    - Part-time faculty must be actively employed in a district faculty position.

PRIORITY FOR MEDICAL & DENTAL INSURANCE

- Priority will be established as follows:
    a. 1st priority: Applicants enrolled in the previous plan year.
    b. 2nd priority: Shall be established by the earliest hire date.
    c. Any subsequent enrollments are at the discretion of the District.

REIMBURSEMENT

- If there are remaining funds after enrollment of all interested Part-Time Faculty in the available medical or dental plan, the District will establish a reimbursement program. The purpose of the program is to provide an opportunity for individual Part-Time faculty members to receive reimbursement for their purchase of a comprehensive medical plan through Covered California.

    - Part-time faculty must be actively employed in a district faculty position in any given semester.
    - If requesting reimbursement, the plan must be a comprehensive medical plan through Covered California.
    - The maximum monthly benefit amount for reimbursement will be $550.00. In the event the medical plan purchased is less than $550.00, the employee will receive the amount needed to cover the plan and will not receive additional compensation.
    - Priority will be established as follows:
        a. Shall be established by the earliest hire date.
        b. Any subsequent reimbursements are at the discretion of the District.

The District reserves the right each school year to change the medical or dental plan and/or subsidy amount offered to part-time faculty.

This Agreement is made and entered into this 12th day of June 2025.

SBCCD Kristina Hannon
Kristina Hannon (Jun 23, 2025 13:11 PDT)

Date: 6/12/2025

Kristina Hannon, Vice Chancellor,
Human Resources & Police Services, SBCCD Chief Negotiator

SBCCDTA
Jamie Salyer (Jun 26, 2025 17:20 PDT)

Date: 6/12/2025

Jamie Salyer, SBCCDTA Chief Negotiator

MEMORANDUM OF UNDERSTANDING
By and Between
San Bernardino Community College District Teachers Association
And San Bernardino Community College District
Compressed Calendar Days
April 11, 2025

WHEREAS, the District and the Association recognize moving to the compressed calendar created ten (10) workdays that need to be accounted for; and

WHEREAS, the compressed calendar has resulted in an increase in weekly instructional minutes taking away from prep time and grading that would typically happen during the current 17 week calendar.

IT IS THEREFORE AGREED THAT:

Instructional faculty will be allotted 3 days prior to each semester and 2 days after for independent work including but not limited to class preparation, grading, SLO's, Program Review, curriculum, development of OER and/or Canvas content, department or committee work as determined by the chair, cross departmental/intercollege work, training, advising or mentorship, technology or LMS Updates, and academic research and development, and coordination with Student Accessibility Services to review and process student accommodation requests prior to the start of the semester.

This one-time agreement shall not affect any future negotiations regarding work that will be completed during the ten (10) days. It is an interim measure designed to address immediate needs and will not set a precedent for future assignments.

For SBCCD:

Kristina Hannon
Kristina Hannon (Apr 11, 2025 11:52 PDT)

Date: 4/11/2025

Kristina Hannon
Vice Chancellor, Human Resources & Police Services,
SBCCD Lead Negotiator

For SBCCDTA:

Jamie Salyer
Jamie Salyer (Apr 11, 2025 11:54 PDT)

Date: 4/11/2025

Jamie Salyer
SBCCDTA Lead Negotiator

MEMORANDUM OF UNDERSTANDING
By and Between
San Bernardino Community College District Teachers Association
And San Bernardino Community College District
AB 1705 Task Force
June 4, 2025

WHEREAS: San Bernardino Valley College (SBVC) has established an AB 1705 Task Force to help shape and support equitable, effective practices aligned with the evolving needs of students in STEM and transfer pathways as AB1705 is implemented at SBVC and statewide.

IT IS THEREFORE AGREED THAT:

To support the time and responsibilities associated with these roles, the time commitment for the AB 1705 Task Force members will not exceed a combined total of 0.7 Full-Time Equivalent (FTE) each semester, with the allocation being the following:

- Mathematics Faculty = 0.2 FTE [7hrs per week]
- Science Faculty = 0.2 FTE [7hrs per week]
- English Faculty = 0.2 FTE [7hrs per week]
- Counseling Faculty = 0.1 FTE [3.5hrs per week]

If additional time, resources, or adjustments to the time commitment are required, San Bernardino Community College District Teachers Association (SBCCDTA) and the District agree to renegotiate the terms of this MOU.

This MOU will sunset December 24, 2025. The parties agree the reassigned time allocations will be reevaluated prior to the sunset date.

For SBCCD:

Kristina Hannon (Jun 4, 2025 14:28 PDT)

Date: 6/4/2025

Kristina Hannon
Vice Chancellor, Human Resources & Police Services,
SBCCD Lead Negotiator

For SBCCDTA:

Jamie Salyer (Jun 12, 2025 12:59 PDT)

Date: 6/4/2025

Jamie Salyer
SBCCDTA Lead Negotiator

MEMORANDUM OF UNDERSTANDING
By and Between
San Bernardino Community College District Teachers Association
And San Bernardino Community College District
Compensation for Large Lecture Sections
June 4, 2025

WHEREAS, the District and the Association agree that unless specified in other provisions of the bargaining agreement, sections may be stacked to expand offerings to students and to increase efficiency; and

WHEREAS, both parties agree that stacked classes are defined as two (2) or more section numbers which meet at the same time, in the same environment; and

WHEREAS, both parties agree to continue discussions regarding Article 13.C.2: Maximum Class Size;

IT IS THEREFORE AGREED THAT:

The parties agree to pilot a Large Lecture Stipend for the 2024-2025 Academic Year while negotiations continue. Effective Fall 2024, where sections are stacked such that the combined number of students exceeds the optimum class size, faculty will be compensated in accordance with the large lecture section compensation chart below:

Actual Enrollment at Census	Up to 1 Unit Lecture	2 Units Lecture	3 Units Lecture	4 Units Lecture	5+ Units Lecture
50-59	$275	$400	$525	$650	$775
60-69	$475	$800	$1125	$1450	$1775
65+	$800	$1450	$2100	$2750	$3400

Both parties agree to come together and meet to extend this MOU if a new process/compensation for stacked courses is not finalized by May 30, 2026.

For SBCCD:

Kristina Hannon (Jun 4, 2025 14:28 PDT) Date: 6/4/2025

Kristina Hannon
Vice Chancellor, Human Resources & Police Services,
SBCCD Lead Negotiator

For SBCCDTA:

Jamie Salyer (Jun 12, 2025 12:59 PDT) Date: 6/4/2025

Jamie Salyer
SBCCDTA Lead Negotiator

MEMORANDUM OF UNDERSTANDING
By and Between
San Bernardino Community College District Teachers Association
And San Bernardino Community College District
Full-Time Coaches
June 4, 2025

WHEREAS, the Parties recognize the non-instructional duties of Sports Coaches are not within the faculty service; and

WHEREAS, the District has determined the duties and responsibilities align more closely with the Professional Expert role rather than those covered under the SBCCDTA Bargaining Unit; and

WHEREAS, the Parties recognize that there are currently three (3) full-time faculty positions that perform these duties as part of their full-time faculty role;

IT IS THEREFORE AGREED THAT:

The District will no longer assign faculty coaching duties and responsibilities as part of their full-time faculty role; and

Effective July 1, 2025, the language regarding Assistant Coach Compensation will be removed from Appendix A-3 and will be replaced with the following:

Full-Time Head and Assistant Coach Compensation

A. Effective Fall Semester 2025, all full-time Head Coaches shall receive .6 reassigned time per semester when the sport is in-season and .4 per semester when the sport is off-season.

B. Effective Fall Semester 2025 all full-time Head Coaches shall receive a stipend of ten-thousand dollars ($10,000) per academic year, paid out in ten (10) equal payments throughout the academic year.

C. Effective Fall Semester 2025, all full-time Head coaches shall be compensated, in the event that a team makes playoffs, a stipend of one thousand dollars ($1,000) per week (not to exceed three (3) weeks) after the regular season has officially concluded.

For SBCCD:

Kristina Hannon (Jun 4, 2025 14:28 PDT) Date: 6/4/2024

Kristina Hannon
Vice Chancellor, Human Resources & Police Services,
SBCCD Lead Negotiator

For SBCCDTA:

Jamie Salyer (Jun 12, 2025 12:59 PDT) Date: 6/4/2024

Jamie Salyer
SBCCDTA Lead Negotiator

MEMORANDUM OF UNDERSTANDING
By and Between
San Bernardino Community College District Teachers Association
And San Bernardino Community College District
Part-Time Coaches
June 4, 2025

WHEREAS, the Parties recognize the non-instructional duties of Sports Coaches are not within the faculty service; and

WHEREAS, the District has determined the duties and responsibilities align more closely with the Professional Expert role rather than those covered under the SBCCDTA Bargaining Unit;

IT IS THEREFORE AGREED THAT:

Effective July 1, 2025, the language regarding Assistant and Head Coach Compensation will be removed from Appendix A-3, with the exception for current full-time head coaches who shall be addressed in a separate MOU; and

Part-time faculty who are also Head Coaches, and in good standing, shall be given first priority to teach associated instructional courses in their designated sport(s). If such assignment is declined, the offer will then go to the Assistant Coaches; and

Courses that are not assigned to the current Head or Assistant Coaches will be assigned based on the current Part-Time Seniority process; and

Professional Expert Coaching assignments are prioritized over Part-time Faculty teaching assignments that are connected to coaching duties. In the event that a coaching assignment concludes, the related teaching assignment(s) will also be concluded to maintain alignment and consistency across roles.

For SBCCD:

Kristina Hannon (Jun 4, 2025 14:28 PDT)

Date: 6/4/2024

Kristina Hannon
Vice Chancellor, Human Resources & Police Services,
SBCCD Lead Negotiator

For SBCCDTA:

Jamie Salyer

Jamie Salyer (Jun 12, 2025 12:59 PDT)

Date: 6/4/2024

Jamie Salyer
SBCCDTA Lead Negotiator

SBCCD Proposal
MEMORANDUM OF UNDERSTANDING
By and Between
San Bernardino Community College District Teachers Association
And San Bernardino Community College District
Part-Time Faculty Reimbursement for Microsoft 365
June 4, 2025

WHEREAS: The District provides part-time faculty with a license for the web version of the Microsoft Office 365 Suite, and

WHEREAS: The Parties acknowledge that part-time faculty may need access to the installed version of the Microsoft Office 365 Suite, and

WHEREAS: Part-Time faculty may purchase the installed version of the Microsoft Office 365 Personal for a discounted price at https://www.microsoft.com/en-us/workplace-discount-program.

IT IS THEREFORE AGREED THAT:

Part-time faculty who purchase a yearly subscription to the installed version of Microsoft Office 365 Personal are eligible for reimbursement, not to exceed $75.00 per year.

To be eligible for reimbursement:

- The faculty member must be actively employed by the District at the time of purchase.
- Only annual subscriptions will be reimbursed. Monthly plans will be reimbursed only after proof of full yearly payment is provided.

Reimbursement requests must be submitted using the designated District form, available on the District Wiki at: https://wiki.sbccd.edu/human-resources/documents/academic-forms/adjunct-faculty-reimbursement-form-microsoft-365.pdf

This MOU shall sunset June 30, 2026. Either party may request to negotiate or extend the terms of this MOU prior to the sunset date.

For SBCCD:

Kristina Hannon (Jun 4, 2025 14:28 PDT) Date: 6/4/2025

Kristina Hannon
Vice Chancellor, Human Resources & Police Services,
SBCCD Lead Negotiator

For SBCCDTA:

Jamie Salyer (Jun 12, 2025 12:59 PDT) Date: 6/4/2025

Jamie Salyer
SBCCDTA Lead Negotiator

MEMORANDUM OF UNDERSTANDING
By and Between
San Bernardino Community College District Teachers Association
And San Bernardino Community College District
Participatory Governance Task Force (Fall 2025)
June 4, 2025

WHEREAS: San Bernardino Valley College (SBVC), hereafter referred to as "the College," has established a Participatory Governance Task Force to work on the development of the Participatory Governance structure and handbook; and

WHEREAS: The Task Force's work was initially intended to be completed without specific time allocations, but additional time commitments are now necessary to expedite the completion of the project and meet the revised timeline;

IT IS THEREFORE AGREED THAT:

The time commitment for Task Force members will not exceed a combined total of 1.0 Full-Time Equivalent (FTE) each semester, with the allocation being the following:

- Faculty Representatives .20 reassigned time
- Faculty Co-Lead .40 reassigned time

If additional time, resources, or adjustments to the time commitment are required, San Bernardino Community College District Teachers Association (SBCCDTA) and the District agree to renegotiate the terms of this MOU.

This MOU will sunset December 24, 2025. The parties agree the reassigned time allocations will be reevaluated prior to the sunset date.

For SBCCD:

Kristina Hannon (Jun 4, 2025 14:28 PDT)

Date: 6/4/2025

Kristina Hannon
Vice Chancellor, Human Resources & Police Services,
SBCCD Lead Negotiator

For SBCCDTA:

Jamie Salyer

Jamie Salyer (Jun 12, 2025 12:59 PDT)

Date: 6/4/2025

Jamie Salyer
SBCCDTA Lead Negotiator

MEMORANDUM OF UNDERSTANDING
By and Between
San Bernardino Community College District Teachers Association
And San Bernardino Community College District
Temporary Employment Agreement with EDCT
July 7, 2025

WHEREAS, the Economic Development and Corporate Training (EDCT) provides not-for-credit instructional programs to serve the community; and

WHEREAS, such assignments are outside the scope of the San Bernardino Community College District Teachers Association (SBCCDTA) bargaining unit; and

WHEREAS, EDCT desires to offer opportunities for faculty to participate in these assignments;

IT IS THEREFORE AGREED THAT:

The purpose of this Memorandum of Understanding (MOU) is to outline the terms and conditions under which full-time faculty member **Miguel Ortiz** will engage in a temporary, not-for-credit assignment within the District.

1. **Assignment**: Uniquely Abled Summer Cohort
2. **Dates**: June 2, 2025 – August 7, 2025
3. **Stipend**: $26,320.32

This assignment is temporary in nature and shall not impact the faculty member's permanent status, classification, or seniority within the District.

The parties agree to negotiate and establish a formal process for Temporary Employment Agreements for work that falls outside the scope of the SBCCDTA, prior to offering any similar assignments in the future.

For SBCCD:

Kristina Hannon (Jul 7, 2025 09:59 PDT)

Date: 7/7/2025

Kristina Hannon
Vice Chancellor, Human Resources & Police Services,
SBCCD Lead Negotiator

For SBCCDTA:

Jamie Salyer (Jul 10, 2025 22:19 PDT)

Date: 7/7/2025

Jamie Salyer
SBCCDTA Lead Negotiator

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: MOU(s) between SBCCD and the San Bernardino College District Police Officers Association (POA)

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District and the POA met and entered into the attached Memorandum of Understanding, also known as MOU(s).

ANALYSIS

The attached MOU(s) constitute the full and complete Agreement between the District and the POA.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost associated with an MOU(s) is included in the appropriate budgets, where applicable.

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
AND SAN BERNARDINO COMMUNITY COLLEGE DISTRICT POLICE OFFICERS ASSOCIATION

July 7, 2025

Terms and Conditions: This Memorandum of Understanding ("MOU") is entered by and between the SAN BERNARDINO COMMUNITY COLLEGE DISTRICT ("District") and the SAN BERNARDINO COMMUNITY COLLEGE DISTRICT POLICE OFFICERS ASSOCIATION, ("Association"), collectively, "the Parties."

The Parties agree to approve the interim Out-of-Class assignment for Angelica Arechavaleta-Gomez, College Police Officer to the Police Sergeant, District, under the following stipulations:

1. The length of the assignment will be July 1, 2025, through December 31, 2025, or until a decision is made by the Employee or management to end the assignment.

2. The Employee will be compensated from the Management Salary Schedule at Range 16, Step A. The salary range and step referenced in this MOU have been predetermined by the POA Collective Bargaining Agreement.

3. The Parties agree that the Employee, while performing the Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with POA; however, the Employee will be ineligible to receive the following special compensation: corporal premium.

4. If the Employee, while performing the Out-of-Class assignment, signs up for a holiday overtime shift via 'Overtime Sign-up Sheet' based on their College Police Officer seniority, the Employee shall receive compensation at the College Police Officer regular rate of pay, plus two (2) times their regular rate of pay for their hours worked or earn compensatory time off (see section 12.2 of the SBCCDPOA collective bargaining agreement).

5. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the assignment as the Police Sergeant or be evaluated during this Out-of-Class service.

6. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the College Police Officer.

7. The Parties agree that during the Out-of-Class assignment, the Employee's seniority as the College Police Officer will continue to accrue, and the Out-of-Class assignment will not be construed in any manner as a break in service.

8. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management assignment of Angelica Arechavaleta-Gomez.

This Agreement is made and entered into on the 7th day of July 2025.

For the District

Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources, Payroll, Police Services and Health and Safety Administration

For POA

James Quigley, President Police Officers Association

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
AND SAN BERNARDINO COMMUNITY COLLEGE DISTRICT POLICE OFFICERS ASSOCIATION

July 7, 2025

Terms and Conditions: This Memorandum of Understanding ("MOU") is entered by and between the SAN BERNARDINO COMMUNITY COLLEGE DISTRICT ("District") and the SAN BERNARDINO COMMUNITY COLLEGE DISTRICT POLICE OFFICERS ASSOCIATION, ("Association"), collectively, "the Parties."

The Parties agree to approve the interim Out-of-Class assignment for Edwin Carbajal, College Police Officer to the Police Sergeant, District, under the following stipulations:

1. The length of the assignment will be July 1, 2025, through December 31, 2025, or until a decision is made by the Employee or management to end the assignment.

2. The Employee will be compensated from the Management Salary Schedule at Range 16, Step A. The POA Collective Bargaining Agreement has predetermined the salary range and step referenced in this MOU.

3. The Parties agree that the Employee, while performing the Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with POA; however, the Employee will be ineligible to receive the following special compensation: corporal premium.

4. If the Employee, while performing the Out-of-Class assignment, signs up for a holiday overtime shift via 'Overtime Sign-up Sheet' based on their College Police Officer seniority, the Employee shall receive compensation at the College Police Officer regular rate of pay, plus two (2) times their regular rate of pay for their hours worked or earn compensatory time off (see section 12.2 of the SBCCDPOA collective bargaining agreement).

5. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the assignment as the Police Sergeant or be evaluated during this Out-of-Class service.

6. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the College Police Officer.

7. The Parties agree that during the Out-of-Class assignment, the Employee's seniority as the College Police Officer will continue to accrue, and the Out-of-Class assignment will not be construed in any manner as a break in service.

8. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management assignment of Edwin Carbajal.

This Agreement is made and entered into on the 7th day of July 2025.

For the District

Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources, Payroll, Police Services and Health and Safety Administration

For POA

James Quigley, President Police Officers Association

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Professional Expert, Short-Term, and Substitute Employees

RECOMMENDATION

This item is for information only.

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.

California Education Code section 88003 outlines the criterion for hiring an employee on a temporary basis. The length of temporary employment is less than 75% of the college year, which amounts to 195 working days. Types of temporary employment include:

- Professional Expert: Districts can go outside the classified service when the scope of work is discrete, temporary, and requires expertise not available within the classified service. Requesting departments certify these by defining the project and identifying an end date for the project. Continued employment is contingent on continued demand and/or funding.
- Short-Term: Districts can use short-term employees on a temporary basis to perform a service upon completion of which, the service, or similar services, will not be extended or needed on a continuous basis.
- Substitute: Districts can employ substitute employees to fill in for a classified employee that is temporarily absent from duty, or if the district is recruiting to hire a vacant position.

ANALYSIS

The attached list of Professional Expert, Short-Term, and Substitute Employees is certified to be in accordance with California Education Code section 88003.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost of employment for these employees is included in the appropriate 2024-2025 and 2025-2026 budgets.

Professional Expert, Short-Term & Substitute Employees

Presented for Information on August 14, 2025

[v.7.24.2025.p.1|15]

Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Brewer, Rae Ann M CHC Allied Health	Program Assistant	07/01/25	06/30/26	$20.00
Bryson, Ashely E CHC Career Education & Human Development	Program Assistant	07/01/25	06/30/26	$30.00
Nair, Brittany A CHC Career Education & Human Development	Project Liaison	07/01/25	06/30/26	$49.00
Lane, Russell G CHC Fire Technology	State Fire Training Instructor	07/01/25	06/30/26	$55.00
Leonguerrrero, Meggan CHC Fire Technology	State Fire Training Instructor	07/01/25	06/30/26	$56.00
Snowhite, Mark CHC Instruction Office	Project Liaison	03/11/25	06/30/25	$57.89
Snowhite, Mark CHC Instruction Office	Project Liaison	07/01/25	06/30/26	$57.89
Hernandez, Megan M CHC Nursing	Program Assistant	07/01/25	06/30/26	$25.00
Agalsoff, Nicholas CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Beamer, Michael CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Cervantes, Eleazar CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Commander, John CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Dietro, Julia CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Fulkerson, Joaquin CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Martinez Pita, Jose Luis CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	06/03/25	06/30/25	$20.00/ $25.00/ $3000
Martinez Pita, Jose Luis CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00

Professional Expert, Short-Term & Substitute Employees

Presented for Information on August 14, 2025

[v.7.24.2025.p.2|15]

Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Miller, Mathew CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Moreno, Kaylee CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Petite, Zachary CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Romo, Logan CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Rubow, William CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Sweeting, Karl CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Tucker, Dustin CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Vasquez, Henry CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Wocholz, Megan CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	07/01/25	06/30/26	$30.00/ $45.00/ $55.00
Ward, Marisa K CHC Public Safety and Emergency Services	Program Assistant	07/01/25	06/30/26	$25.00
Anguiano, Alejandro CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Bailey, Lyndsey R CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Booth, Geoffrey CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Dabbour, Boulos CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Feenstra, Derek CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Flores, Allison CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13

Professional Expert, Short-Term & Substitute Employees

Presented for Information on August 14, 2025

[v.7.24.2025.p.3|15]

Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Goodrich, Clayton CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Granado, Ricky R CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Hall, Stanford CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Martin, Kurtis CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Martinez-Mayorga, Cecilia CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
McDowell, Jesus F CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Monzon, Margarita CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Morris, Nicholas CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Parker, Jacob CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Perez, Yasmin CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Pirrello, Debra L CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Radu, Jessica L CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Rafeedie, Nidal CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Ramirez, Alejandra S CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Seaton, Thomas CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Staples, Tara CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Uribe, Karime M CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Vista, Michael CHC Respiratory Care Program	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Seheult, Roger CHC Respiratory Care Programs	Medical Director	07/01/25	06/30/26	$3,000 per semester
Seheult, Roger CHC Respiratory Care Programs	Respiratory Care Clinical	07/01/25	06/30/26	$57.13
Jaime, Grayson E CHC Student Life	Program Assistant	07/01/25	06/30/26	$20.00

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Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Bahjri, Ammar CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Barakat, Byane H CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Delgado, Breanna CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Denney, Jenna CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Garcia, Samuel E CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Hill, Nariah D CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Jones, Eloise CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Khalfallah, Fatima CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Kingsbury, William CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Madrigal, Jessica CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Skinner, Shelby CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Travis, Tyler CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Tucker, Dylan CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Tucker, Mikaela CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Vara, Eva CHC Tutoring Center	Tutor I	07/01/25	06/30/26	$17.00
Chenkhi, Shaimaa CHC Tutoring Center	Tutor II	07/01/25	06/30/26	$18.00
Clements, Spencer J CHC Tutoring Center	Tutor II	07/01/25	06/30/26	$18.00
Davis, April D CHC Tutoring Center	Tutor II	07/01/25	06/30/26	$18.00
DeSoucy, Justin CHC Tutoring Center	Tutor II	07/01/25	06/30/26	$18.00
Lightburn, Nia CHC Tutoring Center	Tutor II	07/01/25	06/30/26	$18.00
Rojas, Irania CHC Tutoring Center	Tutor II	07/01/25	06/30/26	$18.00

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Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Funderburk, Sydney CHC Tutoring Center	Tutor III	07/01/25	06/30/26	$20.00
Neal, Jennifer CHC Tutoring Center	Tutor III	07/01/25	06/30/26	$20.00
Garcia, Jessica E DIST Economic Development & Corporate Training	Program Assistant	07/01/25	06/30/26	$30.00
Dixon, Reginald DIST Economic Development & Corporate Training	Workforce Development/PDC Trainer	07/01/25	06/30/26	$80.00
Ellison, Winston DIST Economic Development & Corporate Training	Workforce Development/PDC Trainer	07/01/25	06/30/26	$60.00
Hickok, Christopher DIST Economic Development & Corporate Training	Workforce Development/PDC Trainer	07/01/25	06/30/26	$65.00
Lopez, Brandon C DIST Economic Development & Corporate Training	Workforce Development/PDC Trainer	06/23/25	06/30/25	$60.00
Lopez, Brandon C DIST Economic Development & Corporate Training	Workforce Development/PDC Trainer	07/01/25	06/30/26	$60.00
Romero, Markazan DIST Economic Development & Corporate Training	Workforce Development/PDC Trainer	07/08/25	06/30/26	$86.58
Scarbrough, Michael DIST Economic Development & Corporate Training	Workforce Development/PDC Trainer	07/01/25	06/30/26	$60.00
Trinh, Vivian A DIST Facilities, Planning, Sustainability & Construction	Program Assistant	07/11/25	06/30/26	$31.00
Iniguez, Karla V DIST Fiscal Services	Program Assistant	07/24/25	06/30/26	$34.50
Padilla, Marissa DIST Fiscal Services	Program Assistant	05/27/25	06/30/25	$20.00
Padilla, Marissa DIST Fiscal Services	Program Assistant	07/01/25	07/31/25	$20.00
Puri, Anisha R DIST Fiscal Services	Program Assistant	07/24/25	06/30/26	$35.00
Andews, Kendall D DIST Human Resources	HR Intern	06/26/25	06/30/25	$20.00
Andews, Kendall D DIST Human Resources	HR Intern	07/01/25	06/30/26	$20.00

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Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Barett, Jared DIST Human Resources	HR Intern	07/01/25	06/30/26	$22.00
Luna, Suyapa DIST Human Resources	HR Intern	07/01/25	06/30/26	$22.00
Menjivar, Leah R DIST Human Resources	HR Intern	06/23/25	06/30/25	$20.00
Menjivar, Leah R DIST Human Resources	HR Intern	07/01/25	06/30/26	$20.00
Rosario, Lailani DIST Human Resources	HR Intern	07/01/25	06/30/26	$25.00
Zavala Enrique DIST Human Resources	HR Intern	06/26/25	06/30/25	$20.00
Zavala Enrique DIST Human Resources	HR Intern	07/01/25	06/30/26	$20.00
Tabuena, Nicole K DIST Human Resources/EH&S	Program Assistant	07/01/25	06/30/26	$40.00
Bolita, Anthony DIST KVCR	Closed Captioning Editor III	07/01/25	06/30/26	$25.00
Anguiano, Wendy DIST KVCR	Content Specialist	07/01/25	06/30/26	$22.00
Awad, Shareen A DIST KVCR	Content Specialist	07/01/25	06/30/26	$30.00
Bivian, Viviana DIST KVCR	Content Specialist	07/01/25	06/30/26	$18.00
Bom, Chandler GJ DIST KVCR	Content Specialist	07/01/25	06/30/26	$20.00
Buzenes-Argo, Alexis I DIST KVCR	Content Specialist	07/01/25	06/30/26	$20.00
Figueroa, Sofia DIST KVCR	Content Specialist	07/01/25	06/30/26	$25.00
Fontes, Leo DIST KVCR	Content Specialist	07/01/25	06/30/26	$27.00
Gil, Leonardo DIST KVCR	Content Specialist	07/01/25	06/30/26	$20.00
Lopez-Vega, Antonia DIST KVCR	Content Specialist	07/01/25	06/30/26	$20.00
Ornelas, Matthew A DIST KVCR	Content Specialist	07/01/25	06/30/26	$30.00
Shabeb, Younis DIST KVCR	Content Specialist	07/01/25	06/30/26	$30.00
Navarro, Briana DIST KVCR	Program Assistant	07/01/25	06/30/26	$26.00

Professional Expert, Short-Term & Substitute Employees

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Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Verduzco, Justin C DIST KVCR	Program Assistant	07/01/25	06/30/26	$24.00
Ly, Christina SBVC Applied Technology, Transportation & Culinary Arts	Apprenticeship Program Organizer	07/01/25	06/30/26	$70.00
Amaton, Gabriela T SBVC Applied Technology, Transportation & Culinary Arts	Program Assistant	07/01/25	06/30/26	$20.00
Garcia, Savanna Gloria M SBVC Applied Technology, Transportation & Culinary Arts	Program Assistant	07/01/25	06/30/26	$20.00
Lopez, Andy SBVC Applied Technology, Transportation & Culinary Arts	Program Assistant	07/01/25	06/30/26	$20.00
Cabrera, Alexander G SBVC Campus Technology Services	Program Assistant	07/01/25	06/30/26	$40.00
Almaguer, Marissa SBVC Counseling	Program Assistant	07/01/25	06/30/26	$20.00
Quintero, Alejandra SBVC Counseling	Program Assistant	07/01/25	06/30/26	$20.00
Mason, Christopher SBVC EOPS	Program Assistant	07/01/25	06/30/26	$25.00
Edwards, Raemon Lee SBVC First Year Experience	Program Assistant	05/11/25	06/30/25	$30.00
Edwards, Raemon Lee SBVC First Year Experience	Program Assistant	07/01/25	06/30/26	$30.00
Evans, TaQuera SBVC First Year Experience	Program Assistant	07/01/25	12/30/25	$30.18
Sprague, Monet L SBVC Flim, TV and Media	Social Media Specialist	07/01/25	06/30/26	$25.00
Bolivar, Luis Fernando SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/25	06/30/26	$45.00
Bradley, Vernon SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/25	06/30/26	$45.00
Cooper, Wanda SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/25	06/30/26	$45.00
Hosea, Keith SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/25	06/30/26	$45.00
Lane, Wandalyn SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/25	06/30/26	$45.00
Martinez, Rosalinda SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/25	06/30/26	$45.00

Professional Expert, Short-Term & Substitute Employees

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Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Montiel, Lelia SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/25	06/30/26	$45.00
Razo, Jorge SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/25	06/30/26	$45.00
Razo, Maria SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/25	06/30/26	$45.00
Thornton, Eric D SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/25	06/30/26	$45.00
Wallace-Ellis, Trinity SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/25	06/30/26	$45.00
Averbach, Vanessa SBVC Marketing, Creative Services & Public Affairs	Content Specialist	07/01/25	06/30/26	$25.00
Barzak, Amber SBVC Marketing, Creative Services & Public Affairs	Content Specialist	07/01/25	06/30/26	$40.00
Faught, Bethany SBVC Marketing, Creative Services & Public Affairs	Content Specialist	07/01/25	06/30/26	$30.00
Juedes, Joy SBVC Marketing, Creative Services & Public Affairs	Content Specialist	07/01/25	06/30/26	$27.00
Pishchanetskiy, Anna SBVC Marketing, Creative Services & Public Affairs	Content Specialist	07/01/25	06/30/26	$40.00
Rodriguez, Daniel SBVC Marketing, Creative Services & Public Affairs	Content Specialist	07/01/25	06/30/26	$27.00
Zuev, Vladislav SBVC Marketing, Creative Services & Public Affairs	Content Specialist	07/01/25	06/30/26	$25.00
Bacon, Cristina SBVC Marketing, Creative Services & Public Affairs	Program Assistant	07/01/25	06/30/26	$45.00
Garcia, Catherine E SBVC Marketing, Creative Services & Public Affairs	Program Assistant	07/01/25	06/30/26	$49.00
Rodriguez, Andrew SBVC Marketing, Creative Services & Public Affairs	Program Assistant	07/01/25	06/30/26	$49.00
Tarasyuk, Svetlana N SBVC Marketing, Creative Services & Public Affairs	Program Assistant	07/01/25	06/30/26	$25.00

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Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Vladimir, Aladin SBVC Marketing, Creative Services & Public Affairs	Program Assistant	07/01/25	06/30/26	$25.00
Wolfe, Taylor SBVC Marketing, Creative Services & Public Affairs	Program Assistant	07/01/25	06/30/26	$49.00
Zuev, Alexander SBVC Marketing, Creative Services & Public Affairs	Program Assistant	07/01/25	06/30/26	$25.00
Ortiz, Gilberto SBVC Marketing, Creative Services & Public Affairs	Project Liaison	07/01/25	06/30/26	$55.00
Robles, Thomas SBVC Marketing, Creative Services & Public Affairs	Project Liaison	07/01/25	06/30/26	$50.00
Littles, Demond A SBVC Math Division	Program Liaison	07/01/25	06/30/26	$70.00
Memminger, Kevin K SBVC Math Division	Program Liaison	07/01/25	06/30/26	$70.00
Chung, Un Joo SBVC Music/Theatre/Dance	Program Assistant	08/01/25	06/30/26	$45.00
Farkas, Naomi N SBVC Office of Student Life	Program Assistant	07/01/25	06/30/26	$20.00
Gonzalez, Gladys F SBVC Office of Student Life	Program Assistant	07/01/25	06/30/26	$20.00
Beler, Katie M SBVC Police Academy/Criminal Justice	Facilitator/Evaluator	05/20/25	06/30/25	$53.00
Beler, Katie M SBVC Police Academy/Criminal Justice	Facilitator/Evaluator	07/01/25	06/30/26	$53.00
Beler, Robert B SBVC Police Academy/Criminal Justice	Facilitator/Evaluator	05/23/25	06/30/25	$53.00
Beler, Robert B SBVC Police Academy/Criminal Justice	Facilitator/Evaluator	07/01/25	06/30/26	$53.00
Chencharick, John SBVC Police Academy/Criminal Justice	PS Facilitator/Evaluator or Police Tactical Officer/RTO	06/20/25	06/30/25	$45.00/ $53.00
Chencharick, John SBVC Police Academy/Criminal Justice	PS Facilitator/Evaluator or Police Tactical Officer/RTO	07/01/25	06/30/26	$45.00/ $53.00
Higgins, Mark D SBVC Police Academy/Criminal Justice	PS Facilitator/Evaluator or Police Tactical Officer/RTO	07/01/25	06/30/26	$45.00/ $53.00
Ta, Eric Van SBVC Police Academy/Criminal Justice	PS Facilitator/Evaluator or Police Tactical Officer/RTO	07/01/25	06/30/26	$45.00/ $53.00

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Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Lopez, Anita SBVC Student Accessibility Services	Interpreting/Transliterating Level III	07/01/25	06/30/26	$37.00
Gutierrez, Rafael SBVC Student Accessibility Services	Program Assistant	07/01/25	06/30/26	$25.00
Nunez, Isabella SBVC Student Accessibility Services	Program Assistant	07/01/25	06/30/26	$20.00
Ortega, Luis SBVC Student Accessibility Services	Program Assistant	07/01/25	06/30/26	$20.00
Gutierrez, Valeria SBVC Student Equity & Success	Program Assistant	07/01/25	06/30/26	$25.00
Nunez, Esmeralda SBVC Student Equity & Success	Program Assistant	07/01/25	06/30/26	$25.00
Rojas, Martha C SBVC Student Health Services	Licensed Mental Health Clinician I	05/11/25	06/30/25	$65.00
Rojas, Martha C SBVC Student Health Services	Licensed Mental Health Clinician I	07/01/25	12/30/25	$65.00
Nguyen, Phong K SBVC Student Health Services	Medical Director	07/01/25	06/30/26	$0.00
Velasco, Ulises SBVC Student Health Services	Post Masters Counseling Associate II	07/01/25	12/31/25	$35.00
Baxter, Fawn N SBVC Student Health Services	Post Masters Counseling Associate III	07/01/25	12/31/25	$40.00
Todd, Denise E SBVC Student Health Services	Post Masters Counseling Associate III	07/01/25	12/31/25	$40.00

Short-Term

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Duran, Cristal CHC Aquatics	Lifeguard	07/01/25	06/30/26	$17.50
Cruz, Kenia CHC Art	Life Drawing Model	08/25/25	06/30/26	$25.00
Dooley, Michael J CHC Art	Life Drawing Model	08/25/25	06/30/26	$25.00
Grimm, Greg N CHC Art	Life Drawing Model	08/25/25	06/30/26	$25.00
Monsalve, Krysten M CHC Art	Life Drawing Model	08/25/25	06/30/26	$25.00
Sousa, Miranda M CHC Art	Life Drawing Model	08/25/25	06/30/26	$25.00

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Short-Term

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Cruz, Giselle M CHC STEM-MESA	Project Assistant II	05/28/25	06/30/25	$17.50
Cruz, Giselle M CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Fisher, Bayleigh M CHC STEM-MESA	Project Assistant II	05/28/25	06/30/25	$17.50
Fisher, Bayleigh M CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Garcia, Jazmyn M CHC STEM-MESA	Project Assistant II	05/28/25	06/30/25	$17.50
Garcia, Jazmyn M CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Garcia, Jazmyn M CHC STEM-MESA	Project Assistant II	09/01/25	06/30/26	$17.50
Garcia, Samuel E CHC STEM-MESA	Project Assistant II	06/02/25	06/30/25	$17.50
Garcia, Samuel E CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Gutierrez, Jazmin E CHC STEM-MESA	Project Assistant II	06/02/25	06/30/25	$17.50
Gutierrez, Jazmin E CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Hernandez, Ariel M CHC STEM-MESA	Project Assistant II	06/02/25	06/30/25	$17.50
Hernandez, Ariel M CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Igbako, Orume M CHC STEM-MESA	Project Assistant II	05/28/25	06/30/25	$17.50
Igbako, Orume M CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Llanas, Steven CHC STEM-MESA	Project Assistant II	06/02/25	06/30/25	$17.50
Llanas, Steven CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Medina, Noemi CHC STEM-MESA	Project Assistant II	05/28/25	06/30/25	$17.50
Medina, Noemi CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Parhusip, Marsekal CHC STEM-MESA	Project Assistant II	05/28/25	06/30/25	$17.50
Parhusip, Marsekal CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50

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Short-Term

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Rivera, Christina M CHC STEM-MESA	Project Assistant II	06/02/25	06/30/25	$17.50
Rivera, Christina M CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Rodriguez, Valeria J CHC STEM-MESA	Project Assistant II	06/02/25	06/30/25	$17.50
Rodriguez, Valeria J CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Ruiz Arias, Lisette CHC STEM-MESA	Project Assistant II	06/23/25	06/30/25	$17.50
Ruiz Arias, Lisette CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Santoso, Denny CHC STEM-MESA	Project Assistant II	05/28/25	06/30/25	$17.50
Santoso, Denny CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Sutherland-Beattie, Nicholas J CHC STEM-MESA	Project Assistant II	05/28/25	06/30/25	$17.50
Sutherland-Beattie, Nicholas J CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Trujillo, Jorge CHC STEM-MESA	Project Assistant II	06/02/25	06/30/25	$17.50
Trujillo, Jorge CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Victor, Erica G CHC STEM-MESA	Project Assistant II	05/28/25	06/30/25	$17.50
Victor, Erica G CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Wu, Yingwen CHC STEM-MESA	Project Assistant II	05/28/25	06/30/25	$17.50
Wu, Yingwen CHC STEM-MESA	Project Assistant II	07/01/25	08/30/25	$17.50
Grimm, Greg N SBVC Art	Life Drawing Model	08/01/25	06/30/26	$25.00
Arteaga, Alexander SBVC Counseling	Project Assistant I	07/01/25	06/30/25	$16.50
Hernandez, Jennifer SBVC Counseling	Project Assistant I	07/01/25	06/30/25	$16.50
Herrarte, Orlando SBVC Counseling	Project Assistant I	07/01/25	06/30/25	$16.50
Melendez, Diana SBVC Counseling	Project Assistant I	07/01/25	06/30/25	$16.50

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Substitute

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Pineda, Erick CHC Admissions and Record *Vacancy*	Admissions and records	07/23/25	09/15/25	$25.03
Hamilton, Brendon CHC Aquatics *Sick/Vacation Coverage*	Pool Attendant	07/01/25	07/31/25	$22.11
Cecena, Rosy CHC Custodian *LOA*	Maintenance	07/02/25	07/27/25	$22.69
Cecena, Rosy CHC Custodian *LOA*	Maintenance	07/28/25	09/25/25	$22.69
Henderson, Kristine CHC Custodian *Vacancy*	Maintenance	07/01/25	07/27/25	$22.69
Henderson, Kristine CHC Custodian *LOA*	Maintenance	07/28/25	09/25/25	$22.69
Cunvong, Jenny CHC Institutional Advancement *New - Vacancy*	Development Coordinator	06/23/25	08/22/25	$33.66
Sabawi, Ola CHC Institutional Effectiveness, Research and Planning *LOA*	Research Analyst	07/23/25	09/01/25	$51.08
Cabrera, Moris CHC Student Accessibility Services *Vacancy*	Alternative Media and Assistive Technology Specialist	06/18/25	06/30/25	$36.26
Cabrera, Moris CHC Student Accessibility Services *Vacancy*	Alternative Media and Assistive Technology Specialist	07/01/25	08/18/25	$36.26
Velasco, Amber DIST Facilities *Vacancy*	Administrative Clerk	05/23/25	06/30/25	$22.47
Velasco, Amber DIST Facilities *Vacancy*	Administrative Clerk	07/01/25	07/22/25	$22.47
Gibson, Shawna DIST Human Resources Generalist *Vacancy*	Human Resources	09/02/25	11/02/25	$39.55
Esquivel, Jessica DIST Payroll *Vacancy*	Payroll Technician	06/16/25	06/30/25	$29.03

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Substitute

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Esquivel, Jessica DIST Payroll *Vacancy*	Payroll Technician	07/01/25	08/16/25	$29.03
Ageeb, Newman SBVC Child Development *Sick/Vacation Coverage*	Child Development Assistant	07/07/25	09/05/25	$18.60
Bobadilla, Mayra SBVC Child Development *Sick/Vacation Coverage*	Child Development Assistant	07/07/25	09/05/25	$18.60
Bracamontes, Yvette SBVC Child Development *Sick/Vacation Coverage*	Child Development Assistant	07/21/25	09/19/25	$26.27
Bracamontes,Yvette SBVC Child Development *Sick/Vacation Coverage*	Child Development Assistant	07/07/25	09/05/25	$18.60
Diaz-Bocanegra, Edith SBVC Child Development *Sick/Vacation Coverage*	Child Development Assistant	07/07/25	09/05/25	$18.60
Penafiel, Stefania SBVC Child Development *Sick/Vacation Coverage*	Child Development Assistant	07/07/25	09/05/25	$18.60
Sarsour,Ansaf SBVC Child Development *Sick/Vacation Coverage*	Child Development Assistant	07/07/25	09/05/25	$18.60
Bock,Tim SBVC Custodial *Vacancy, Sick/Vacation*	Maintenance	07/01/25	08/30/25	$22.69
Cardona, Marina SBVC Custodial *New Vacancy Sick/Vacation/LOA*	Maintenance	07/01/25	08/30/25	$22.69
Chavez-Zarate, Ana SBVC Custodial *New - Vacancy Sick/Vacation Coverage*	Maintenance	06/16/25	06/30/25	$22.69
Cobarrubias, Anthony SBVC Custodial *New - Vacancy Sick/Vacation Coverage*	Maintenance	06/02/25	06/30/25	$22.69
Galinda, Richard SBVC Custodial *Vacancy, Sick/Vacation*	Maintenance	07/01/25	08/30/25	$22.69
Martinez Alarcon, Aziel SBVC Custodial *Sick/Vacation Coverage*	Maintenance	06/30/25	06/30/25	$22.69

Professional Expert, Short-Term & Substitute Employees

Presented for Information on August 14, 2025

[v.7.24.2025.p.15|15]

Substitute

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Martinez, Aziel SBVC Custodial *Vacancy, Sick/Vacation*	Maintenance	07/01/25	08/30/25	$22.69
Martinez, Luis SBVC Custodial *Vacancy, Sick/Vacation*	Maintenance	07/01/25	08/30/25	$22.69
Prado,Elva SBVC Custodial *New - Vacancy Sick/Vacation Coverage*	Maintenance	06/16/25	06/30/25	$22.69
Villalpando, Lauren SBVC Custodial *Vacancy, Sick/Vacation*	Maintenance	07/01/25	08/30/25	$22.69
Villalta, Carlos SBVC Custodial *Vacancy, Sick/Vacation*	Maintenance	07/01/25	08/30/25	$22.69
Villalta, Carlos SBVC Custodial *New - Vacancy Sick/Vacation Coverage*	Maintenance	07/24/25	06/30/25	$22.69
Chavez, Ana SBVC Custodian *Vacancy, Sick/Vacation*	Maintenance	07/01/25	08/30/25	$22.69
George, Billy SBVC Custodian *Vacancy, Sick/Vacation*	Maintenance	07/01/25	08/30/25	$22.69
Prado, Elva SBVC Custodian *Vacancy, Sick/Vacation*	Maintenance	07/01/25	08/30/25	$22.69
Reyes, Ruben SBVC Custodian *Vacancy, Sick/Vacation*	Maintenance	07/01/25	08/30/25	$22.69
Halsell, Heidi L. SBVC Student Accessibility Services *Vacancy*	Student Services Technician II	05/27/25	06/30/25	$25.63
Badillo, Amanda SBVC Student Health Services *Vacancy, Sick/Vacation*	Administrative Assistant II	07/01/25	08/29/25	$27.61
Hall, Suzan SBVC Student Services *Training*	Administrative Coordinator	07/01/25	07/24/25	$33.66
Rodriguez, Saul SBVC Student Services Tech II *New - Vacancy*	Applied Technology	07/01/25	08/31/25	$25.63

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: August 14, 2025

SUBJECT: Purchase Order Report

RECOMMENDATION

This item is for information only. No action is necessary.

OVERVIEW

In accordance with SBCCD Board Policy 6100, Delegation of Authority, The Board of Trustees delegates authority to the Chancellor to supervise the general business procedures of the District to assure the proper administration of property and contracts.

Education Code 81656 provides that all transactions entered into by an authorized officer shall be reviewed by the Board every 60 days.

ANALYSIS

Purchase orders issued between the dates of 5/20/2025 – 7/14/2025 are attached, except those approved through other agenda items. All purchase orders have been issued in accordance with the District's policies and procedures by an authorized officer of the District.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The attached purchase orders are included in the appropriate budgets.

Purchase Order Report
August 14, 2025

PO#	Supplier Name	Amount
PO2505145	STAPLES BUSINESS ADVANTAGE	77.69
PO2505146	DAN LYMAN CONSTRUCTION	992.00
PO2505147	BOUND TREE MEDICAL LLC	1,078.72
PO2505148	STAPLES BUSINESS ADVANTAGE	111.61
PO2505149	STAPLES BUSINESS ADVANTAGE	447.38
PO2505150	A GORDON COMPANY	5,999.65
PO2505151	ENCO SYSYTEMS INC	3,197.25
PO2505154	CDW LLC	2,082.08
PO2505156	JIMENEZ, SAMANTHA	40.00
PO2505157	ALONSO, LORENA	40.00
PO2505158	COLBERT, VALERIE	40.00
PO2505159	CURTIS, ALYSSA	40.00
PO2505160	RUIZ, ROSEMARY	40.00
PO2505161	VILLALOBOS, KAREN	40.00
PO2505162	ESCALANTE, AMELIE	40.00
PO2505163	MENDEZ, JOHN PAUL AREVADO	40.00
PO2505164	CDW LLC	2,071.25
PO2505165	EVERON LLC	27,138.95
PO2505167	KNOWLAND INC	22,456.00
PO2505168	BONE CLONES HOLDINGS	2,992.75
PO2505169	L.N. CURTIS AND SONS	16,371.46
PO2505170	CARDIO PARTNERS INC	146.81
PO2505171	CARDIO PARTNERS INC	234.90
PO2505172	FOUNDATION FOR GROSSMONT & CUYAMACA COLLEGE	1,400.00
PO2505173	WOOD-MIZER LLC	1,391.75
PO2505174	CROWN PROMOTIONS GROUP, INC	1,609.50
PO2505175	SAN BERNARDINO, COUNTY OF	534.00
PO2505177	FOLLETT CORPORATION	3,458.25
PO2505178	SNAP-ON INDUSTRIAL	9,131.63
PO2505179	ULINE INC	138.18
PO2505180	STAPLES BUSINESS ADVANTAGE	312.03
PO2505181	STAPLES BUSINESS ADVANTAGE	352.67
PO2505182	CDW LLC	1,385.43
PO2505183	ALUMINUM ATHLETIC EQUIPMENT CO	29,785.50
PO2505184	SCHOOL DATEBOOKS INC	5,752.88
PO2505185	XPRESS RENT-A-CAR	517.68
PO2505187	BLACKHAWK NETWORK INC	4,722.82
PO2505189	SOUTHERN CALIFORNIA LANDSCAPE INC	48,100.00
PO2505190	SAN BERNARDINO CCD	1,997.42
PO2505191	DELL INC	5,251.66
PO2505192	WEB 4 HALF LLC	12,313.54
PO2505193	SAN BERNARDINO CCD	2,760.50
PO2505194	SAN BERNARDINO CCD	2,753.55
PO2505195	SAN BERNARDINO CCD	1,300.92
PO2505196	STAPLES BUSINESS ADVANTAGE	4,375.37

Purchase Order Report
August 14, 2025

PO#	Supplier Name	Amount
PO2505197	BSN SPORTS INC	1,246.42
PO2505198	SNAP-ON INDUSTRIAL	720.00
PO2505199	VARIDESK LLC	1,924.88
PO2505200	PANERA LLC	32.49
PO2505201	STAPLES BUSINESS ADVANTAGE	1,139.40
PO2505202	CDW LLC	10,478.91
PO2505203	B&H PHOTO VIDEO	2,670.61
PO2505204	CROWN HARDWARE INC	2,382.23
PO2505205	YUCAIPA, CITY OF	1,500.00
PO2505206	CDW LLC	15,424.92
PO2505207	YUCAIPA, CITY OF	1,000.00
PO2505208	GET NOTICED PROMOS LLC	907.38
PO2505209	SAN BERNARDINO CCD	3,301.63
PO2505210	DUCK & OWL LLC	3,771.25
PO2505211	CONSTRUCTION MANAGEMENT ASSOCIATION OF AMERICA	2,500.00
PO2505213	CDW LLC	141.15
PO2505214	STAPLES BUSINESS ADVANTAGE	194.78
PO2505216	ECONO FENCE INC	37,110.00
PO2505217	KRUEGER INTERNATIONAL INC	1,012.07
PO2505218	HARLOW'S KITCHEN CONCEPTS	1,829.66
PO2505219	CDW LLC	2,027.10
PO2505220	AXON ENTERPRISE INC	18,935.42
PO2505221	CDW LLC	2,000.74
PO2505223	STAPLES BUSINESS ADVANTAGE	656.96
PO2505224	CAROLINA BIOLOGICAL SUPPLY CO	1,469.08
PO2505225	VASQUEZ, ROBERT	4,998.45
PO2505226	A & I REPROGRAPHICS	2,058.79
PO2505227	ULINE INC	3,293.60
PO2505230	A GORDON COMPANY	9,986.82
PO2505231	BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS	5,000.00
PO2505232	ECONO FENCE INC	2,320.00
PO2505235	SAN BERNARDINO CCD	2,000.00
PO2505236	FOLLETT CORPORATION	7,000.00
PO2505237	PRINT & FINISHING SOLUTIONS	21.75
PO2505238	MITCHELL, CHANIKA LATONYA	1,275.00
PO2505239	SAN BERNARDINO CCD	290.00
PO2505241	SNAP-ON INDUSTRIAL	26,046.06
PO2505242	CURRIQUNET SOLUTIONS LLC	24,171.00
PO2505244	KNEIFL, JOHN E	18,750.00
PO2505246	BSN SPORTS INC	1,698.94
PO2505247	BSN SPORTS INC	3,017.43
PO2505248	BSN SPORTS INC	9,171.34
PO2505249	BLUE RIBBON INK & THREAD INC	240.00
PO2505250	DOCKETMANAGER INC	20,490.00
PO2505251	MARTINEZ-GUZMAN, LUISA	500.00

Purchase Order Report
August 14, 2025

PO#	Supplier Name	Amount
PO2505252	CROWN PROMOTIONS GROUP, INC	12,991.08
PO2505253	WESTERN DC SYSTEMS INC	22,012.30
PO2505254	J. E. HALLIDAY SALES INC	705.00
PO2505255	SAN DIEGO RESTAURANT SUPPLY	2,167.04
PO2505256	MACINTOSH, CINDY LEE	15,442.50
PO2505258	QUANTUM PROMOTIONS LLC	12,529.09
PO2505260	SIDEPATH INC	16,369.80
PO2505261	UNISOURCE SOLUTIONS LLC	5,780.75
PO2505262	EVERON LLC	19,640.32
PO2505263	STAPLES BUSINESS ADVANTAGE	2,800.79
PO2505264	STAPLES BUSINESS ADVANTAGE	95.32
PO2505265	STAPLES BUSINESS ADVANTAGE	179.57
PO2505266	CHILD WELFARE LEAGUE OF AMERICA INC	1,705.75
PO2505268	C.I. SERVICES INC	34,298.00
PO2505269	DOING GOOD WORKS	3,759.87
PO2505270	UNISOURCE SOLUTIONS LLC	35,262.19
PO2505271	SAN BERNARDINO CCD	750.00
PO2505272	BONE CLONES HOLDINGS	10,273.33
PO2505274	1 STOP AUTO BODY SUPPLIES INC	1,299.38
PO2505275	LOBBAN, OLGA	667.29
PO2505278	CDW LLC	5,357.03
PO2505280	DELL MARKETING LP	57,116.32
PO2505281	STAPLES BUSINESS ADVANTAGE	181.04
PO2505283	CDW LLC	6,829.27
PO2505284	SHARP DESIGNS CUSTOM EMBROIDERY	1,157.10
PO2505286	BENNETT GALLERY INC	1,533.13
PO2505287	DISH FACTORY INC, THE	13,177.78
PO2505288	4IMPRINT INC	222.99
PO2505289	A & I REPROGRAPHICS	374.11
PO2505290	MICHAEL, YONAS	1,000.00
PO2505291	GRAINGER INC	16,684.16
PO2505293	MODERN KAIZEN LLC	34,500.00
PO2505294	FOLLETT CORPORATION	5,921.44
PO2505295	POCKET NURSE ENTERPRISES INC	2,531.30
PO2505296	SAN BERNARDINO CCD	7,500.00
PO2505297	CORVALLIS MAINTENANCE SERVICE	812.00
PO2505298	PANERA LLC	1,808.29
PO2505299	R.E. MICHEL COMPANY	2,821.83
PO2505301	STAPLES BUSINESS ADVANTAGE	511.78
PO2505302	STAPLES BUSINESS ADVANTAGE	117.11
PO2505303	STAPLES BUSINESS ADVANTAGE	1,420.39
PO2505304	CREATIVE SOLUTIONS MARKETING & PRINTING INC	42,295.06
PO2505305	DUCK & OWL LLC	435.00
PO2505308	ULINE INC	1,054.97
PO2505309	ISLAND ADVERTISING INC	1,567.56

Purchase Order Report
August 14, 2025

PO#	Supplier Name	Amount
PO2505310	KITCHELL/CEM INC	632.00
PO2505312	SAN BERNARDINO CCD	336.25
PO2505313	SAN BERNARDINO CCD	336.25
PO2505319	C&F SHAVED ENTERPRISES	1,525.00
PO2505320	STAPLES BUSINESS ADVANTAGE	134.06
PO2505321	DELL MARKETING LP	3,456.60
PO2505322	A & I REPROGRAPHICS	11,745.44
PO2505323	CROWN HARDWARE INC	684.67
PO2505324	BPS TACTICAL INC	2,128.85
PO2505325	VALENZUELA, PATRICIA	1,000.00
PO2505326	MOORE, KARYSN	500.00
PO2505327	INTERNATIONAL NAME PLATE U.S. INC	8,450.00
PO2505328	MOTOROLA SOLUTIONS INC	594.67
PO2505329	EAB GLOBAL INC	895.00
PO2505330	STAPLES BUSINESS ADVANTAGE	187.17
PO2505331	C&F SHAVED ENTERPRISES	305.00
PO2505332	C&F SHAVED ENTERPRISES	1,982.50
PO2505333	DELL MARKETING LP	8,697.30
PO2505334	CPR1 LLC	8,399.14
PO2505335	STAPLES BUSINESS ADVANTAGE	676.48
PO2505336	STAPLES BUSINESS ADVANTAGE	555.88
PO2505337	STAPLES BUSINESS ADVANTAGE	71.56
PO2505338	STAPLES BUSINESS ADVANTAGE	285.47
PO2505339	STAPLES BUSINESS ADVANTAGE	208.17
PO2505340	STAPLES BUSINESS ADVANTAGE	3,653.67
PO2505341	STAPLES BUSINESS ADVANTAGE	25.19
PO2505342	STAPLES BUSINESS ADVANTAGE	1,343.95
PO2505343	POCKET NURSE ENTERPRISES INC	15,638.97
PO2505344	TSI INCORPORATED	13,082.63
PO2505345	BSN SPORTS INC	7,910.06
PO2505347	VIZUAL SYMPHONY INC	6,132.97
PO2505348	STAPLES BUSINESS ADVANTAGE	66.28
PO2505349	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTED INC	4,850.00
PO2505351	STAPLES BUSINESS ADVANTAGE	543.51
PO2505352	COMMITTEE ON ACCREDITATION (COAEMSP)	2,200.00
PO2505353	PANERA LLC	1,362.95
PO2505354	FOX, JONATHAN	1,500.00
PO2505355	COUTS HEATING & COOLING INC	12,982.92
PO2505356	ULINE INC	11,840.95
PO2505358	SIGNS & LUCITE PRODUCTS INC	43,971.27
PO2505359	A & I REPROGRAPHICS	3,220.52
PO2505360	VERDEK LLC	7,304.14
PO2505361	JOSTENS INC	6,000.00
PO2505363	4IMPRINT INC	8,856.81
PO2505364	ULINE INC	2,057.37

Purchase Order Report
August 14, 2025

PO#	Supplier Name	Amount
PO2505365	PANERA LLC	564.40
PO2505367	DUCK & OWL LLC	2,000.00
PO2505368	PRIME PROMOS LLC	1,525.50
PO2505370	CDW LLC	1,417.19
PO2505371	DOOLEY ENTERPRISES INC	2,428.54
PO2505373	SIMPSON, TAHIRAH M	25.48
PO2505374	G/M BUSINESS INTERIORS	2,047.47
PO2505375	FASTSIGNS	4,414.16
PO2505377	CORONA AIR PAINT	27,351.00
PO2505378	BSN SPORTS INC	2,136.99
PO2505379	GREEN BUSINESS CERTIFICATION INC	1,350.00
PO2505380	CHEM-PAK	4,000.00
PO2505381	SAN BERNARDINO CCD	7,112.00
PO2505382	MCLAREN, MERIDYTH	1,600.00
PO2505383	GRAM'S BBQ RESTAURANT & CATERING	4,521.16
PO2505384	TYR INC	20,800.00
PO2505385	WENGER CORPORATION	8,317.86
PO2505386	DUCK & OWL LLC	500.00
PO2505387	ZAMUDIO, MARTIN	496.99
PO2505388	SNOWDEN, JUSTIN	3,000.00
PO2505389	PROSITE SERVICES	1,213.65
PO2505391	STAPLES BUSINESS ADVANTAGE	171.65
PO2505392	BLACKHAWK NETWORK INC	19,000.00
PO2505393	DJO GLOBAL INC	7,983.69
PO2505394	IDSCAN.NET INC	11,432.29
PO2505396	TRINH, VIVIAN	300.00
PO2505397	GRAINGER INC	23,192.50
PO2505398	VERDEK LLC	7,502.00
PO2505399	DELL MARKETING LP	25,402.86
PO2505402	PANERA LLC	997.57
PO2505403	WILDWOOD CONSTRUCTION INC	5,900.00
PO2505406	COROVAN MOVING & STORAGE CO	7,559.62
PO2505408	SOUTHERN CALIFORNIA LANDSCAPE INC	51,550.00
PO2505409	GARCIA, ROCIO G MARTINEZ	150.00
PO2505410	STAPLES BUSINESS ADVANTAGE	215.86
PO2505411	DELL MARKETING LP	2,074.28
PO2505412	WILDWOOD CONSTRUCTION INC	7,885.00
PO2505413	CDW LLC	1,124.54
PO2505414	UES PROFESSIONAL SOLUTIONS 30 LLC	11,500.00
PO2505416	HIS GLASSWORKS INC	9,151.52
PO2505417	CDW LLC	2,368.43
PO2505418	STAPLES BUSINESS ADVANTAGE	220.36
PO2505420	SAN BERNARDINO CCD	2,826.63
PO2505421	STAPLES BUSINESS ADVANTAGE	164.00
PO2505425	HAVEN SALES	9,995.81

Purchase Order Report
August 14, 2025

PO#	Supplier Name	Amount
PO2505426	CROWN PROMOTIONS GROUP, INC	1,395.77
PO2505427	REGENTS OF THE UNIVERSITY OF CALIFORNIA RIVERSIDE	3,500.00
PO2505428	AIRGAS INC	118.37
PO2505429	INDUSTRIAL METAL SUPPLY CO	4,281.31
PO2505430	TSI INCORPORATED	4,452.19
PO2505431	DELL MARKETING LP	1,344.94
PO2505432	A GORDON COMPANY	1,501.74
PO2505433	POSITIVE PROMOTIONS INC	4,786.27
PO2505434	VARI SALES CORPORATION	1,924.88
PO2505435	FISHER SCIENTIFIC COMPANY LLC	9,135.00
PO2505436	AGILITI HEALTH INC	862.50
PO2505437	MATHIS, TAMMY R	110.00
PO2505438	TREE PROS INC	16,000.00
PO2505441	PEDI-ED-TRICS EMERGENCY MEDICAL SOLUTIONS LLC	7,230.35
PO2505442	BLACKHAWK NETWORK INC	2,736.78
PO2505443	STAPLES BUSINESS ADVANTAGE	448.37
PO2505444	SAN BERNARDINO CCD	2,521.25
PO2505445	SOUTHERN CALIFORNIA EMERGENCY MEDICINE	8,500.00
PO2505446	WEBSTAURANT STORE INC, THE	2,019.22
PO2505448	BLACKHAWK NETWORK INC	3,750.00
PO2505450	STITCHMANIA	140.83
PO2505451	WEBSTAURANT STORE INC, THE	8,661.63
PO2505453	10-8 RETROFIT INC	2,938.13
PO2505455	GREENBERG GLUSKER FIELDS CLAMAN & MACHTINGER LLP	10,000.00
PO2505456	LONDON, ALYSSA	45,000.00
PO2505457	SAN BERNARDINO VALLEY COLLEGE FOUNDATION	10,500.00
PO2505458	CROWN HARDWARE INC	2,773.08
PO2505459	L.N. CURTIS AND SONS	266.35
PO2505463	STAPLES BUSINESS ADVANTAGE	295.82
PO2505464	STAPLES BUSINESS ADVANTAGE	845.49
PO2505466	FOLLETT CORPORATION	4,872.00
PO2505467	FOLLETT CORPORATION	4,513.13
PO2505468	SAN BERNARDINO CCD	1,280.63
PO2505469	STAPLES BUSINESS ADVANTAGE	1,738.02
PO2505470	POSITIVE PROMOTIONS INC	13,783.92
PO2505471	A & I REPROGRAPHICS	3,415.36
PO2505473	PROSITE SERVICES	1,479.00
PO2505474	4IMPRINT INC	11,363.83
PO2505475	DISH FACTORY INC, THE	41,319.56
PO2505476	CROWN PROMOTIONS GROUP, INC	1,609.50
PO2505477	MOUNTAIN MEASUREMENT INC	679.25
PO2505479	STANTON, WYATT DEAN	1,557.03
PO2505481	SAN BERNARDINO CCD	1,077,760.00
PO2505482	MPG CONSTRUCTION LLC	4,770.00
PO2505483	FLORES, GUADALUPE	500.00

Purchase Order Report
August 14, 2025

PO#	Supplier Name	Amount
PO2505484	SULLIVAN, LAURIE A	85.40
PO2505485	DIAMEDICAL USA EQUIPMENT LLC	6,319.45
PO2505486	DIAMEDICAL USA EQUIPMENT LLC	3,205.28
PO2505488	DEPARTMENT OF CONSERVATION REF FD	4,800.00
PO2505490	TRANE US INC	2,500.00
PO2505491	ACT INC	500.00
PO2505492	STAPLES BUSINESS ADVANTAGE	44.59
PO2505493	THREE PEAKS CORP	19,000.00
PO2505494	THREE PEAKS CORP	2,587.00
PO2505495	EVERON LLC	15,249.94
PO2505496	MPG CONSTRUCTION LLC	9,390.00
PO2505499	VALDEZ PAINTING LLC	1,250.00
PO2505500	VALDEZ PAINTING LLC	600.00
PO2505501	KATOM RESTAURANT SUPPLY INC	11,839.41
PO2505502	TETRA TECH INC	1,781.00
PO2505505	KNEIFL, JOHN E	767.58
PO2505507	PROSITE SERVICES	5,785.50
PO2505508	MCCARTHY BUILDING COMPANIES INC	4,015.62
PO2505509	MPG CONSTRUCTION LLC	17,610.00
PO2505511	SAN BERNARDINO, CITY OF	310.00
PO2505512	SAN BERNARDINO, CITY OF	360.00
PO2505513	BLINK, DAVID FREDRICK	1,164.67
PO2505514	FOLLETT CORPORATION	111.74
PO2600001	INSTRUCTURE INC	15,246.00
PO2600002	CHIEF INFORMATON SYSTEMS OFFICERS ASSOCIATION	300.00
PO2600003	ASSOCIATION OF CHIEF HUMAN RESOURCS OFFICERS	450.00
PO2600004	AUTOZONE STORES LLC	700.00
PO2600006	MATHIS, TAMMY R	100.00
PO2600007	GALLS LLC	20,000.00
PO2600009	NOVA INFORMATION GROUP LLC	24,000.00
PO2600011	SAN BERNARDINO, COUNTY OF	30,000.00
PO2600012	MATHIS, TAMMY R	1,300.00
PO2600014	INSTRUCTURE INC	25,750.00
PO2600015	FERRILLI	15,600.00
PO2600019	HERRERA'S ICE CREAM DISTRIBUTION INC	20,000.00
PO2600020	SYSCO RIVERSIDE INC	14,000.00
PO2600022	WARD'S NATURAL SCIENCE EST INC	1,250.00
PO2600023	BIO-RAD LABORATORIES INC	1,500.00
PO2600024	CAROLINA BIOLOGICAL SUPPLY CO	6,000.00
PO2600025	KELLY SPICERS INC	2,000.00
PO2600027	DAILY JOURNAL CORPORATION	2,500.00
PO2600028	STAPLES BUSINESS ADVANTAGE	244.58
PO2600029	SYSCO RIVERSIDE INC	90,000.00
PO2600032	FLINN SCIENTIFIC INC	2,532.52
PO2600033	ULINE INC	4,374.09

Purchase Order Report
August 14, 2025

PO#	Supplier Name	Amount
PO2600034	SAN BERNARDINO CCD	50,000.00
PO2600036	CANELA, YNEZ	600.00
PO2600037	CONVERGEONE INC	7,035.02
PO2600038	FEDERAL EXPRESS	800.00
PO2600040	SAN BERNARDINO CCD	600,000.00
PO2600042	EDINVENT INC	11,600.00
PO2600047	EXAMSOFT WORLDWIDE LLC	52,576.16
PO2600049	FRONTIER COMMUNICATIONS	10,500.00
PO2600051	CAPTURE TECHNOLOGIES	5,000.00
PO2600052	SOUTHERN CALIFORNIA EDISON CO	450,000.00
PO2600053	HARDY DIAGNOSTICS	1,500.00
PO2600076	STAPLES BUSINESS ADVANTAGE	228.70
PO2600077	GONZALES, AMELIA	300.00
PO2600080	ULINE INC	2,811.10
PO2600081	MCMASTER-CARR SUPPLY CO	627.17
PO2600086	EDUCAUSE	2,291.00
PO2600087	JOBELEPHANT.COM	7,850.00
PO2600089	FRONTIER COMMUNICATIONS	80,000.00
PO2600105	DENNIS, PAUL	375.00
PO2600109	INLAND ACTION	5,042.00
PO2600112	STAPLES BUSINESS ADVANTAGE	130.49
PO2600117	SUMMERLAND BAGS, LLC	19,712.44
PO2600118	DUCK & OWL LLC	161.62
PO2600121	SOUTHERN CALIFORNIA GAS CO	150,000.00
PO2600122	AMAZON WEB SERVICES INC	7,350.00
PO2600123	ST JEAN, CYNTHIA	200.00
PO2600125	ACCREDITING COMMISSION FOR COMMUNITY & JUNIOR COLLEGES	25,593.00
PO2600126	SAN BERNARDINO CCD	13,000.00
PO2600127	HOUSTON, STEPHANIE	5,000.00
PO2600128	GONZALES, NATHAN	5,000.00
PO2600129	SAN BERNARDINO CCD	1,967.71
PO2600130	AGUILERA, CARLOS	5,000.00
PO2600134	R.I.S. ELECTRICAL CONTRACTORS INC	5,000.00
PO2600135	WEST COAST PIPING SERVICES INC	25,000.00
PO2600136	GUISADOS LA MORENITA	2,175.00
PO2600137	ALTAIR ENGINEERING INC	14,300.00
PO2600146	FLINN SCIENTIFIC INC	1,250.00
PO2600147	GOLF CARS OF RIVERSIDE	500.00
PO2600148	ESPINOZA MARKET	50.00
PO2600149	SAN BERNARDINO CCD	1,967.71
PO2600150	FEDERAL EXPRESS	200.00
PO2600151	GRAYBAR ELECTRIC CO INC	2,000.00
PO2600157	VERIZON WIRELESS	1,920.48
PO2600159	ORANGE COUNTY SHERIFF DEPT	130.00
PO2600161	MONOPRICE INC	1,500.00

Purchase Order Report
August 14, 2025

PO#	Supplier Name	Amount
PO2600163	EASTERN EDUCATIONAL TELEVISION NETWORK INC	14,390.00
PO2600164	SCP DISTRIBUTORS LLC	20,000.00
PO2600165	SAN BERNARDINO, COUNTY OF	546.00
PO2600166	RODRIGUEZ, DIANA Z	1,000.00
PO2600167	REDLANDS, CITY OF	170,000.00
PO2600168	YUCAIPA VALLEY WATER DISTRICT	100,000.00
PO2600169	FRONTIER COMMUNICATIONS	37,834.00
PO2600170	ELLIOTTS PET EMPORIUM	800.00
PO2600171	CALIFORNIA COMMUNITY COLLEGE ATHLETIC ASSOCIATION	9,575.00
PO2600172	BLANNON, ASHARI	2,250.00
PO2600173	JASSO, EDWARD	2,250.00
PO2600175	ALEJANDRES, FERNANDO	2,250.00
PO2600176	GARCIA, JACOB	2,250.00
PO2600181	SWAY MEDICAL INC	336.70
PO2600182	5CTCA	210.00
PO2600183	CINTAS CORPORATION NO. 2	2,150.00
PO2600184	PANERA LLC	365.00
PO2600185	FAUST HARRISON PIANOS	32,423.79
PO2600186	GRAINGER INC	5,000.00
PO2600187	CHEM-PAK	13,000.00
PO2600188	FISHER SCIENTIFIC COMPANY LLC	13,137.46
PO2600189	ULINE INC	2,229.34
PO2600190	ASTRAGLASS INNOVATIONS INC	1,121.15
PO2600191	PRECISION BALANCE SPECIALIST	4,647.98
PO2600192	FISHER SCIENTIFIC COMPANY LLC	128.79
PO2600193	BEDOYA, MICHAEL	200.00
PO2600194	KETCHERSIDE, KAILYN	200.00
PO2600195	MANTALVO, KEVIN	2,250.00
PO2600196	3M COMPANY	10,820.00
PO2600197	FRANKS, LONNIE	2,250.00
PO2600198	RUELAS, MANUEL	2,250.00
PO2600199	KALDAS, MARIO	2,250.00
PO2600200	GARCIA, MARK	2,250.00
PO2600201	CASTRUITA, MONICA	2,250.00
PO2600203	SALGADO, RAYMOND	2,250.00
PO2600204	FEDERAL EXPRESS	11,000.00
PO2600206	CLARKSON, RAYMOND	2,250.00
PO2600207	SAGASTA, RAYMOND	2,250.00
PO2600208	STEWART, THURSTON	2,250.00
PO2600209	MADRIGAL, WALTER	2,250.00
PO2600210	SOUTHERN CALIFORNIA EDISON CO	7,000.00
PO2600211	SOUTHERN CALIFORNIA GAS CO	600.00
PO2600222	CINTAS CORPORATION NO. 2	2,000.00
PO2600224	CLEMENTS, CODY	200.00
PO2600225	WAXIE SANITARY SUPPLY	119,000.00

Purchase Order Report
August 14, 2025

PO#	Supplier Name	Amount
PO2600226	MARTINEZ, JACKLINE	1,000.00
PO2600227	GARCIA, DAWN	1,000.00
PO2600228	DIJKSTRA, BENJAMIN	1,000.00
PO2600229	GIBSON, SHAWNA	1,000.00
PO2600230	ESPINOZA, CHRISTIAN	500.00
PO2600231	GARCIA, JAZMYN	500.00
PO2600232	SAN BERNARDINO CCD	652.50
PO2600233	CROSS MEDIA CORPORATION	22,000.00
PO2600236	INLAND LIGHTING SUPPLIES	3,000.00
PO2600238	SOUTHERN CALIFORNIA GAS CO	227,250.00
PO2600239	GREATER PUBLIC SERVICES LLC	4,160.00
PO2600240	MPG CONSTRUCTION LLC	3,420.00
PO2600241	COLTON, CITY OF	42,000.00
PO2600243	FEDERAL EXPRESS	5,000.00
PO2600244	NV5 WEST INC	18,835.00
PO2600245	SOUTH COAST WATER	330.00
PO2600246	STITCHMANIA	103.86
PO2600248	NATIONAL ASSOCIATION OF STUDENT FINANCIAL AID ADMINISTRATORS	5,412.00
PO2600249	KELLY SPICERS INC	50,000.00
PO2600251	GARRISON, DAVID	2,250.00
PO2600252	ASSOCIATION OF CA COMM COLLEGE ELIGIBILITY SPECIALISTS	150.00
PO2600253	CHITTENDEN, HEATHER	500.00
PO2600254	INLAND EMPIRE ATHLETIC CONFERENCE	9,570.24
PO2600256	CINTAS CORPORATION NO. 2	5,000.00
PO2600257	CINTAS CORPORATION NO. 2	8,000.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Resignations

RECOMMENDATION

This item is for information only. No action necessary.

OVERVIEW

In accordance with Board Policies 2430 and 7350 the Chancellor or designee is authorized by the Board of Trustees to accept the resignation of any employee.

ANALYSIS

The employees on the attached list tendered their resignation to the District.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

Resignations

Presented for Information August 14, 2025

[v.7.29.2025.p.2|2]

Employee Name	Location Assignment & Department	Years of Service	Last Date of Employment
Carl, Jenifer Custodian	SBVC Facilities	2	7/23/25
Homier, Samantha Research Analyst	SBVC Research & Planning	3	07/15/25
Wu, Vinnie Research Analyst	SBVC Research & Planning	3	08/07/25

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Dr. Kevin Horan, President, CHC
Dr. Gilbert Contreras, President, SBVC
Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: August 14, 2025

SUBJECT: Volunteers

RECOMMENDATION

This item is for information only. No action necessary.

OVERVIEW

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

ANALYSIS

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

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

Volunteers

Presented for Information August 14, 2025

[v.7.23.2025.p.2|2]

	Location Assignment	Department	From	To
Alvarez, Richard Robert	DSO	KVCR	7/1/2025*	06/30/26
Ballew, Chelsea	SBVC	Athletics	8/15/2025	06/30/26
Batancourt, Javier	SBVC	Athletics	8/15/2025	06/30/26
Cruz, Bonnie	SBVC	CalWORKs	8/15/2025	12/31/25
Destreich, Marshall	SBVC	Athletics	8/15/2025	06/30/26
Gonzales, Joseph	SBVC	Athletics	8/15/2025	06/30/26
Henry, Kristen	CHC	Counseling	6/13/2025*	06/31/25
Henry, Kristen	CHC	Counseling	7/1/2025*	06/30/26
Junio, Jim	DSO	KVCR	7/1/2025*	06/30/26
Leyvas, Mike	SBVC	Athletics	8/15/2025	06/30/26
Pawlowicz, Aden	SBVC	Athletics	8/15/2025	06/30/26
Rainey-Ruiz, Adam	DSO	KVCR	6/18/2025*	06/30/25
Rainey-Ruiz, Adam	DSO	KVCR	7/1/2025*	12/31/25
Thomas, Shyneese	SBVC	Athletics	8/15/2025	06/30/26
Torres, Richard	SBVC	Athletics	8/15/2025	06/30/26
Yavorn, John	DSO	KVCR	7/1/2025*	06/30/26
Zukowski, Christine	DSO	KVCR	7/1/2025*	06/30/26

**Ratification: Paperwork for these volunteers was submitted after the prior Board deadlines.*

August 2025

CRAFTON HILLS COLLEGE

BOARD OF TRUSTEES REPORT

Crafton Hills College Earns Top UC Transfer Ranking in Region for Third Straight Year

For the third year in a row, Crafton Hills College (CHC) has been recognized as the top community college in Region 9 for University of California transfer admission rates. According to the UC Information Center, CHC's 2024–25 transfer admission rate rose to 78.99%, up from 73.68% last year.

Black and African American students achieved a 100% admission rate, and Latinx students 81.03%, reflecting the college's strong commitment to equity and closing opportunity gaps.

"This ranking is the result of intentional, equity-minded work," said CHC President Dr. Kevin Horan. "When we align our efforts, our students reach new heights."

Leaders credited the success to student-centered support, equity-focused initiatives, and strong collaboration across campus, particularly through the University Transfer Center and counseling teams.

Looking ahead, CHC plans to expand these efforts even further, ensuring every student has access to the guidance, resources, and opportunities needed to achieve their transfer and career goals.

This recognition highlights Crafton Hills College as a model for other institutions, demonstrating how a strong commitment to equity, collaboration, and student success can change lives and strengthen communities.

Photo: CHC graduate, Zamard Baraki, transferring to UCLA.

Fire Academy 112: Crafton Hills College Celebrates 33 Graduates

Crafton Hills College honored 33 graduates of its 112th Fire Academy on May 22 in the Finkelstein Performing Arts Center. This spring's class included former Marines, world travelers, and even a sponsored skateboarder, all celebrated for completing the rigorous 18-week program.

Four awards were presented:

- **MT 241 Scholarship:** Ferdinand Torres
- **Highest Academic Achievement:** Rylan Burnett
- **Most Inspirational Cadet:** Paul Viramontes
- **Instructors' Award:** Jose Villa, who also delivered the class address

Villa praised his classmates' perseverance, saying the program taught them to be problem-solvers, leaders, and "better, well-rounded men." Academy Chief Ryan Harold closed the ceremony by reminding graduates that while the skills learned at Crafton are essential, "the true essence of being a firefighter is rooted in the heart… courage, compassion, and strength. You are prepared, and you won't face these challenges alone."

Photo: Fire Academy graduates.

Crafton Hills College Graduates Largest EMT Class

CHC celebrated its largest-ever Emergency Medical Technician class on May 27, honoring 155 graduates in back-to-back ceremonies.

"This number of graduates is double what we had last semester," said Interim Associate Dean of Public Safety Amanda Ward, who credited the support of family and friends for helping students reach this milestone.

The event also marked the final graduation held in the current PAC before the opening of a new performing arts center this summer.

Vice President of Instruction Keith Wurtz praised the Class of 2025 for their resilience, professionalism, and commitment to serving others, adding, "These graduates are ready to face the unexpected and make a difference in every life they touch."

Many graduates plan to continue their education at Crafton, while others are stepping directly into EMT roles—bringing their skills and compassion to communities throughout the region.

The record-breaking class underscores Crafton Hills College's role as a leader in emergency medical training, preparing students to meet growing workforce demands and strengthen emergency response across Southern California.

Photo: EMT graduates.

Celebrating Creativity: Sand Canyon Review Preview Party Unites Community

On May 15, the Roadrunner Café at Crafton Hills College came alive for the Sand Canyon Review Preview Party, a celebration of the college's annual literary magazine. Organized by students in Introductory Literary Magazine Production with faculty advisor Professor Lauren Bond, the event brought together students, faculty, contributors, and community members for an evening of art, writing, and connection.

Guests enjoyed interactive displays, bookmarks and stickers designed by students, coloring pages based on published artwork, and a slideshow of pieces from the 2025 issue—all while sampling pizza, lasagna, and cookies.

Highlights included a photography exhibit by Alexis Scullin, original music from students Gianna Lopez and Sunny Gunn (accessible via QR codes in the magazine), and a special recognition of the Jack L. Hill Lifelong Learning Literacy Center, whose learners contributed poetry and stories. Featured authors Katy Garcia and Alexia Clark also mingled with attendees to discuss their creative process.

The evening concluded with heartfelt thanks from students, who reflected on the joy of seeing their collaborative work come to life.

The Preview Party not only launched the new issue of The Sand Canyon Review but also rekindled Crafton's creative community, demonstrating how art and literature continue to inspire connection and growth.

Photo: Sand Canyon Review contributors.

Crafton Hills College Representatives Honored at 2024 California EMS Awards

Six Crafton Hills College representatives were recognized at the 2024 California EMS Awards Ceremony on June 4 for their outstanding contributions to emergency medical services. These honorees exemplify the highest standards of courage, dedication, and professionalism:

Chief Mike Smith – Distinguished Service Medal
Chief Mike Smith, a Crafton Hills College alumnus and Foundation Board member, has dedicated over 40 years to advancing EMS, from responding to the 9/11 disaster to advocating for legislative changes. He continues to support EMS education and students at Crafton Hills College.

River Casner – Medal of Valor
A recent graduate of Crafton Hills College's paramedic program, River Casner sustained severe burns while rescuing individuals from a burning vehicle. His bravery underscores the life-saving commitment of Crafton Hills College-trained professionals.

Roberta Valencia – Inter-Service EMS Recognition Medal
Roberta Valencia, a Colton Police Officer, heroically rescued a severely burned child from a house fire, personally transporting him to emergency care. Her actions highlight the strong connection between law enforcement and EMS. She is also married to a Crafton Hills College EMS instructor.

Nicole Castillo – EMS Cross
A graduate of Crafton Hills College's paramedic program, Nicole Castillo is a dedicated paramedic and EMS educator who has mentored numerous students. She continues to demonstrate exceptional leadership and resilience in the field, shaping future EMS professionals.

Sara Broncho-Morning – Meritorious Service Medal
A longtime educator at Crafton Hills College, Sara Broncho-Morning has been instrumental in training EMS professionals through the college's Mobile Intensive Care Nurse program. Her 30+ years of experience have significantly impacted EMS education and training in the region.

Brooklynne Cooper – Lifesaving Medal
A current Crafton Hills College student and participant in the Cal Fire Yucaipa work experience program, Brooklynne Cooper performed CPR and used an AED to revive a collapsed gym member while off duty. Her quick thinking and dedication to emergency response reflect the excellence of Crafton Hills College's EMS programs.

These honorees exemplify Crafton Hills College's commitment to preparing students for impactful careers in EMS.

Photo: Mike Smith receives distiguished service medal.

Honoring Excellence: A Night to Remember

On May 1, nearly 250 students, faculty, administrators, and family members gathered for the College Honors Institute's annual Recognition Reception. The event celebrated graduates who completed the Honors Program, as well as recipients of special awards and scholarships.

President Horan presented each graduate with a purple Honors stole, and recognized students earning the Honors Research Fellow Award and President's Volunteer Service Award. Scholarships were awarded to Lyilah Pina (Raymond Pryke Memorial), Sam Tuckett (Raymond Pryke Honors Achievement), and Zofia Owerkowicz (Daniel Bahner Memorial).

For the first time, the reception also included a Psi Beta induction ceremony for psychology students. A slideshow of the year's events highlighted the hard work and achievements of the program.

The evening was a milestone for graduates and a proud celebration of their academic excellence and perseverance.

Photo: CHC Honors students.

Faculty Spotlight: Dr. Sam Truong - Bringing Anatomy to Life

For many Crafton Hills College students, anatomy and physiology means one name: Dr. Sam Truong. Since 2010, he has taught everything from ANAT 101 to advanced cadaver dissection while serving as faculty chair of Physical and Biological Sciences.

Dr. Truong is known for making complex material approachable. "I want students to understand the human body, not just memorize it," he explains. "Once they see the connections, they can link it to patient care. Healthcare isn't just a job—it's about helping people during some of the hardest moments of their lives."

That perspective motivates his students and prepares them for competitive careers in nursing, radiology, and other health fields. Over the years, many have gone on to graduate programs and clinical roles, often staying in touch to share their successes.

Teaching wasn't always his plan. Originally an art major, he discovered a passion for working with students while serving as a teacher's aide. He later earned a B.S. in Biology from Cal State LA and a medical degree from Spartan Health Sciences University. After clinical work in Illinois, he returned to California and joined Crafton.

Since then, the anatomy program has grown from 12 to 19 course sections, introduced iPads for lab learning, and built a strong team of dedicated instructors. In addition to teaching, Dr. Truong advises the Health Science Club, mentoring students as they plan their next steps.

Outside of the classroom, he enjoys drawing, visiting art galleries, building websites, and watching ghost-hunting shows. For Dr. Truong, teaching is about more than anatomy—it's about giving students the confidence and foundation they need to succeed in healthcare and beyond.

Photo: Dr. Truong with students.

Crafton Hills College Nursing Services Program Honors Spring Graduates

Crafton Hills College celebrated 19 graduates of its Nursing Services Program on May 21 with a heartfelt ceremony in the Finkelstein Performing Arts Center.

Program director Karl Amparo praised the cohort for their "growth, grit, and commitment to serve others," noting the program's rigorous demands.

The evening included speeches by graduates Juliana Monarrez and Stephanie Clifton, remarks from faculty, and the awarding of certificates. Five students were recognized for outstanding achievements:

- **Clinical Leadership:** Stephanie Clifton
- **Exemplary Clinical Practice:** Juliana Monarrez
- **Clinical Excellence:** John Lacaser
- **Academic Excellence:** Angelica Vasquez
- **Most Improved Scholar:** Ana Morales

After the ceremony, family and friends joined the graduates for a lively celebration.

Crafton's Nursing Services Program prepares students for careers as certified nursing assistants, home health aides, and acute care nursing assistants through hands-on training and flexible class schedules.

Photo: CHC Nursing graduates.

EDCT

Economic Development & Corporate Training

Youth Probation Workshop

In April 2025, the Economic Development and Corporate Training (EDCT) Division of the San Bernardino Community College District (SBCCD) partnered with Youth Probation to launch the first-ever Youth Probation Woodshop Training Program. Many of the students had never held a hammer or measuring tape before, let alone worked as part of a team. The youngest participant in the cohort was just 11 years old.

This innovative program was developed to provide alternative pathways for justice-involved and at-risk youth to explore career options and gain hands-on exposure to the construction industry. Participants received foundational training in woodworking and were introduced to key construction skills such as framing, plumbing, electrical work, and drywall installation with a strong emphasis on safety and teamwork throughout the course.

As part of the program, each student designed and built a personal project, guiding it from initial concept and drawings through material selection and final construction. Participants were able to take their finished projects home as a lasting symbol of their skills and accomplishments.
Through a strong collaboration between EDCT and Probation, and with a clear focus on real-world skill building, this program empowers youth not only with the tools to explore meaningful careers in the construction trades, but also with a renewed mindset, helping them reimagine their potential and expand their future possibilities.

KVCR PUBLIC MEDIA

PBS npr FNX

August 2025

KVCR And The Community

FNX Red Carpet Gala and Concert- FNX hosted a Red-Carpet Gala on May 1st at Agua Caliente Casino to celebrate the official launch of the FNX App, marking a significant milestone for KVCR and the First Nations Experience (FNX) network. As the home of the nation's only 24/7 Native American and World Indigenous television channel, KVCR is proud to expand access to this one-of-a-kind programming through the new FNX App, making Indigenous stories, cultures, and voices more accessible than ever before.

Valley College Dreamers Resource Center hosts a "Know Your Rights" educational workshop & Screening at KVCR Studio- On April 30th, a collaborative community event was held in partnership with TODEC, the San Bernardino Community College District (SBCCD), and the Mexican Consulate. The event focused on empowering attendees through access to free legal screenings, DACA renewal assistance, citizenship information, legal consultations, and a variety of additional support services.

Palm Avenue Elementary School Tour May 28 - On May 28, KVCR hosted a tour for students from Palm Avenue Elementary Schoo. The visit provided students with a behind-the-scenes look at our broadcasting operations and an introduction to careers in media and communications. The tours support our ongoing effort to engage and inspire the next generation through educational outreach.

Your KVCR Newsroom

KVCR 91.9 FM Covering the Important Topics for our Region

One of KVCR reporters conducted an interview with a Levy engineer as part of her reporting project in collaboration with the California Newsroom. The piece focused on California's levees, with particular attention to a local levee in Jurupa Valley.

KVCR responded swiftly to a breaking news event involving a significant explosion at the American Reproductive Center's IVF facility in Palm Springs. Our news team immediately deployed a reporter to the scene to support NPR and ensure timely coverage for our local audience. In addition to filing a story for national newscasts, the reporter coordinated with NPR and the California Newsroom to arrange a live interview on NPR's Weekend Edition the following Sunday morning.

On Tuesday, June 3rd, the KVCR News Team hosted journalists from Black Voice News (BVN) and Inland Empire Community News (IECN) for a strategic meeting focused on collaboration. All three outlets—KVCR, BVN, and IECN—recently received grants through their partnership in the IE Journalism Innovation HUB + Fund. The meeting included a conversation on the impact of collaborative journalism, as participants explored strategies to share content and expand their audiences across platforms.

KVCR PUBLIC MEDIA

PBS npr FNX

August 2025

KVCR Financial Statement

Estimated Revenues & Expenditures For 12 Months Ended 6/30/2025

Revenues	
Contributions and Grants	1,549,048
Contracted Services	2,133,928
Underwriting	329,777
Rentals and Leases	591,374
Estimated Revenues*	1,728,000
Interest Revenue	31,769
Interfund Transfers In--SBCCD	1,398,895
Transfers In--PARS Endowment	1,300,000
Total Revenues	9,062,791
Expenditures	
Classified Salaries	2,613,318
Employee Benefits	1,159,171
Books and Supplies	29,836
Services and Operating Expenditures	5,517,349
Sponshorships	5,500
Capital Outlay	8,956
Interfund Transfers Out-SBCCD	-
Total Expenditures	9,334,130
Revenues Less Expenditures	(271,339)

100 YEARS OF EXCELLENCE

August 2025

PRESIDENT'S BOARD OF TRUSTEES REPORT

The President's Monthly Report to the Board of Trustees, Campus, and Community

Summerfest Kicks Off SBVC's Centennial

San Bernardino Valley College launched its centennial year with a sparkling SummerFest on July 5, complete with fireworks, music from the San Bernardino Symphony, and family-oriented activities.

This year's celebration featured new attractions, including a Ferris wheel and an expanded kids 'zone, along with crowd favorites like food trucks and live entertainment.

The event culminated in a symphonic concert and fireworks show at SBVC's stadium, themed "America the Beautiful: Dancing to the 80s." The symphony played a mix of '80s hits and patriotic classics, ending the evening with fireworks set to Tchaikovsky's 1812 Overture.

SBVC Jams for Juneteenth

Community members enjoyed food, music, and educational workshops at San Bernardino Valley College's Juneteenth Jam on June 18, welcomed to campus by VPSS Yvonne Gutierrez-Sandoval.

Hosted by Umoja, the Black Faculty and Staff Association, and the San Bernardino Community College District, the event included a special screening of the hit new movie Sinners; workshops from SBVC's IT department about the role of AI in higher education and Umoja on the significance of Juneteenth; live tunes from Higher Music & Media; and a meet and greet with SBVC mascot Blue on the Greek Theater lawn.

"We are proud to mark this historic moment in our nation's history with an annual campus celebration for the community," said SBVC President Gilbert Contreras. "It is a time to reflect on the legacy of resilience and resistance and to stand together in recognition of the progress made and the work that still remains."

Celebrating 100 Years: SBVC Debuts Centennial Hub and Campaign

San Bernardino Valley College has officially launched its centennial branding and web portal at valleycollege.edu/100, marking the start of a historic yearlong celebration. The portal showcases the college's 100-year legacy of education and service, featuring "100 Events for 100 Years," a centennial podcast series and documentary coming in the spring, and a growing archive of campus snapshots that highlight the spirit of the centennial experience.

The site will continue to evolve throughout the 2025-2026 academic year, reflecting both the proud history and forward momentum of SBVC. The centennial branding includes commemorative visuals, merchandise, and storytelling designed to engage students, alumni, and the broader community in honoring a century of transformation and impact.

SBVC Partners with VARP to Expand Access to Higher Education for Justice-Impacted Individuals

San Bernardino Valley College (SBVC) has launched a transformative partnership with VARP, Inc. (Veterans Alcoholic Rehabilitation Program), a leading nonprofit provider of substance abuse recovery services, to expand college access for individuals impacted by the justice system.

Through this collaboration, SBVC's Rising Scholars program is working hand-in-hand with VARP to support prospective students with academic advising, enrollment assistance, and pathways into high-demand programs such as aviation, welding, and HVAC. The partnership creates a powerful bridge to opportunity for individuals navigating recovery and reentry.

"I am excited to see this partnership develop further as we continue to open doors and create pathways for every learner," said SBVC President Dr. Gilbert Contreras. "Together with VARP, we are opening doors, removing barriers, meeting people where they are and helping them rise."

The SBVC/VARP partnership features:

- Quarterly visits by SBVC representatives to VARP's facilities to meet directly with participants and share the message that college is within reach.
- Bimonthly campus tours for VARP consumers, giving prospective students an immersive look at academic programs, student services, and campus life.
- On-site presentations by SBVC staff at VARP's Gibson House facilities every two months, beginning in July.
- Training for VARP Discharge Counselors on key college application and enrollment processes, including the CCCApply application and FAFSA/Dream Act submissions.

On June 26, SBVC welcomed a cohort of prospective VARP students for its inaugural campus tour, where participants explored programs of interest and received college swag and refreshments.
Many of VARP's staff and alumni are proud SBVC graduates.

New 'Coffee with the PEC' Series Promotes Campus Connection

Throughout the summer, President Contreras hosted a series of Coffee with the President's Executive Cabinet conversations, bringing together faculty, staff, and managers for informal discussions over coffee and light refreshments. These gatherings provided an open forum for colleagues to share concerns, offer feedback, and hear updates on key college initiatives.

Topics included fostering a deeper sense of community and belonging, enhancing campus safety protocols, and addressing recent concerns around ICE activity in the region. Attendees also discussed ideas for improving internal communication, strengthening student support systems, and celebrating the college's upcoming centennial. The summer series concluded with a sense of shared purpose and renewed momentum as the campus prepares for an historic 2025–2026 academic year.

From Cap and Gown to 'I Do'

On May 23, Mitzu and Michael Esther walked across the stage at San Bernardino Valley College's Commencement to receive their degrees. Then, just a few hours later, they stood together once more and got married. It was a day filled with celebration, joy, and the love of the five children who were their motivation on every step of the journey.

Mitzu and Michael met in 2010 while working at Arrowhead Regional Medical Center, and their friendship grew into something more in 2018. Along the way, they made a decision that would change everything: they committed to going back to school and finishing what they had started years before.

"We were talking one day about our goals," Mitzu said. "We had both taken classes here and there, but we knew if we were going to build a better life, especially for our daughters, we had to go back and finish."

They made it work however they could. While one was working, the other was studying. Homework happened during nap time, in the car, or whenever they could grab a few minutes. Mitzu studied psychology and liberal arts, while Michael focused on administration of justice, history and philosophy. Their majors were different, but their reason was the same: they wanted something better for their family.

Once they received their graduation clearance earlier this year, "it just hit us," Mitzu said, and they decided to get married the same day as commencement. Their children, ranging in age from two to 19, witnessed both milestones." Our biggest goal is to leave something meaningful for our kids," Michael said. "What better example than to show them what it looks like to not give up."

100 Centennial Events

AUG 02	**SBVC Pilot Program Open House**	Saturday, August 2 **3-4pm**
AUG 21	**Den2Den Housing Pathways Kickoff**	Thursday, August 21 **12-1pm**
AUG 22	**Centennial Opening Ceremony**	Friday, August 22 **8-9am**
AUG 22	**Valleyball Home Opener**	Friday, August 2 **5-6pm**
AUG 30	**Alumni Classic Home Football Game**	Saturday, August 30 **6-7pm**