San Bernardino Community College District
Board Meeting
June 11, 2020
4:00 pm-6:00 pm Pacific Time

Governor Newsom issued Executive Order N-25-20 on March 12, 2020, and Executive Order N-29-20 on March 17, 2020. Portions of these orders relax parts of the Brown Act. In part, the orders allow elected officials to "attend" a meeting via teleconference WITHOUT having to admit members of the public into the location from which they are participating (N-25-20) and orders that "such a body need not make available any physical location from which members of the public may observe the meeting and offer public comment" (N-29-20).

Anyone wishing to participate may do so via the Zoom link which is listed above. The meetings are also recorded. Public comments must be submitted electronically by emailing snikac@sbccd.edu Submissions must be received prior to 2:00pm on the day of the meeting.

Submissions will be considered a public record under the Public Records Act, and are therefore subject to public disclosure. Submissions will be played continuously on the screen from 4:00-5:00pm and will be included in the minutes of the meeting.

In accordance with Board Policy 2350, persons may address the Board of Trustees either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board. Public comments will take place at the time designated at the meeting for public comment. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session. Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 388-6902 as far in advance of the Board meeting as possible.

AGENDA
Meeting of the Board of Trustees
June 11, 2020
4:00 p.m. (Closed Session); 5:00 p.m. (Public Meeting)

LOCATION: Zoom Conference:
https://cccconfer.zoom.us/j/549366869
Dial: (669) 900-6833 or (346) 248-7799 - Meeting ID: 549 366 869

I. CALL TO ORDER – PLEDGE OF ALLEGIANCE

II. ANNOUNCEMENT OF CLOSED SESSION ITEMS

A. Conference with Labor Negotiators
Government Code 54957.6
Agency Representatives: Jose F. Torres and Kristina Hannon – CSEA, CTA, Management/Supervisors, and Confidential Employees

B. Public Employee Discipline/Dismissal/Release/Non Re-Employment
Government Code 54957

C. Conference with Legal Counsel – Anticipated Litigation
Government Code 54956.9(d)(2)
(1 case)

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

E. Conference with Real Property Negotiator
Government Code 54956.8

Pro-Swap-Meet, San Bernardino, 22.79 Total Acres
Negotiating Parties: San Bernardino Community College District (Proposed Buyer), Real Property Negotiator: Jose Torres
Under Negotiation: Instruction to Proposed Buyer's Real Property Negotiators will concern price and terms of payment associated with the possible purchase of the identified Properties.

Real property located at 114 & 124 Del Rosa Drive, San Bernardino, CA 92408
Negotiating Parties: San Bernardino Community College District (Lessor), and Constance Schwindt, Atkinson, Andelson, Loya, Rudd & Romo (District Counsel); and California Preparatory College (CPC) (Potential Lessee)
Purpose: Instructions to negotiators will concern price and terms of payment for the lease of the identified Property.

III. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

Public comments must be submitted electronically by emailing snikac@sbccd.edu Submissions must be received prior to 2:00pm on the day of the meeting. Public comments will play continuously on the screen from 4:00-5:00pm.

IV. CONVENE CLOSED SESSION

V. RECONVENE PUBLIC MEETING

VI. REPORT OF ACTION IN CLOSED SESSION

VII. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

Public comments must be submitted electronically by emailing snikac@sbccd.edu Submissions must be received prior to 2:00pm on the day of the meeting. Public comments will play continuously on the screen from 4:00-5:00pm.

VIII. OATH OF OFFICE (p6)

Alex Ramos Huaman, CHC Student Trustee

Adrian Rios, SBVC Student Trustee

IX. REPORTS

A. Board Committee Reports (p7)
B. Chancellor's Report (p9)
C. Key Performance Indicators (p10)
D. San Bernardino Valley College Academic Senate
E. San Bernardino Valley College Classified Senate
F. San Bernardino Valley College Associated Students
G. Crafton Hills College Academic Senate
H. Crafton Hills College Classified Senate
I. Crafton Hills College Associated Students
J. CSEA
K. CTA
L. San Bernardino Valley College President
M. Crafton Hills College President

X. APPROVAL OF MINUTES

A. April 23, 2020 (p18)
B. May 14, 2020 (p20)

XI. CONSENT AGENDA

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

A. **Instruction/Student Services**
   1. Curriculum - CHC (p35)
   2. Curriculum - SBVC (p49)

B. **Human Resources**
   1. Adjunct and Substitute Academic Employees (p127)
   2. Temporary Academic Employees (p130)
   3. Non-Instructional Pay (p132)
   4. Payment of Stipends (p155)
   5. Classified Salary Schedule (p160)
   6. District Employees (p165)
   7. Reclassification of Employees (p167)
   8. Early Retirement Incentive (p169)
   9. Transfer in Lieu of Layoff (p171)
   10. Interim Managers (p172)
   11. Employment Contracts for Executive Managers (p174)
   12. Employment Contracts for Academic and Classified Managers (p176)
   13. Retreat Rights for Management Employee (p180)

C. **Business & Fiscal Services**
   1. 2020-21 Gann Limit (p181)
   2. Authorized Signature List for 2020-21 (p183)
   3. Award RFP 2020-04 and Contract to Sodick Corporation of Yorba Linda CA (p186)
   4. Contracts at or Above $95,200 (p187)
   5. District & College Expenditures (p189)
   6. District Bank Accounts (p191)
   7. Resolution #2020-06-11-FS01 Expenditure of Proposition 30 Education Protection Account Funds (p193)
   8. Resolutions and Signature Authorizations for State of California (p197)
   9. Surplus Property (p202)
   10. Vacation Payout (p204)

D. **Facilities**
   1. Amendment 03 to the Contract with Nineteen-Six Architects (p205)
   2. Name the SBVC Media-Communications Building (p206)
   3. Reappoint Members to the CBOC (p208)
   4. Resolution #2020-06-11-FPC01 Design-Build Delivery Method (p209)

XII. ACTION AGENDA

A. Board Handbook - First Reading (p213)

B. Board Policies - First Reading (p240)

C. Board Policies - Second and Final Reading (p330)
D. District Technology Strategic Plan - First Reading (p392)
E. Granting Student Trustees Authorization to Submit Board Agenda Items (p408)
F. Board Self-Evaluation Instrument and Process (p409)
G. Order of Election and Specifications of the Election Order (p420)
H. Resolution In Honor of George Floyd (p424)
I. Tentative Budget (p428)

XIII. INFORMATION ITEMS

A. Accreditation Timeline (p547)
B. Analysis of AB 705 Compliance, Implementation, Student Success, and Student Retention by Age (p549)
C. Applause Cards (p561)
D. Board Master Planning Action Calendar (p565)
E. Budget Report (p568)
F. CCFS-320 Apportionment Attendance Report for FY 2020 Period 2 (p571)
G. Chancellor Search Timeline (p572)
H. Clery Report (p577)
I. Construction Contracts Change Orders and Amendments Below $60,000 (p579)
J. Contracts Below $95,200 (p581)
K. General Fund Cash Flow Analysis (p591)
L. MOUs between SBCCD and the CTA (p593)
M. New Student Trustee Orientation (p597)
N. Professional Expert, Short-Term, and Substitute Employees (p598)
O. Purchase Orders (p616)
P. Quarterly Financial Status Report (p623)
Q. Resignations and Retirements (p628)
R. Volunteers (p631)

XIV. ADJOURN

The next meetings of the Board: Zoom Conference
https://cccconfer.zoom.us/j/549366869
Business Meeting - July 9, 2020 at 4pm

Supplemental Handouts (not part of the agenda)

Crafton Hills College Report to the Board (p633)
Economic Development and Corporate Training (EDCT) Report to the Board (p641)
KVCR Report to the Board (p643)
San Bernardino Valley College Report to the Board (p648)
TESS Report to the Board (p652)

OATH OF OFFICE

Alex Ramos Huaman, CHC Student Trustee

Adrian Rios, SBVC Student Trustee

I, **NAME**, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Stacey K. Nikac, Administrative Officer

DATE: June 11, 2020

SUBJECT: Board Committee Reports

RECOMMENDATION
This item is for information only.

OVERVIEW
Per Board Policy 2220, the Board may, by action, establish committees that it determines are necessary to assist the Board in its responsibilities. Any committee established by Board action shall comply with the requirements of the California Public Meetings Act (Brown Act) and with these policies regarding open meetings.

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

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

Standing committees of the Board can be found on the Board of Trustees page of the District Website http://www.sbccd.org/Board_of_Trustees

ANALYSIS
The purpose of the reports is for BOT Committee Chairs to communicate information to the full Board, leading to more engagement and interaction at upcoming board meetings. Updates are provided orally by the BOT Committee Chairs, as needed. The Board may ask staff to review a matter or may ask that a matter be put on a future agenda.

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

FINANCIAL IMPLICATIONS
No impact to the budget.

Committees of the Board

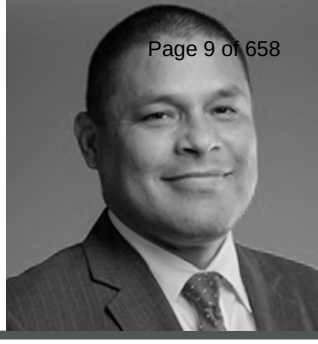
Subject to the Brown Act

BOT COMMITTEES (with committee charge)	2020 BOARD MEMBERS (chairs are bold)
Finance Committee The committee is charged with: • Increasing the efficiency of the Board of Trustees by performing time-consuming research on its behalf. • 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. • Increasing the efficiency of the Board of Trustees by performing time-consuming research on its behalf regarding the implementation and operation of bond measures.	**1. Gloria Harrison** 2. Donald Singer 3. Stephanie Houston
Legislative Committee The committee is charged with: • To develop and enhance relationships with legislators and legislative groups that represent the communities served by the district. • To advocate for legislative change that can positively impact SBCCD and its mission to serve students. • To examine proposed legislation and determine what legislation should be supported through Board resolutions.	**1. Frank Reyes** 2. Anne Viricel 3. John Longville

Chancellor's Report

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

June 2020 Edition



Crafton Hills College | San Bernardino Valley College | Empire KVCR

Dear SBCCD Family:

We are experiencing a very difficult time for our families and our communities, and we find ourselves with very challenging times ahead of us. This update is to ask for all of us to come together to overcome these difficult times.

We are experiencing a pandemic that has forced us to take measures never seen before. We will experience significant economic shortfalls, which will force us to make hard choices. If that is not enough, some people in our great nation continue to judge and treat people not by the content of the character, but by the color of their skin.

As I am writing this update, I am experiencing many feelings; I'm sad, I'm heartbroken, I'm angry, I'm concerned, I'm afraid, I'm optimistic, I'm confident, I'm thankful, but more than anything, I feel the love in our communities.

We are at a defining moment in our history. It has never been more important than now for all of us to come together. Together, we can beat this pandemic. Together, we can overcome this challenging economic downturn. And together, we will do the hard work necessary to treat each other as equally deserving of life, liberty, respect, dignity, justice, opportunity, and kindness.

I know that no matter what I say, I will never cover all the injustices many people, especially our Black brothers and sisters, have suffered. My intent with this update is not to be political. My intent is to tell you that you matter, that your life matters, that you are loved, and that you have a family here at our district.

As Martin Luther King Jr. said, "Darkness cannot drive out darkness; only light can do that. Hate cannot drive out hate; only love can do that." This is our district, this is our community, this is our nation, and this is our world. Let us come together now, let us continue working hard, and let us overcome this difficult time in our lives. We owe it to our children, we owe it to our students, and we owe it to ourselves.

Take care, be kind to others, and stay healthy,



Jose F. Torres, Interim Chancellor
San Bernardino Community College District

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose Torres, Interim Chancellor

REVIEWED BY: Jose Torres, Interim Chancellor

PREPARED BY: Jeremiah Gilbert, Executive Director, Research & Planning

DATE: June 11, 2020

SUBJECT: Key Performance Indicator (KPI) Dashboard Updates

RECOMMENDATION
This item is for information only. No action is required.

OVERVIEW
The attached data sheets provide updates to the KPIs that have been revised with 2018-19 data.

ANALYSIS
The KPI Dashboard has been revised and renumbered. The complete dashboard is included for reference. In addition, to provide the Board with a monthly update, the following KPIs have also been included. These contain 2018-19 data as 2019-20 data will not become available until November 2020.

- KPI I.E (Number of Students Who are Transfer Ready)
- KPI I.F (Course Success Rate)
- KPI II.A (Number of Full-Time Equivalent Students)
- KPI II.B (Number of Sections Fully Online)

INSTITUTIONAL VALUES
I. Institutional Effectiveness

FINANCIAL IMPLICATIONS
None.

Office of Research, Planning & Institutional Effectiveness
Key Performance Indicator (KPI) Dashboard

- 🟢 = Percent Increase since 2017-18 academic year
- 🟡 = Minimal or No Change since 2017-18 academic year (< ±1%)
- 🔴 = Percent Decrease since 2017-18 academic year

Key Performance Indicators			2017-18 Total	2018-19 Total	% Change Since 2017-18	
GOAL I	**Student Success:** Increase student success while preserving access, enhancing quality, and reducing attainment gaps associated with income, race, ethnicity, age, and gender.					
I.A	Percent of Students with a Student Education Plan (SEP)		83.96%	83.64%	**– 0.32%**	🟡
I.B	Fall to Spring Retention (i.e., Persistence)		69.81%	69.55%	**– 0.26%**	🟡
I.C	Number of Degrees and Certificates Awarded Each Year		2780	3231	**+ 16.22%**	🟢
I.D	Number of Students Completing Transfer-Level Math and English in 1 Year		248	256	**+ 3.23%**	🟢
I.E	Number of Students Who are Transfer Ready		2178	2187	**+ 0.41%**	🟡
I.F	Course Success Rate (i.e., Grade of A, B, C, or P)		69.13%	70.30%	**+ 1.17%**	🟢
GOAL II	**Enrollment and Access:** Increase our student population to improve the higher education participation rate and supply a well-equipped, educated workforce for our communities.					
II.A	Number of Full-Time Equivalent Students (FTES)		15,636	15,372	**– 1.69%**	🔴
II.B	Number of Sections Fully Online (Excluding Hybrids)		723	831	**+ 14.94%**	🟢
II.C	Number of Students Receiving a California Promise Grant		17,716	17,481	**– 1.33%**	🔴
II.D	Number of Students Receiving a Pell Grant		5916	6045	**+ 2.18%**	🟢
II.E	Licensure and Certification Pass Rates		89.24%	89.29%	**+ 0.05%**	🟡
II.F	Participation Rate in Service Area		62.78%	62.72%	**– 0.06%**	🟡
GOAL III	**District Operational Systems:** Improve the district systems to increase administrative and operational efficiency and effectiveness with an emphasis on student records, human resources, facilities, technology, financial systems, and other workflow operational systems.					
III.A	Reserves Above 10% as Set by Board		20%	20%	**Met**	🟢
III.B	50% Law Met		51.19%	50.36%	**Met**	🟢
III.C	Faculty Obligation Number (FON) Met	*Requirement*:	246.4	235.4	**Met**	🟢
		Actual:	250.0	256.5		

Office of Research, Planning & Institutional Effectiveness
Key Performance Indicator (KPI) Dashboard

Goal I – Student Success

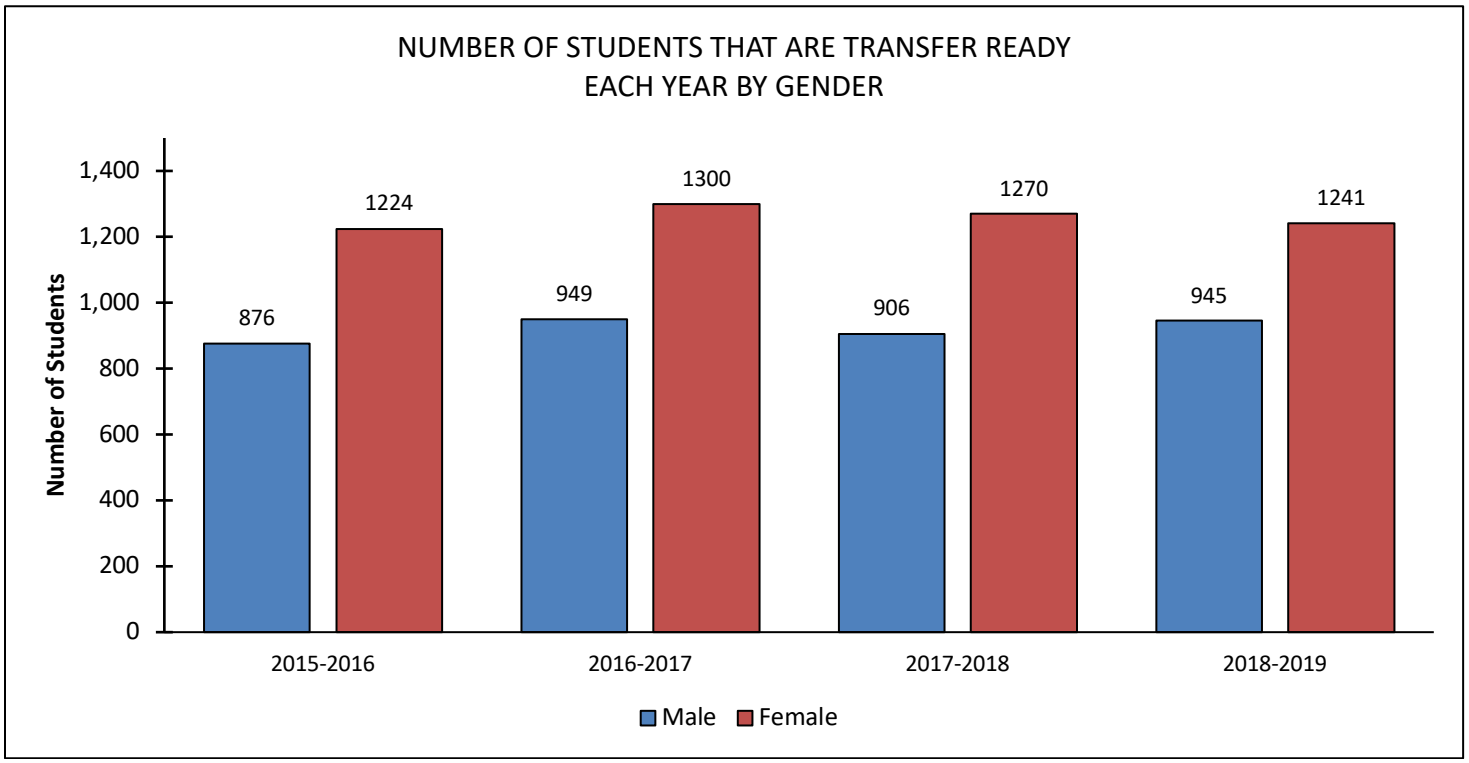
KPI I.E – Number of Students Who are Transfer Ready

Objective: Increase student success while preserving access, enhancing quality, and reducing attainment gaps associated with income, race, ethnicity, age, and gender.

Definition: The total number of students that have (1) successfully completed both transfer-level Math and English courses, (2) completed 60 or more transferable units, and (3) achieved an overall GPA of at least 2.0 using transferable units.

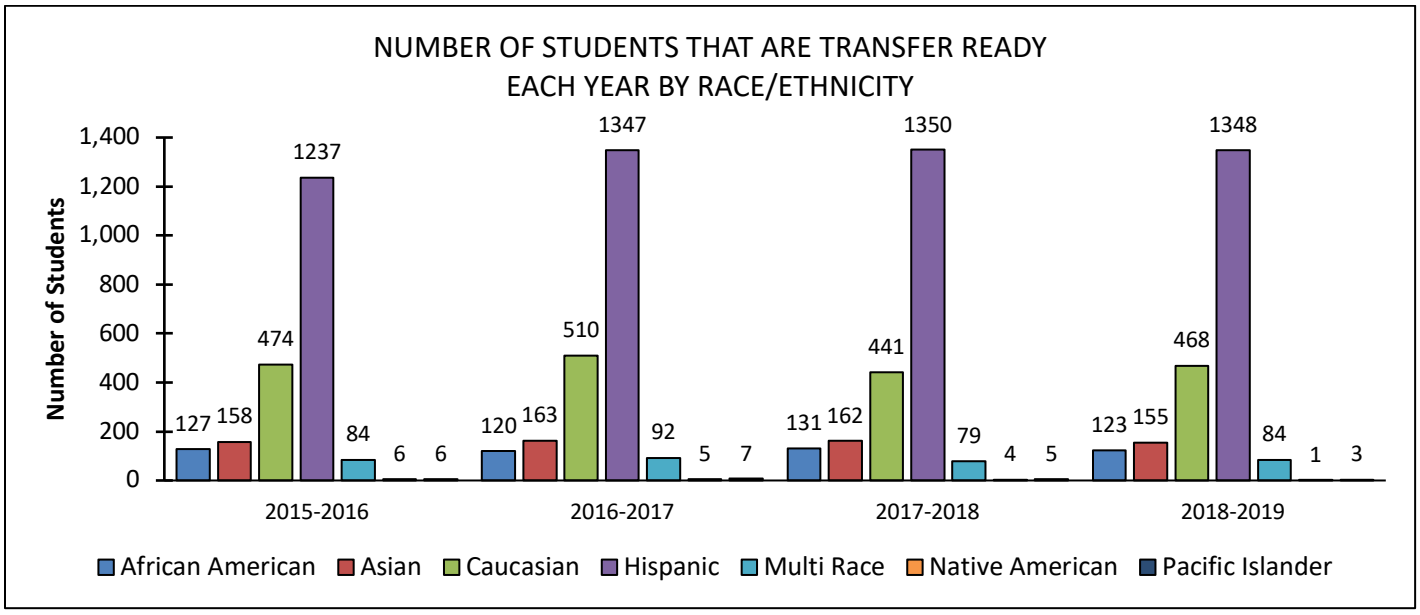
Measurement Frequency: Annual

KPI I.E: Number of students who are transfer ready	2015-2016	2016-2017	2017-2018	2018-2019
Crafton Hills College	834	872	787	859
San Bernardino Valley College	1440	1582	1585	1555
SBCCD (Unduplicated Count)	2101	2251	2178	2187

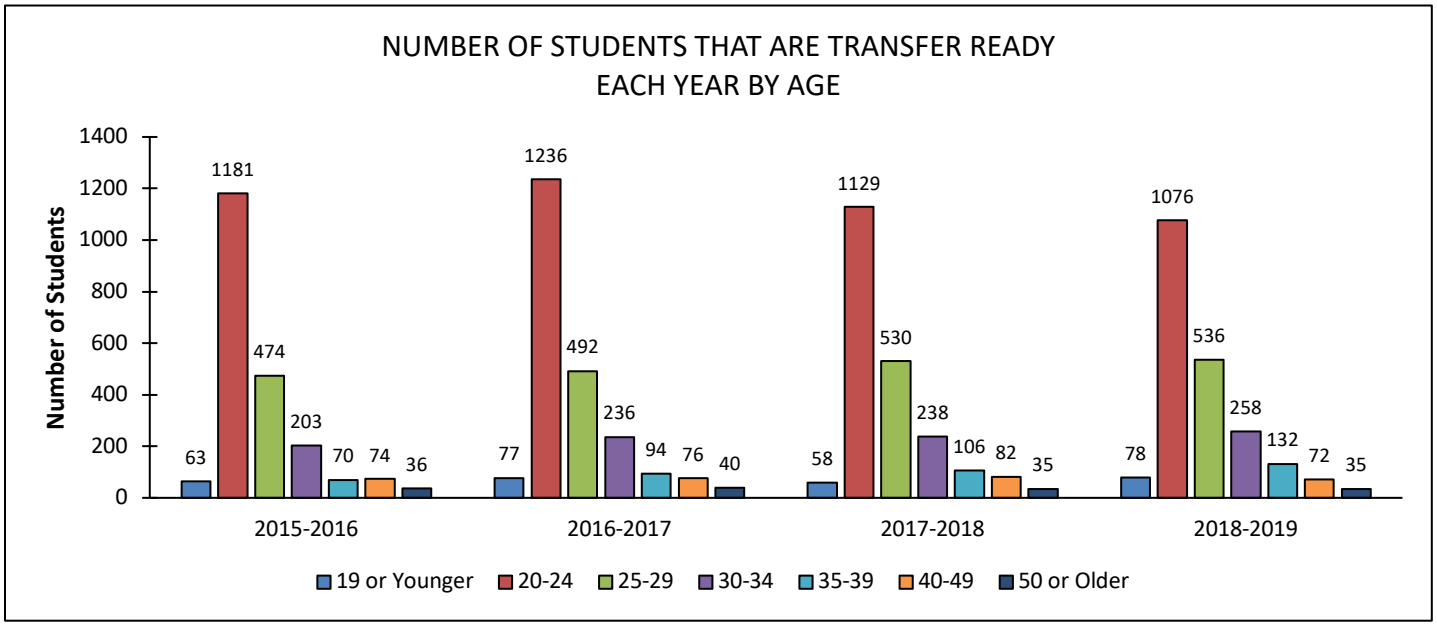


Analysis - Overall and by Gender: The number of students who were transfer ready increased by 4.1%, from 2101 in 2015-16 to 2187 in 2018-19, with a four-year average of 2179. On average, more females were transfer ready than males (four-year average of 1259 and 919, respectively). The number of females and males were transfer ready increased by 1.4% and 7.6%, respectively.

Office of Research, Planning & Institutional Effectiveness
Key Performance Indicator (KPI) Dashboard



Analysis: On average, over the same four-year period, Hispanics had the highest number of students who were transfer ready (1321 students per year). The number of Hispanics increased by 9.0% from 1237 in 2015-2016 to 1348 in 2018-2019. The next highest was Caucasians (473), followed by Asians (160), African Americans (125), Multi Race (86), Pacific Islanders (5), and Native Americans (4).



Analysis: On average, over this four-year period, the 20-24 age group had the highest number of students who were transfer ready (1156 per year). The next highest was the 25-29 age group (508), followed by the 30-34 age group (234), the 35-39 age group (101), the 40-49 age group (76), the 19 or younger age group (69), and the 50 or older age group (37).

Office of Research, Planning & Institutional Effectiveness
Key Performance Indicator (KPI) Dashboard

Goal I – Student Success

KPI I.F – Course Success Rate

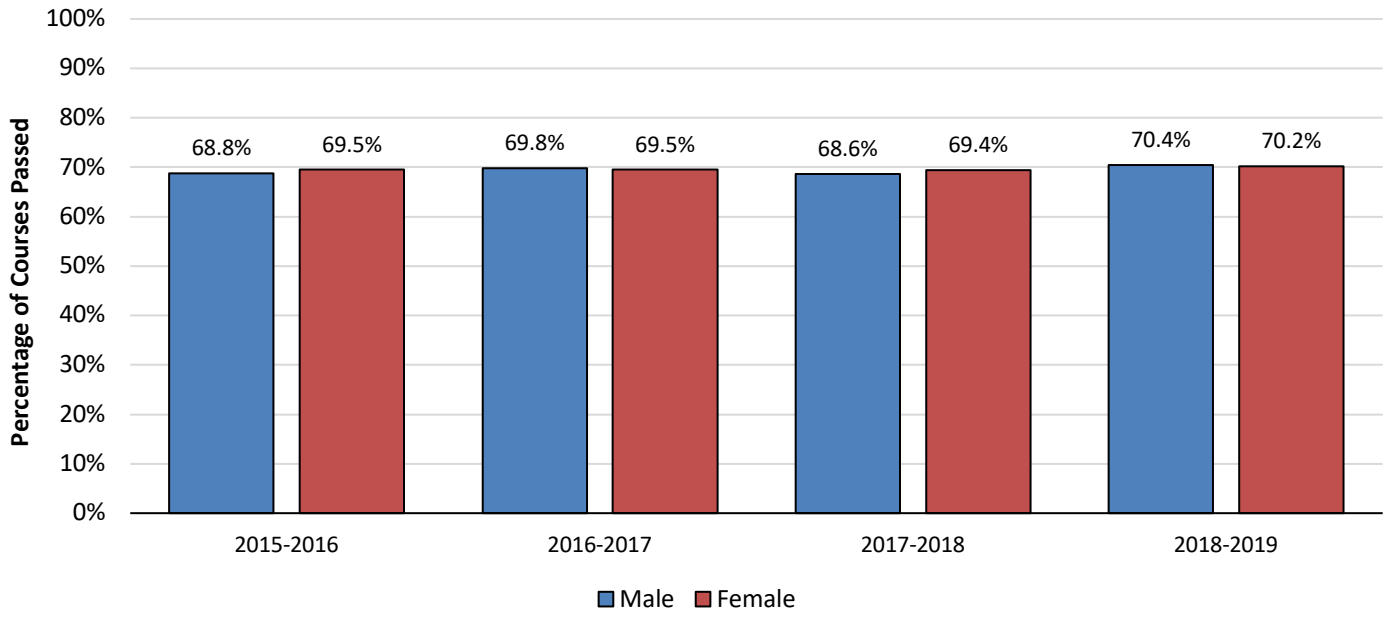
Objective: Increase student success while preserving access, enhancing quality, and reducing attainment gaps associated with income, race, ethnicity, age, and gender.

Definition: Course success rate is defined as the percent of students earning a passing grade (A, B, C, IA, IB, IC, or P) divided by the number of students earning any grade (A, B, C, D, F, FW, P, NP, I, or W) each academic year: summer, fall, and spring.

Measurement Frequency: Annual

KPI I.F: Course Success Rate	2015-2016 Total	2016-2017 Total	2017-2018 Total	2018-2019 Total
Crafton Hills College (CHC)	73.19%	72.77%	72.44%	73.93%
San Bernardino Valley College (SBVC)	67.34%	68.25%	67.63%	68.54%
SBCCD (Total)	69.20%	69.68%	69.13%	70.30%

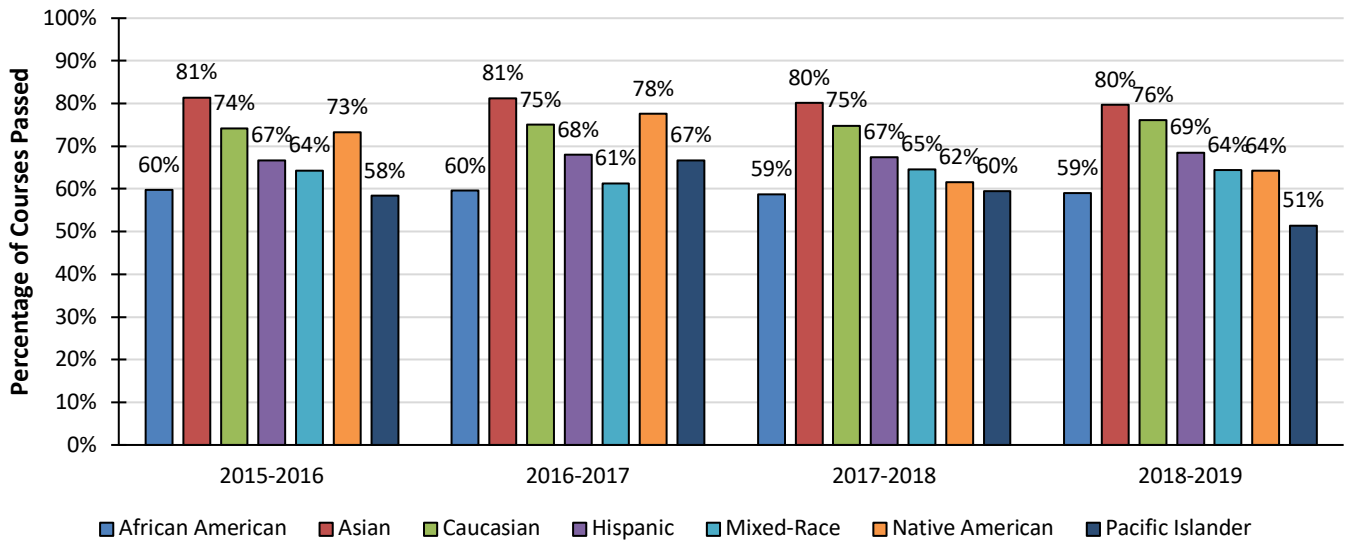
FIGURE 1: COURSE SUCCESS RATE BY GENDER



Analysis - Overall and by Gender: For both colleges, the overall course success rate has remained stable over the last four years (~70%). This is just below the state average of 72% for the same time period. Also, there is virtually no gender gap in course success rate (Males = 69.39% and Females = 69.66%).

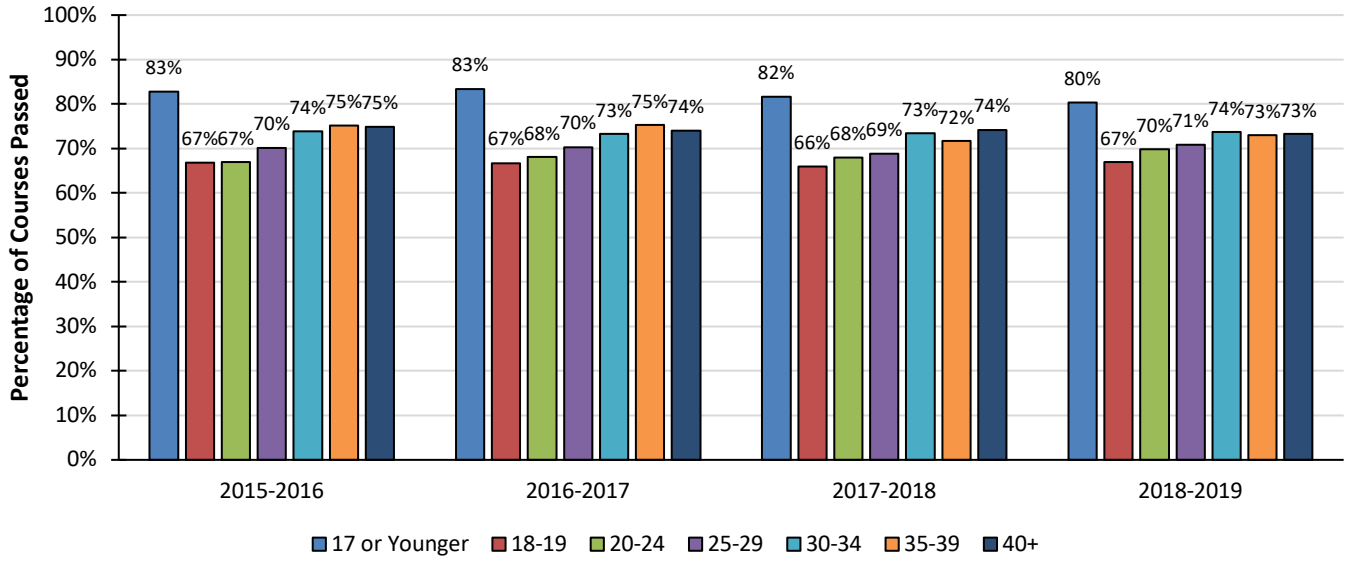
Office of Research, Planning & Institutional Effectiveness
Key Performance Indicator (KPI) Dashboard

FIGURE 2: COURSE SUCCESS RATE BY RACE



Analysis: On average, over this four-year period, Asian students had the highest course success rate (80.2%), followed by Caucasians (76.2%), Hispanics (68.2%), Native Americans (68.2%), Multiple Race (67.7%), Pacific Islanders (61.2%), and African Americans (60.1%).

FIGURE 3: COURSE SUCCESS RATE BY AGE



Analysis: On average, over this four-year period, the 17 or younger age group had the highest success rate (82%), followed by the 35-39, 30-34, and 40 or older age groups (73.7% and 73.5% and 74.1%, respectively). The lowest course success rate was seen in the 18-19 and the 20-24 age groups (66.5% and 68.2%, respectively).

Office of Research, Planning & Institutional Effectiveness
Key Performance Indicator (KPI) Dashboard

Goal II – Enrollment and Access

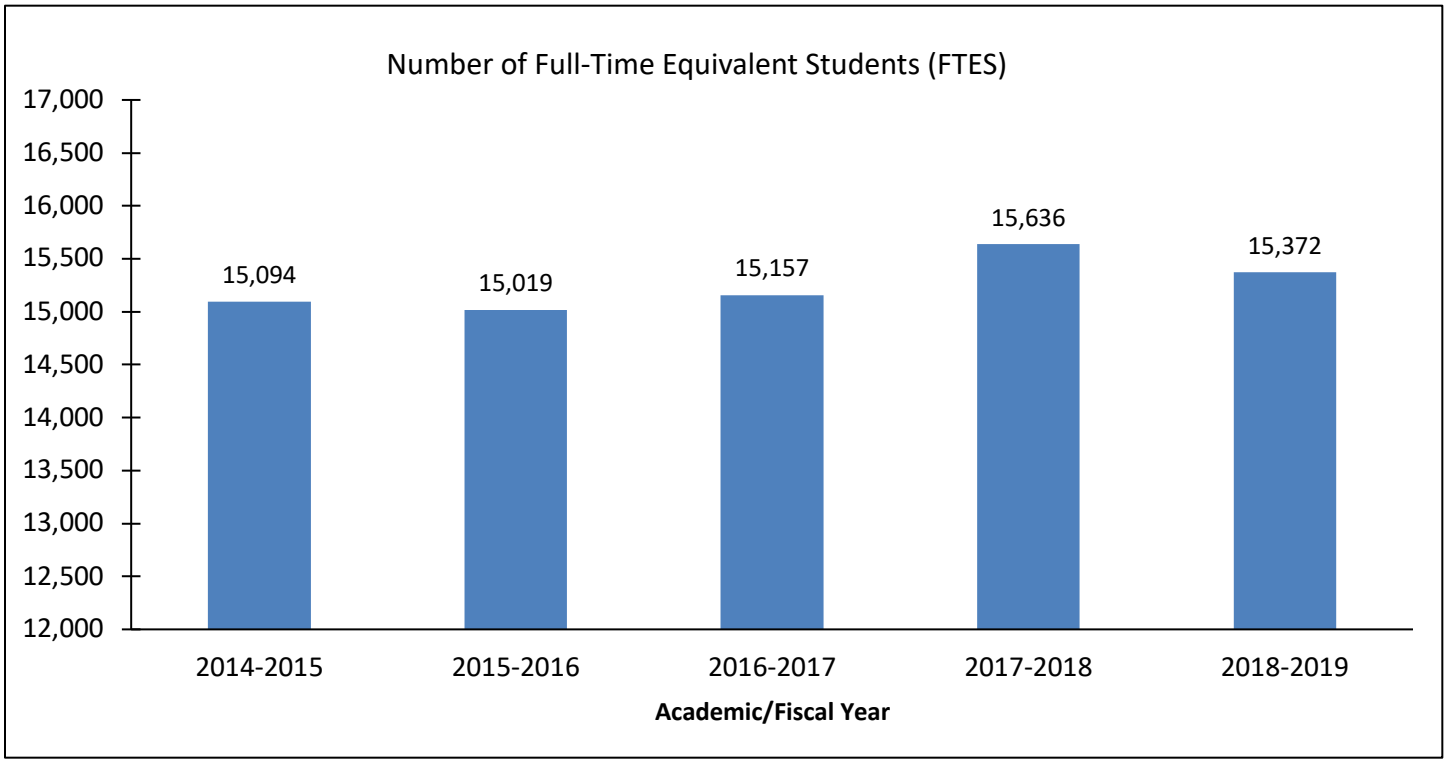
KPI II.A – Number of Full-Time Equivalent Students (FTES)

Objective: Increase our student population to improve the higher education participation rate and supply a well-equipped, educated workforce for our communities.

Definition: FTES stands for Full-Time Equivalent Student and is the equivalent of one student taking courses totaling 15 units each semester for two semesters.

Measurement Frequency: Annual

KPI II.A: Number of Full-Time Equivalent Students (FTES)	2014-2015 Total	2015-2016 Total	2016-2017 Total	2017-2018 Total	2018-2019 Total
Crafton Hills College (CHC)	4,720	4,614	4,566	4,590	4,898
San Bernardino Valley College (SBVC)	10,374	10,405	10,591	11,046	10,474
SBCCD (Total)	15,094	15,019	15,157	15,636	15,372



Analysis: The number of Full-Time Equivalent Students (FTES) has experienced a slight stable increase over this five-year period. There was a decrease of 264 FTES from the 2017-2018 academic year to the 2018-2019 academic year. However, there was a net increase of 278 (4.22%) FTES from the 2014-2015 academic year to the 2018-2019 academic year.

Office of Research, Planning & Institutional Effectiveness
Key Performance Indicator (KPI) Dashboard

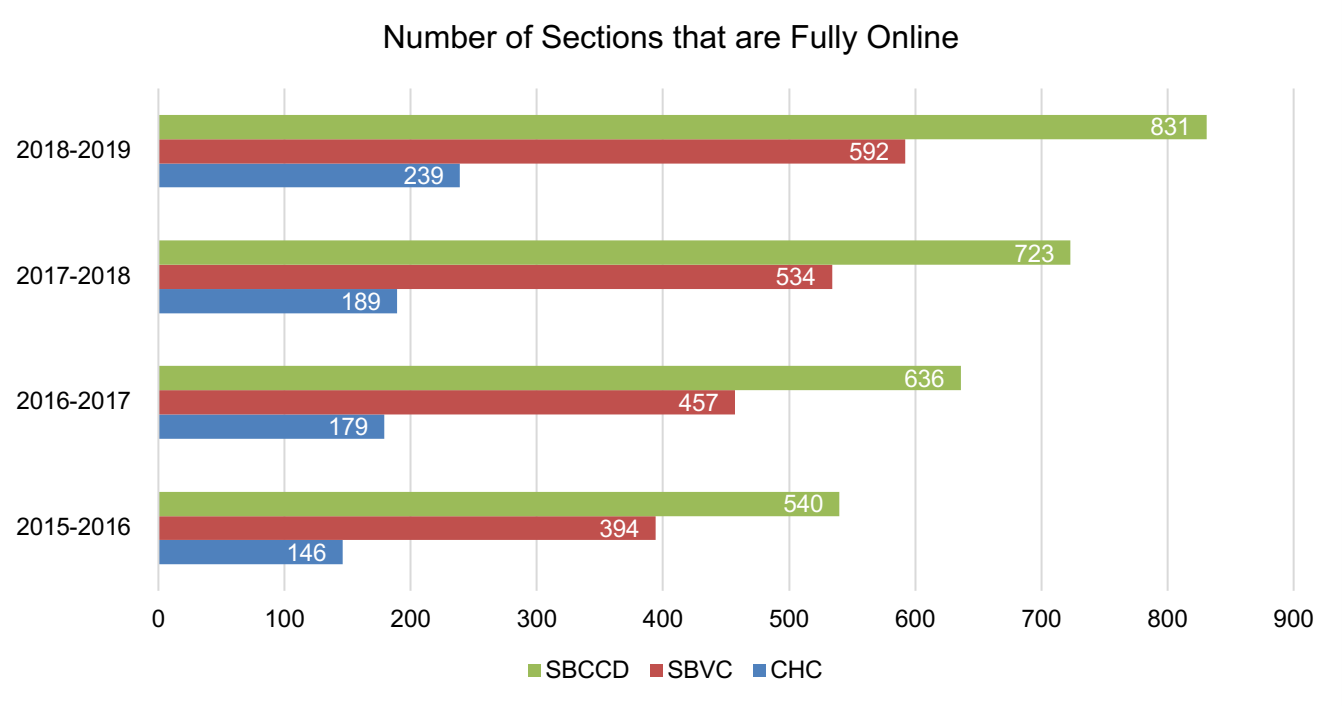
Goal II – Enrollment and Access
KPI II.B – Number of Sections Fully Online

Objective: Increase our student population to improve the higher education participation rate and supply a well-equipped, educated workforce for our communities.

Definition: Number of sections that are fully online is defined as the total number of sections that are offered fully online, excluding hybrid sections.

Measurement Frequency: Annual

KPI II.B: Number of Sections Fully Online	2015-2016	2016-2017	2017-2018	2018-2019
Crafton Hills College (CHC)	146	179	189	239
San Bernardino Valley College (SBVC)	394	457	534	592
SBCCD (District Total)	540	636	723	831



Analysis: The total number of fully online sections has been on the rise over this four-year period, with an average of 107 fully online sections added per academic year. The greatest increase of fully online sections occurred between 2017-2018 and 2018-2019 with the addition of 108 fully online sections, while the smallest increase occurred between 2016-2017 and 2017-2018 with the addition of 87 fully online sections. The percentage of fully online sections for the consecutive four years were 11.07%, 12.47%, 13.48%, and 15.05%.

Strategy Session of the Board of Trustees **MINUTES**
Promise
April 23, 2020 at 12:00 p.m.
LOCATION: Zoom Conference: https://cccconfer.zoom.us/j/549366869
Dial: (669) 900-6833 or (346) 248-7799 - **Meeting ID: 549 366 869**

MEMBERS PRESENT VIA TELECONFERENCE
Dr. Anne L. Viricel, Chair
Dr. Stephanie Houston, Vice Chair
Gloria Macías Harrison, Clerk
John Longville, Trustee
Frank Reyes, Trustee
Dr. Donald L. Singer, Trustee
Joseph Williams, Trustee

ABSENT
Maritza Mariscal-Medina, SBVC Student Trustee
Elijah Gerard, CHC Student Trustee

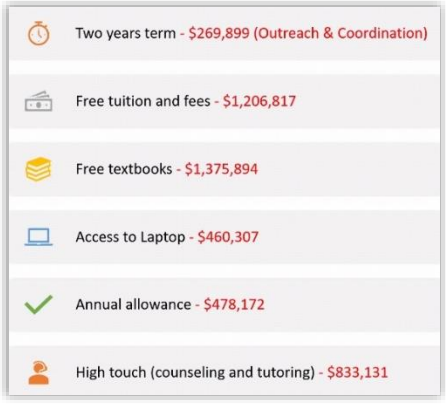
ADMINISTRATORS PRESENT
Jose Torres, Interim Chancellor
Diana Rodriguez, SBVC President
Dr. Kevin Horan, CHC President

ADMINISTRATORS ABSENT
None

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE
Board Chair Viricel called the meeting to order at 12:02pm. Trustee Singer led the pledge of allegiance.

2. PUBLIC COMMENTS
None.

3. PRESENTATION
3.1. Promise Update
Interim Chancellor Torres provided an overview of the Promise. The original plan was to have 1,000 students and a budget of $3.1 million from local and state funds. Currently we have 1,733 students and a budget of $4.6 million. The cost breakdown of the current design of the Promise was shared. With the exception of Outreach & Coordination, the costs are variable depending on the number of students.



For fall 2019, the overall course retention rate for Free College Promise Program (FCPP) was 93.36%, while Other First Time Students (OFTS) was 82.18%. The success rate for FCPP was 62.98% and OFTS was 45.11%. Transfer level math retention was 89.13% and OFTS was 76.49%. Success rate for FCPP was 40.96% and OFTS was 21.91%. Overall transfer level English had 91.51% FCPP and 76.56% OFTS retention rates. Success rates for transfer level English for FCPP was 62.31% and 34.77% OFTS.

To date for 2020-2021, we received 3,558 Promise applications. Deadline is April 24, 2020 for students to complete their registration actions. 1,486 of the 3,558 students have completed all steps for promise and registration actions. Under the current Promise design, if we accept all 3,558 students, the cost would be $8.6 million annually.

Summary of Promise budget

Fiscal Year	Budget (in Millions)	Number of Students	Cost per Student
2019-2020	$ 4.60	1,733	$ 2,654
2020-2021	$ 6.20	4,622	$ 1,341
2021-2022 (Budget Permitting)	$ 3.30	3,689	$ 895
2022-2023 and Forward (Budget Permitting)	$ 2.00	1,850	$ 1,081
Total for 4 Years	**$ 16.10**	**11,894**	**$ 1,354**

The consensus of the Board was to continue our Promise with the 1,733 students in the 1st cohort, accept up to 2,000 new Promise students (through the deadline), and scale back the Promise as shown for 1st and 2nd cohorts. The final numbers will be entered into the budget and brought to the Board for approval. Interim Chancellor recommended we do not make commitments for 2021-2022 Promise until the Board has an opportunity to review the budget and work through the uncertain times of the COVID-19 pandemic.

1st Cohort
- Two-Year Term
- Free Tuition and Fees
- Free Textbooks
- Free Chromebook
- Annual Allowance

2nd Cohort
- Two-Year Term
- Free Tuition and Fees
- Free Chromebook

4. ADJOURN

The next meetings of the Board: Zoom Conference https://cccconfer.zoom.us/j/549366869
Business Meeting, May 14, 2020 at 4pm
Chair Viricel adjourned the meeting at 2:23 pm.

_____
Gloria Macias Harrison, Clerk
SBCCD Board of Trustees

Meeting of the Board of Trustees **MINUTES**
May 14, 2020
4:00 p.m. (Closed Session); 5:00 p.m. (Public Meeting)
LOCATION: Zoom Conference: https://cccconfer.zoom.us/j/549366869
Dial: (669) 900-6833 or (346) 248-7799 - **Meeting ID: 549 366 869**

MEMBERS PRESENT VIA TELECONFERENCE
Dr. Anne L. Viricel, Chair
Dr. Stephanie Houston, Vice Chair (departed at 6:00pm)
Gloria Macías Harrison, Clerk
John Longville, Trustee
Frank Reyes, Trustee
Dr. Donald L. Singer, Trustee (departed at 8:27pm)
Joseph Williams, Trustee
Maritza Mariscal-Medina, SBVC Student Trustee (arrived at 5:05pm)
Elijah Gerard, CHC Student Trustee (arrived at 4:55pm)

ABSENT
None

ADMINISTRATORS PRESENT
Jose Torres, Interim Chancellor
Diana Rodriguez, SBVC President
Dr. Kevin Horan, CHC President

ADMINISTRATORS ABSENT
None

The following text was read and all votes were taken by roll call.
Governor Newsom issued Executive Order N-25-20 on March 12, 2020, and Executive Order N-29-20 on March 17, 2020. Portions of these orders relax parts of the Brown Act. In part, the orders allow elected officials to "attend" a meeting via teleconference WITHOUT having to admit members of the public into the location from which they are participating (N-25-20) and orders that "such a body need not make available any physical location from which members of the public may observe the meeting and offer public comment" (N-29-20).

Anyone wishing to participate may do so via the Zoom link which is listed above. The meetings are also recorded.

Public comments must be submitted electronically by emailing snikac@sbccd.edu Submissions must be received **prior to 2:00pm** on the day of the meeting.

- Submissions will be considered a public record under the Public Records Act, and are therefore subject to public disclosure.
- Submissions will be read aloud at the meeting and must comply with the five-minute time limit.
- Submissions must either address an item listed on the agenda, or be within the subject matter jurisdiction of the Board.

In accordance with Board Policy 2350, persons may speak to the Board of Trustees either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board. Public comments will take place at the time designated at the meeting for public comment. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session. Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 388-6902 as far in advance of the Board meeting as possible.

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Board Chair Viricel called the meeting to order at 4:00pm. Trustee Harrison led the pledge of allegiance.

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

2.1. Conference with Labor Negotiators
Government Code 54957.6
Agency Representatives: Jose F. Torres and Kristina Hannon – CSEA, CTA, Management/Supervisors, and Confidential Employees

2.2. Public Employee Discipline/Dismissal/Release/Non Re-Employment
Government Code 54957

2.3. Conference with Legal Counsel – Anticipated Litigation
Government Code 54956.9(d)(2)
(1 case)

2.4. Conference with Legal Counsel – Existing Litigation
Government Code 54956.9(e)(3) or (d)(1)
- Workers Comp Claim #576256
- Workers Comp Claim #565447

2.5. Conference with Real Property Negotiator
Government Code 54956.8
- Property:
  - Pro-Swap-Meet, San Bernardino, 22.79 Total Acres
    - Negotiating Parties: San Bernardino Community College District (Proposed Buyer), Real Property Negotiator: Jose Torres
    - Under Negotiation: Instruction to Proposed Buyer's Real Property Negotiators will concern price and terms of payment associated with the possible purchase of the identified Properties.
  - Real property located at 114 & 124 Del Rosa Drive, San Bernardino, CA 92408 (Property)
    - Negotiating Parties: San Bernardino Community College District (Lessor), and Constance Schwindt, Atkinson, Andelson, Loya, Rudd & Romo (District Counsel); and California Preparatory College (CPC) (Potential Lessee)
    - Purpose: Instructions to negotiators will concern price and terms of payment for the lease of the identified Property.

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None.

4. CONVENE CLOSED SESSION

Closed session convened at 4:05pm.

5. RECONVENE PUBLIC MEETING

Public meeting reconvened at 5:01pm.

6. REPORT OF ACTION IN CLOSED SESSION

- On May 14, 2020, the Board unanimously took action to approve settlement of Workers Comp Claim #576256 with employee #4018.
- On May 14, 2020, the Board unanimously took action to approve settlement of Workers Comp Claim #565447 with employee #8668.

7. PUBLIC COMMENTS ON AGENDA ITEMS

Agenda Item 11.10 Appointment of Interim Managers
Submitted by: Yendis Battle
Hello my name is Yendis Battle and I have been a loyal employee with the District for over 19 years. I was previously with KVCR as the Senior Accountant for almost 13 years but have transferred back to Fiscal Services.

On today's agenda is the hiring of the Interim Associate General Manager, Alfredo Cruz. Why would we rehire someone who already failed at the same position? I am reminded that insanity is repeating the same plan but expecting a different outcome. The outcome will not be different.

I previously spoke about the mismanagement of KVCR and with this appointment they are heading down the same path. Alfredo was the GM from October 2013 to February 2017.

Alfredo lacks the work ethic to lead the station. Someone who would work 2 days a week from 10am-1pm does not deserve to get paid $164k a year. He lacks the initiative to lead as he never made decisions, the managers who reported to him did. Just to point out his lack of leadership, when a prior manager was relieved of their duties, the consultant from CCS informed them, not the general manager.

In August 2014, the District hired a consulting company, CCS for $336K, to help fundraise for KVCR. No money was raised due to the ineffective leadership. The consultant was tasked with working on day to day operations and handling employee issues instead of raising money. A Development Director was hired in May 2016 to help with fundraising. However, that person had no knowledge of or experience with public media, and again, no money was raised. How can you lead your staff when you're not even in the office or available? The economy was doing great then and he could not balance the budget. Now we are in a financial crisis which will make fundraising for the station more difficult. He is not the manager to lead KVCR into the future.

As I stated before, Public Media is a small niche and yet since March 2012, the District can't seem to hire an experienced manager with any proven success in Public Media.

Once again this is your opportunity to make a change, and with this appointment this is not the change needed for KVCR to succeed. As a member of this community and prior financial supporter of KVCR, this appointment does not change my mind about supporting the station again.

Agenda Item 12.5 Resolution Supporting AB 2910
Submitted by: Orion N. Barber
I write today in solidarity with the Student Trustees of California. As we all know, the education of students is the sole purpose for which colleges and universities exist. It is the primary duty of a college's Board of Trustees to uphold the quality of education provided, and respond to significant issues as they arise. To that end, every issue ultimately boils down to improving the student experience.

That's the supreme beauty in having a student be a member of the Board of Trustees, the student member serves as a mouthpiece, amplifying the concerns of students to the highest power on campus. They alone can provide up to the minute perspective on the policies and procedures a college has and how they are implemented. Authentic student perspective is one of the most precious and valuable resources to a college administration when making decisions.

By virtue of being a Student Trustee in the State of New York, when elected to my position I was guaranteed the same rights and privileges as any other member of my board, as codified in NY Education Law §6306. This included full voting membership and automatic right to be present for any executive sessions of the board. Having a vote puts students on an equal footing with other board members, it inspires veritable pride in membership and confers responsibility as well. In my experience, my vote was not often significant, I wasn't a tie breaker but my opinion did give weight to contested matters, both in support of and in objection to. But if the opportunity should come where a board is split there is no doubt in my mind the student should have the right to break

the tie because fundamentally students are impacted. This can end up advantageous to the board when faced with criticism as the student is perceived as the one in control, just as in light of praise the board will be the focus.

Students aren't asking for control, we simply seek a meaningful seat at the table. New York has extended full voting membership to Student Trustees for decades and yet to face issue as a result of that fact. One vote isn't much to ask for, and when a position on the Board of Trustees is reserved for students it is a clear message to students, staff, faculty, administration, and the community alike: The student voice is meaningful and needed in continuing and improving the student experience. A seat on the board with full voting membership emblazons an institution's stance that shared governance is a necessity and the bare minimum students are owned. Therefore, I implore you, members of the Board of Trustees to vote in favor of enfranchising Student Trustees.

Agenda Item 12.5 Resolution Supporting AB 2910
Submitted by: Andrea Wittig
To the San Bernardino Community College District Board of Trustees,

On behalf of the Cerritos College Board of Trustees, I am writing to express support for Item 12.5 on today's agenda, a Resolution Supporting AB 2910.

Cerritos College wholeheartedly supports AB 2910 with modifications proposed by the Community College League of California. At its April 15 meeting, the Cerritos College Board of Trustees adopted a stance of support for AB 2910, recognizing and valuing the student voice across the state. It is my hope that the San Bernardino Community College District Board of Trustees also supports the statewide measure mandating each community college district to give the privilege to cast a student trustee advisory vote and the ability to make and second motions without further authorization of the governing board.

Agenda Item 12.5 Resolution Supporting AB 2910
Submitted by: Amine El Moznine
I'd first like to commend this Board for all the work it is obviously doing well. Time and again, I'm impressed by the intelligence and integrity of the student leaders I've met who have come from Crafton Hills College and San Bernardino Valley College. Elijah is one such student leader, and I'd like to commend him for taking the lead on such an important issue. Student trustee enfranchisement, the idea that student trustees ought to have a full vote, is not a new one. Resolutions were voted on and passed at the Student Senate's General Assembly as far back as 2005 to urge action on this front. This year, the SSCCC and a coalition of Student Trustees from across the state worked together to get AB 2910 (Weber) created. While dropped due to the COVID-19 epidemic and the legislature's limited bandwidth, this bill signals the amount of progress made on this front precisely due to the efforts of years of driven student leaders.

As we worked to get AB 2910 created, I faced many questions. Many of these were valid, and prompted reflection and refinement of the proposal. A few proved to be unfounded but ensured we did our due diligence. I'd like to note and respond to some of these concerns to ensure your board has an accurate picture as you vote on this resolution. One of the first questions we faced was around eligibility. Concerns around undocumented students and other populations being eligible surfaced frequently. Specifically for undocumented students, SB 225 by Sen. Maria Elena Durazo expands eligibility for state appointments to any California resident over the age of 18, thus allowing undocumented student leaders to serve. Furthermore, AB 2910 and other proposals would center on school definitions of student trustee eligibility, which usually look solely at whether the candidate is a student in the district. Student government is one of the best avenues for marginalized communities to get involved, and is much cheaper and more accessible than running for conventional office. Allowing for a full vote is actually an effective way to empower students, undocumented students among them.

Another concern that was frequently brought up is the idea of tied votes. I have two responses to this concern. The first is that research into several of the largest districts found that there are remarkably few votes where the outcome would be split by factoring in the student vote. The next, is that any proposal that can only pass by suppressing the student vote really should not pass. The discomfort of the students will still exist, it just won't be factored in during the vote. But their concerns can and will be heard through other avenues, meaning that passing resolutions over their concerns will only lead to issues in implementation down the line.

Another issue that was raised frequently is the idea of closed sessions. The current educational code allows boards to grant students access to closed sessions. A full vote can be provided without changing this portion of educational code, which would strike a happy medium between schools being able include students in important conversations without having to affect the privacy of certain topics that can be handled in closed sessions.

One of the most interesting issues we faced was the idea of election law. The concerns around student trustees giving students double the amounts of vote, or students or trustees living outside a district's boundaries, were also frequently raised. According to the Legislative Analyst's Office, the nonpartisan analyst for the state legislature, this issue isn't so clear cut. An appointment process, where students vote for a nominee that is confirmed by the board, or where the student government nominates someone for confirmation by the board, are just two ways that such an issue can be resolved. Such concerns weren't enough to prevent the Legislative Analyst's Office from deeming student trustee enfranchisement feasible.

Finally, I'd like to note that such an idea is not without precedence. Washington, New York, and Utah, among other states, provide their student trustees with a full vote. For decades, these states have trusted their student leaders to be effective advocates and have been rewarded for doing so. At the very least, there is no evidence at all to suggest any of these states have suffered by providing a full vote. This suggests that any concerns about student leaders being swayed or tipping the balance of votes in a dangerous direction are overblown or not grounded in reality.

I hope San Bernardino Community College District continues its strong history of empowering students and provides an avenue for them to empower itself. Students like Elijah will come and go, but these proposals and avenues will continue to create a framework for generations of students to succeed and create change in their communities. Thank you for allowing me to provide my perspective on this issue.

Agenda Item 12.5 Resolution Supporting AB 2910
Submitted by: Danny Thirakul
My name is Danny Thirakul and I serve as President of the Student Senate for California Community Colleges, SSCCC. Before being a part of the SSCCC I was first a student trustee for the Los Rios Community College District. In my position I strived to make sure the student voice was heard. However once I began my term I found it increasingly difficult to do when I had no rights. No right to a full vote and no rights to closed session. The only right I had was an advisory vote, or a vote that doesn't count. It was as if I was offered a seat at the table but was assigned to sit at the kids table. I kept thinking to myself how I could possibly serve the students of my district under these conditions. My concerns and complaints went unanswered. I then realized that I am only allowed one term in my life to serve in this position. I could not get anything done without the proper support, resources and rights as my other board members receive. I may be a student but I am also a mature, educated young adult elected to serve in a position no one but my students take seriously. Assembly Bill 2910 (Weber), supported and led by the SSCCC, gave me hope that someday the position of student trustee will be seen just as serious as a regular trustee. This bill would give the ability for boards to say to students you matter and that your voice will not be silenced. No more will your elected student representative sit through multi-hour long meetings and not do anything. They will be able to vote and have it count towards the tally. They will be able to make meaningful input during the meeting and in closed sessions. They will have access to district resources and information to help make them better trustees. I hope this board of trustees recognizes the inequities in our system that does not allow students to participate effectively in governance and today make the decision to move the system one step closer to closing the equity gap and empower the student voice. Thank You.

Agenda Item 13.2 Analysis of AB 705
Submitted by: Jewel Patterson
We want to start by thanking you for your ongoing analyses on AB 705 across the district. Additionally, we are pleased to see the impact that AB705 is having to increase the number of students accessing and completing transfer level English and Math.
It is easy for us to lose sight of so many things during this time. We want to encourage you to stay the course and keep going strong with the attention and momentum that has been demonstrated thus far. Now is not the time to be complacent, use this moment to show up for our most vulnerable students in ways that so many other institutions have not been.

We would like the Board to analyze retention and success rates for this first (and maybe not the last) semester of distance learning. How will AB705 implementation be monitored during this time? What is being done to engage Black and Latinx students, especially those with limited access to broadband and computers?

As the COVID context develops, we know that our Black, Latinx and Indigenous students will be most heavily impacted. It is imperative that our students' progress and successes continue to be monitored and disaggregated by race, gender and campus. We appreciate that progress on AB705 is highlighted in this board meeting by gender and campus. Additionally we request that the following be discussed at the next board meeting or during a special study session:

- *A root cause analysis of these opportunity gaps by race and gender*
- *Success data broken out by campus, race and gender*
- *Success rates of students in remedial courses versus transfer level courses*
- *Success rates of students who enrolled in corequisite courses vs. those that did not*

To reiterate the requests from the Campaign for College Opportunity at the most recent meeting, we ask that the District and all campuses consider the following investments:

- *Additional supports outside of the classroom for Black students;*
- *Implicit bias training for faculty, because we know that Black students do not feel welcomed in these classes;*
- *Cultural competency in curriculum;*
- *Recruitment and retention of Black faculty*

Thank you for your time and consideration.

8. PRESENTATIONS

8.1. Public Agency Retirement Services (PARS) and Vanguard Presentation (p6)
Presented by: Maureen Toal, PARS and Brian Binkley, Vanguard

9. REPORTS

9.1. Board Committee Reports (p44)
9.2. Chancellor's Report (p46)
9.3. Key Performance Indicators (p47)
9.4. San Bernardino Valley College Academic Senate - Update given by Dr. Celia Huston and written report provided.

Remember San Bernardino Valley College is Strong.
Expect to offer forgiveness, compassion, patience & second chances daily.
Silos isolate, doubt separates, fairness mitigates, collaboration innovates.
If you grow weary reach-out for support from your SBVC family.
Leadership doesn't happen alone, it takes time, trust, and a real good team.
Incoming Academic Senate President Amy Avelar will lead us well.
Embrace failure, from failure comes growth.
Not about us - it's about students.
Collegiality and communication can overcome challenges.
Endeavor to be open-minded and embrace to new ideas.

Collegial Consultation and Actions

- *Approved 2019 Program Review Recommendations*
- *Class Caps - Developed and approved recommend class caps by course*
- *Campus Committees – Reviewed charge a membership for all committees; approved changes in membership, charge, or name for SSSP, Program Review, and Accreditation and Outcomes*
- *Advancement in Rank AP7210 – Worked collegially with the CHC Academic Senate to revised AP language regarding Advancement in Rank*
- *Institutional Effectiveness Partnership Initiative (IEPI) Innovation and Effectiveness Plan – Reviewed and supported IEPI application, proposal, and activities.*

- *2020-2021 Calendar – Reviewed and supported new flexible calendar*
- *AP 3505 Emergency Preparedness Plan – Reviewed and approved recommended changes to AP 3505*
- *AP 7211 Equivalency – Piloted the new joint equivalency processes with CHC. Worked collegially with CHC Senate to evaluate new processes, recommend and approve changes.*
- *Increase Program Review reassign time to .58*
- *Supported District's White Paper: Call to Action: Why California Needs to Fully Fund the Student-Centered Funding Formal (SCFF) or Review implementation Strategy to Fulfill the Intent of the Law*
- *Reviewed and approved ILO to Campus Climate Survey Map for evaluation of ILOx*
- *SOAA Report – Reviewed and approved*
- *Approved job description for Study Abroad Faculty Lead with .2 reassign*
- *Quality Focus Essay – Reviewed and supported the methodology for identifying QFE Projects and QFE draft.*
- *ISER Review and Feedback*
- *Finals Week –Reviewed and supported the proposed changes to finals week effective fall 20*
- *Scheduling Tool – Reviewed and supported implementation of the 'Scheduling Tool" for class during, start, & stop times.*
- *Curriculum Process*
- *Reviewed Draft for Resource Allocation Model with Student Center Funding Formula*
- *Approved removal of Graduation Requirement for ACAD 001/LST 001*
- *Reviewed ACCJC Annual Report & Institution Set-Standards*
- *Reviewed and approved Board Policies and Administrative Procedures*

INFORMATION ITEMS

- *ASCCC Local Visit - What You Need To Know: Brown Act Roberts Rules*
- *Academic Senate Goals and Priorities 2019-2020*
- *Mental Health Resources for Everyone!!! – S. Thayer*
- *Chancellor's Update*
- *CTE Faculty Minimum Qualifications Took Kit*
- *Grants – Intent to Apply Form – J. Oxendine*
- *DE Addendum – Mary Copeland*
- *CTE Building – Scott Stark*
- *Accreditation Activities*
- *Fall Plenary Report & ASCCC Resolutions*
- *EDCT Update*
- *Budget forecast*

COVID-19 Response

- *Q & A with Executive Team Reports , DSPS Director, and Interim Chancellor*
- *DE Addendum and local DE approval for Summer and Fall*
- *Motions and Recommendations*
    - *Move that those making decisions on the future schedules be mindful of those who went through the DE training or who have a particular skill set.*
    - *Schedule most classes via DE but allow flexibility for a limited number of courses and labs to meet in a face to face mode during the Fall semester as the San Bernardino County Department of Public Health allows and that in order to maintain continuity, classes that have started online in fall 2020 should remain online for the entire semester.*
    - *The Academic Senate recommends that during this continuing emergency, administration works with the Academic Senate Executive Committee to improve collegial consultation and communication regarding class schedules and future schedules to ensure program quality.*

- *The academic senate recommends that the president of college continue to consult directly with the San Bernardino Department of Health on what protocols to take in order to offer (even if limited) face-to-face instruction and consult the senate of the outcomes of the meeting(s).*
- *Recommendation that administration work with discipline faculty to develop a completion plan for partially or fully suspended classes before the end of spring 2020 semester.*
- *Recommendation to the administration that if needed, in lieu of participation in an virtual commencement, the faculty in-service day on May 22, 2020, be used for all faculty training on best practices for online instruction and student interaction.*
- *The academic senate recommends that faculty follow the DE guidelines established by the Online Programs committee on synchronous and asynchronous online facilitation.*
- *In order to ensure collegial consultation over the summer, the Executive Senate recommends that current and future members on the Executive Senate;*
    - *meet bi-weekly during standard meeting times as available and necessary;*
    - *attend collegial consultation meetings and taskforce meetings as available; and*
    - *attend Special Meetings of the Executive Senate as requested by the Academic Senate President or administrative leadership for emergency collegial consultation.*

Special Thanks and Recognition to: Anthony Ababat – Faculty Lead, Non-Credit Ailsa Aguilar-Kitibutr - Senate Executive Committee Amy Avelar – Academic Senate President Elect Jennifer Bjerke – Senate Executive Committee Anthony Blacksher – Faculty Lead, Honor's Program Davena Burns-Peters – Faculty Lead, Distance Education; Senate Executive Committee; 20/21 VP Anthony Castro - 20/21 Senate Executive Committee Mary Copeland – Curriculum Chair, Senate Executive Committee Lucas Cuny - 20/21 Senate Executive Committee Paula Ferri-Milligan – Program Review Chair; Senate Executive Committee Rania Hamdy – Academic Senate Vice President Todd Heibel - 20/21 Senate Executive Committee Celia Huston – Faculty Lead, Accreditation Heather Johnson - 20/21 Senate Executive Committee Carol Jones – Program Review Co-Chair; Senate Executive Committee Joel Lamore – Program Review Co-Chair Reggie Metu – Faculty Lead, Guided Pathways Josh Milligan – Academic Senate Executive Committee Joe Notarangelo - Senate Executive Committee Adam Pave – 20/21 Senate Executive Committee Matt Robles – Faculty Lead, Guided Pathways Ty Simpson – Faculty Lead, Guided Pathways David Smith - 20/21 Senate Executive Committee Bethany Tasaka – Faculty Lead, Student Learning Outcomes; Academic Senate Secretary Michelle Tinoco - 20/21 Senate Executive Committee Maggie Worsley - Faculty Lead, Distance Education; Senate Executive Committee

9.5. San Bernardino Valley College Classified Senate – Ernest Guillen provided an update on Classified Employee Week, fundraising opportunities, Classified BBQ, Classified Assembly, Classified Employee of the Year nominees and voting, Classified election, and support of student trustee privileges.

9.6. San Bernardino Valley College Associated Students – Sofiya Herrera presented updates on activities, virtual meetings, and scholarships.

9.7. Crafton Hills College Academic Senate – Mark McConnell provided an update on inclusivity of student voice and his resignation from academic senate after first year of term ends.

9.8. Crafton Hills College Classified Senate

9.9. Crafton Hills College Associated Students – Sean Brown shared accomplishments of the associated students and student trustee resolution.

9.10. CSEA – Kevin Palkki reported on the possibility of using theater spaces that accommodate remote learning and social distancing. Shared concern with resolution to layoff classified employees and future layoffs/furloughs.

9.11. CTA – Meridyth McLaren provided an update on election results, negotiations, and planning for remote learning in the fall.

9.12. San Bernardino Valley College President – President Rodriguez gave a brief report and a written report was provided.

9.13. Crafton Hills College President – President Horan gave a brief report and a written report was provided.

10. <u>APPROVAL OF MINUTES</u>

10.1. March 31, 2020 (p57)

10.2. April 7, 2020 (p59)

10.3. April 9, 2020 (p61)

Trustee Longville moved to approve the minutes of 3/31/20, 4/7/20, and 4/9/20 as presented. Trustee Singer seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard, Mariscal-Medina
NOES: None
ABSENT: Houston
ABSTENSIONS: None

11. CONSENT AGENDA

Instruction/Student Services

11.1 Approval of Donation – CHC (p74)
11.2 Approval of Curriculum – CHC (p75)
11.3 ~~Approval of Curriculum – SBVC (p92)~~ pulled for separate action

Human Resources

11.4 Adjunct and Substitute Academic Employees (p101)
11.5 Non-Instructional Pay (p103)
11.6 Contracts for Tenure Track Academic Employees (p112)
11.7 Payment of Stipends (p114)
11.8 Appointment of District Employees (p116)
11.9 Reclassification of Employees (p118)
11.10 ~~Appointment of Interim Managers (p120)~~ pulled for separate action
11.11 Management Job Descriptions, Classification and Placement on Salary Schedule (p122)

Business & Fiscal Services

11.12 Contracts at or Above $95,200 (p144)
11.13 Surplus Property and Authorize Donation to Rim of the World High School (p146)
11.14 Surplus Property and Authorize Private Sale (p147)
11.15 Vacation Payout (p149)
11.16 Resolution Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications (p150)
11.17 Revised Authorized Signature List (p153)
11.18 District & College Expenses (p156)
11.19 Individual Memberships (p158)
11.20 Award RFP 2020-02 and Contract for Print and Copier Services to Advanced Imaging Solutions, Inc. of Corona, CA (p160)
11.21 Salary Advancement for Academic Employees (p161)

Facilities

11.22 Amendment 02 to Contract with Nineteen-Six Architects (p163)
11.23 ~~Award Bid #CC01-3610.02 - Package 1 and Contract to R&R Roofing (p164)~~ pulled for separate action
11.24 ~~Award Bid #CC01-3610.02 - Package 2 and Contract to PGC Construction (p166)~~ pulled for separate action
11.25 ~~Bond Construction Project List (p168)~~ pulled for separate action

Trustee Harrison moved to approve the consent agenda with the exception of items 11.3, 11.10, 11.23, 11.24, and 11.25. Trustee Singer seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard, Mariscal-Medina
NOES: None
ABSENT: Houston
ABSTENSIONS: None

ITEMS PULLED FROM CONSENT FOR SEPARATE ACTION

11.3 Approval of Curriculum – SBVC (p92)

Trustee Singer moved to approve the SBVC curriculum as presented. Trustee Longville seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard, Mariscal-Medina
NOES: None
ABSENT: Houston
ABSTENSIONS: None

11.10 Appointment of Interim Managers (p120)

Trustee Williams moved to approve the appointment of interim managers. Trustee Gerard seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard, Mariscal-Medina
NOES: None
ABSENT: Houston
ABSTENSIONS: None

11.23 Award Bid #CC01-3610.02 - Package 1 and Contract to R&R Roofing (p164)

Trustee Harrison moved approval to award bid #CC01-3610.02 - Package 1 and Contract to R&R Roofing. Trustee Singer seconded the motion. The Board further instructed District staff to obtain Board approval for change orders on this contract that exceed 5% of the contract amount.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard, Mariscal-Medina
NOES: None
ABSENT: Houston
ABSTENSIONS: None

11.24 Award Bid #CC01-3610.02 - Package 2 and Contract to PGC Construction (p166)

Trustee Harrison moved approval to award bid #CC01-3610.02 - Package 2 and Contract to PGC Construction. Trustee Singer seconded the motion. The Board further instructed District staff to obtain Board approval for change orders on this contract that exceed 5% of the contract amount.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard, Mariscal-Medina
NOES: None
ABSENT: Houston
ABSTENSIONS: None

11.25 Bond Construction Project List (p168)

Trustee Harrison moved approval of the bond construction project list as amended to include additional language for the Board to review the list on an annual basis. Trustee Gerard seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard, Mariscal-Medina
NOES: None
ABSENT: Houston
ABSTENSIONS: None

12. ACTION AGENDA

12.1 Board Policies – First Reading (p171)

BP 2015 Student Trustees
BP 2210 Officers
AP/BP 2305 Annual Organizational Meeting
BP 2310 Regular Meetings of the Board
AP/BP 2320 Special & Emergency Meetings
AP/BP 2435 Evaluation of the Chancellor
BP 2725 Board Member Compensation
AP/BP 2730 Board Member Health Benefits
AP/BP 2735 Board Member Travel
BP 2745 Board Self-Evaluation
AP/BP 3505 Emergency Response Plan
AP/BP 4103 Work Experience
AP/BP 4400 Community Services Programs
AP/BP 6320 Investments
AP/BP 6530 District Vehicles

Trustee Williams moved approval of board policies for first reading. Trustee Singer seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard, Mariscal-Medina
NOES: None
ABSENT: Houston
ABSTENSIONS: None

12.2 Board Policies – Second Reading (p230)

AP/BP 3710 Securing Copyright
AP/BP 5015 Residence Determination
AP 5017 Responding to Inquiries of Immigration Status

Trustee Harrison moved approval of board policies for second and final reading. Trustee Singer seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard, Mariscal-Medina
NOES: None
ABSENT: Houston
ABSTENSIONS: None

12.3 Resolution Recognizing the Contributions of Student Trustees (p246)

Trustee Williams moved approval of the Resolution Recognizing the Contributions of Student Trustees. Trustee Longville seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard, Mariscal-Medina
NOES: None
ABSENT: Houston
ABSTENSIONS: None

12.4 Resolution Affirming Unwavering Commitment to Student Success and Equity (p249)

Trustee Harrison moved approval of the Resolution Affirming Unwavering Commitment to Student Success and Equity. Trustee Reyes seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams, Gerard, Mariscal-Medina
NOES: None
ABSENT: Houston
ABSTENSIONS: None

12.5 Resolution Supporting AB 2910 (p253) Singer/Reyes

Trustee Singer moved approval of the Resolution Supporting AB 2910. Trustee Reyes seconded the motion. Trustee Gerard objected to the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams
NOES: Gerard, Mariscal-Medina
ABSENT: Houston
ABSTENSIONS: None

12.6 Student Trustee Privileges (p286)

Trustee Longville moved approval of the Student Trustee Privileges. Trustee Harrison seconded the motion. Trustee Gerard objected to the motion. Item was tabled to convene to closed session. Following closed session, legal counsel clarified Item 12.6 is an annual requirement where the board approves specific duties as part of the statute. To entertain additional items for approval would be in violation of the Brown Act to add approvals to the board item without proper notice to the public.

Trustee Longville moved approval of the Student Trustee Privileges as presented and to direct the chancellor to add an agenda item in June reflecting student trustees may put items on the agenda for upcoming board meetings in the same manner as other board members. Trustee Harrison seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Williams
NOES: Gerard, Mariscal-Medina
ABSENT: Houston, Singer
ABSTENSIONS: None

12.7 Resolution to Finalize Reduction Implementing Academic Layoff (p287)

Trustee Longville moved to approve Resolution to Finalize Reduction Implementing Academic Layoff. Trustee Singer seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams
NOES: Gerard, Mariscal-Medina
ABSENT: Houston
ABSTENSIONS: None

12.8 Resolution to Layoff Due to Lack of Work-Funds (p290)

Trustee Singer moved to approve Resolution to Layoff Due to Lack of Work-Funds. Trustee Reyes seconded the motion.

AYES: Viricel, Harrison, Longville, Reyes, Singer, Williams
NOES: Gerard, Mariscal-Medina
ABSENT: Houston
ABSTENSIONS: None

13. INFORMATION ITEMS

13.1. Accreditation Timeline (p292)
13.2. Analysis of AB 705 Compliance, Implementation, Student Success, and Student Retention (p294)
13.3. Applause Cards (p303)
13.4. Board Master Planning Action Calendar (p306)

13.5. Budget Report (p309)
13.6. Chancellor Search Timeline (p312)
13.7. Clery Act Compliance Report (p317)
13.8. Construction Contracts, Change Orders and Amendments Below $60,000 (p319)
13.9. Contracts Below $95,200 (p321)
13.10. General Fund Cash Flow Analysis (p329)
13.11. MOUs between SBCCD and the CSEA (p331)
13.12. MOUs between SBCCD and the CTA (p345)
13.13. Professional Expert, Short-Term, and Substitute Employees (p355)
13.14. Purchase Orders (p357)
13.15. Quarterly Investment & Deposit Report (p364)
13.16. Resignations and Retirements (p366)
13.17. Update on SBCCD's Actions to Slow Spread of COVID-19 (p368)

14. PUBLIC COMMENT ON NON-AGENDA ITEMS

Non-Agenda Item
Submitted by: Alex Ramos Huaman
To The Board of Trustees of San Bernardino Community College District,

As of now, Crafton has two water sports teams, which is a great start to cultivating our community. However, we do not have any of the other core sports such as basketball, soccer, tennis, golf, etc. Students only have that option at San Bernardino Valley College, which discourages local Yucaipa students away from sports.

Crafton already has facilities such as tennis courts, a soccer field, and accessibility to a golf course just down the hill for the students to practice. RCC, San Jacinto, and SBVC all offer their students a multitude of sports on the campus itself. We have the resources to complete this project.

Implementing sports would first help with the mental health of the students participating. Studies have shown that students in sports tend to have better mental health, therefore improving their academic and social wellbeing. By implementing more sports programs on campus, it furthers the sense of community. Sports events bring students together to support their school. Second, they'll be able to create and foster positive relationships with the other individuals attending. Creating this community further strengthens the mental health of the students and gives them an opportunity beyond school. For example, sports programs can make them eligible for scholarships. Team coaches can prove to be mentors for our athletes.

We understand that the pandemic may have changed everything. However, we can still get the planning done and ready to implement before we are back on campus. That way, students will come back to find programs that complement their goals and needs.

Please consider this idea for a better and brighter future for the student population of Crafton Hills College.

Non-Agenda Item
Submitted by: Nathan Cunningham
As of now, Crafton has two water sports teams which are a great way to create a community but do not have any of the other core sports. To play the core sports such as basketball, soccer, tennis, golf, etc, students have to drive to San Bernardino Valley College, which really pushes students away from sports. Crafton has some of the facilities such as tennis courts, a soccer field, and accessibility to a golf course just down the hill for the students to practice on, and it is baffling that they do not have some of these programs. Crafton is one of the only schools in the surrounding area that does not offer many sports. RCC, San Jacinto, and SBVC all offer their students a multitude of sports to do on the campus itself. We would need to join a school district such as RCC's to compete. Implementing sports would first help with the mental health of the students participating. Studies have shown that students in sports tend to have better mental health, therefore making the student's lives better. By Crafton implementing more sports programs on campus, they will be able to help their students immensely. Also, by having more sports on campus, it

creates a community for that sport in itself. People who will be able to attend these events together will firstly be able to support their school and secondly be able to create a community with the other individuals attending these sports events. Creating this community with further strengthen the mental health of the students and reduce the number of psychological disorders that are present in students on campus. Please consider this resolution for a better and brighter future for the students attending Crafton Hills College.

Non-Agenda Item
Submitted by: Anthony Orabuena
I would like you guys to take the students being paid a reasonable amount of $17 when they attend committee meetings. This is not for the present students, but for the future students who attend committee meetings. I think we should be very fair to the students who attend these meetings, just like the teachers. I know for a fact that you and others are not listening because nothing is being implemented to change this. Please do not ask anyone if it has been 5 minutes regarding of the timing of our public comments because it shows that you do not care or have any respect for our comments. It also shows that you just want to get rid of our comments and not hear from them anymore. All I am asking is that you pay students who attend comm meetings 17 DOLLARS, compared that to faculty who get 52 DOLLARS!! Please I really think the school and the faculty need to stop making this very hard and stop being comfortable were they are at right now. Also, there is a COVID Task force that would be beneficial for the students of the school, and so I believe that this COVID Task Force should be out on the school homepage for the students. I do not think it would be a great idea to deny this because then you deny benefiting the students. You should ask the student Senate members who are attending about this COVID Task force, because they would tell you the same as well. I feel that if you deny this then it would clearly show that you are not listening to the students. Please put the COVID Task force on the homepage. Also, I would like for this school to add a degree for criminal justice the students who are attending Crafton. I believe that it is very sad that we have students who go here and have to travel to SBVC just to complete their criminal justice degree. I also believe that we should have a police academy just like SBVC. You said it yourselves that you want to make the experience better for the students, and this would because it would create more diversity within our school. Do not make excuses like how can we do this, or just say o definitely will look into this because I have heard enough of that. You say this so much and still things are not getting done. The sad thing is that the school is comfortable with were they are at. Also, you can do a police academy during the COVID pandemic because I was told by Amelia Gonzales who is the Secretary of the Police Academies and Criminal Justice Department at SBVC said they will be having their academy in July. Also, do not make things hard you can do what SBVC is doing with the San Bernardino County Sheriff's department. Or you could do it with the Riverside County sheriff's department. You could ask any of those sheriff's department to help you with the police academies just like SBVC. You can seek advice from SBVC about it. PLEASE STOP MAKING THINGS HARD. Notice the caps. This would be great for the students and the school. Lastly, I would like you to make it diverse for the athletic department of the school. Since, we cannot join the league of SBVC due to a district rule, please I believe we should join RCC or join a league in Orange county, or somewhere else. I believe we need to add more sports because we are not diverse in the sports we have and I know for a fact it is disappointing for our students. We do not need a nice 10-million-dollar field right now to play soccer, or track. We have a field and a dirt track to play soccer and track. I'm pretty sure we have the resources to play cross country also. I just believe the school needs to improve the athletic department for the students. This for the students and future ones also. Also, scholarships for athletes mean free college to students. This school needs a lot of improvement, and I believe getting to these would be a start.

Non-Agenda Item
Submitted by: Frances Rodriguez
1. The lack of resources for the CIS courses and graphic media courses due to the lack of non chrome books for the students. I had to drop my course and I was not the only student, I know of at least two other students who had to request an incomplete due to technical difficulties and/or lack of on campus support as the librarians were not willing to help install zoom on a disabled student and DSPS was not available. I truly hope the 2 million dollars used due to Covid or at least a good portion of our CARES ACT was utilized to address this urgent issue. Meanwhile the campus purchased 95 laptops, if I heard correct, and hot spots for faculty but none for students.
2. The least difficult thing about moving online was that I had experience in online courses.
3. I was not comfortable using online resources because I have cancer and my medication makes me confused at times and doing things on your own is much harder than with accommodations and in an ideal learning environment versus being distracted at home. I also tried multiple times to reach the nurse practitioner from the health and wellness center

and was not successful in using the software provided by the campus. It worked with David Franco and a few other departments.

4. A log was productive of the contact with students and a group was organized Mondays at 10 am and Wednesdays at 1pm to cope with Anxiety and Depression.
5. Why is our resolution changed so much? Why would the voice of the Student Senate be distorted in such a way where the resolution that was presented by Elijah Gerard is not in any way reflected in the new resolution. Please stop and listen to our students, I implore compassion because our education is at stake. We would like to see our hard work reflected in the resolutions your board respects not completely changes to fit an agenda. Thank you for listening to my public comments.

The Board convened to closed session at 8:07pm to discuss item 12.6.
Public meeting reconvened at 8:27pm and the Board voted on item 12.6 (see above).

15. **ADJOURN**

The next meetings of the Board: Zoom Conference https://cccconfer.zoom.us/j/549366869
SBCCD Preliminary Budget Strategy Session, May 28, 2020 at 12pm.
Chair Viricel adjourned the meeting at 8:32 pm.

_____
Gloria Macias Harrison, Clerk
SBCCD Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose Torres, Interim Chancellor

REVIEWED BY: Dr. Kevin Horan, President, CHC

PREPARED BY: Dr. Keith Wurtz, Vice President, Instruction, CHC

DATE: June 11, 2020

SUBJECT: Consideration of Approval of Curriculum - CHC

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

These courses, certificates, and degrees have been approved for addition, modification, and deletion by the Curriculum Committee of the Academic Senate and will be included in the 2020-2021 and 2021-2022 College Catalog.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

None.

Curriculum Meeting: 04/27//20, 05/11/20
Conjoint Meeting: 05/28/20
Board of Trustees Meeting: 06/11/20

CRAFTON HILLS COLLEGE
SUBMITTED FOR BOARD OF TRUSTEE APPROVAL
June 11, 2020

NEW COURSE

Discipline: Health and Safety Education (Noncredit)
Department: Kinesiology and Health Education
Course ID: HSE/N 601
Course Title: Belly Dancing
Units: 0
Minimum Semester Hours:
Lab: 30
Prerequisite: None
Corequisite: None
Departmental Recommendation: None
Catalog Description: Learn muscle control and fluidity while strengthening the core, encouraging good posture, improving flexibility, and gaining body confidence. Learn the basic movements and isolations as well as the posture and styling of belly dance. No previous dance experience necessary.
Schedule Description: Learn muscle control and fluidity while strengthening the core, encouraging good posture, improving flexibility, and gaining body confidence. Learn the basic movements and isolations as well as the posture and styling of belly dance. No previous dance experience necessary.
Rationale: This course helps to improve the fitness level of our students, encourages the love of dance, and exposes students to music and culture from various parts of the world. This variation allows students to take the course as a non-credit course.
Equate: Course not currently offered at SBVC
Effective: Fall 2021

NEW COURSE

Discipline: Theatre Arts
Department: Fine Arts
Course ID: THART 122
Course Title: Sound for Stage and Screen
Units: 3
Minimum Semester Hours:
Lecture: 48
Prerequisite: None
Corequisite: None
Departmental Recommendation: None
Catalog Description: This course is an introductory course in the equipment and techniques used in theatrical and studio sound design, utilizing hands-on and computer training methods.

Schedule Description: This course is an introductory course in the equipment and techniques used in theatrical and studio sound design, utilizing hands-on and computer training methods.

Rationale: This course is essential for the study of sound design and reinforcement for performance in the theatre arts and is representative of the variety of course offerings necessary to maintain a comprehensive community college theatre arts program. This course is associate degree applicable, transfers to CSU and is recommended for students wishing to earn an AA in Theatre Arts.

Equate: THART 131 at SBVC
Effective: Fall 2021

NEW COURSE

Discipline: Theatre Arts
Department: Fine Arts
Course ID: THART 123
Course Title: Lighting Design Fundamentals
Units: 3
Minimum Semester Hours:
Lecture: 48
Prerequisite: None
Corequisite: None
Departmental Recommendation: None
Catalog Description: This course involves the study and execution of stage lighting with emphasis on equipment, control, color, and their relationship to design.
Schedule Description: This course involves the study and execution of stage lighting with emphasis on equipment, control, color, and their relationship to design.

Rationale: This course is essential for the study of basic lighting principles, design and application in the theatre arts and is representative of the variety of course offerings necessary to maintain a comprehensive community college theatre arts program. This course is associate degree applicable, transfers to CSU and is recommended for students wishing to earn an AA in Theatre Arts.

Equate: THART 132 at SBVC
Effective: Fall 2021

NEW COURSE

Discipline: Theatre Arts
Department: Fine Arts
Course ID: THART 129
Course Title: Fundamentals of Costume Design
Units: 3
Minimum Semester Hours:
Lecture: 48
Prerequisite: None
Corequisite: None

Departmental Recommendation:	None
Catalog Description:	Students will study costume history, design, and basic construction techniques as an introduction to basic theatrical costuming. Fabrics and their various uses will be investigated.
Schedule Description:	Students will study costume history, design, and basic construction techniques as an introduction to basic theatrical costuming. Fabrics and their various uses will be investigated.
Rationale:	This course is essential for the study of technical production work, design and performance in the theatre arts and is representative of the variety of course offerings necessary to maintain a comprehensive community college theatre arts program. This course is associate degree applicable, transfers CSU and is recommended for students wishing to earn an AA in Theatre Arts.
Equate:	THART 139 at SBVC
Effective:	Fall 2021

NEW COURSE

Discipline:	Theatre Arts
Department:	Fine Arts
Course ID:	THART 147
Course Title:	Theatre Movement
Units:	3
Minimum Semester Hours:	
Lecture:	48
Prerequisite:	None
Corequisite:	None
Departmental Recommendation:	None
Catalog Description:	This course is an introduction to the theory and fundamentals of stage movement. Students will develop physical awareness, range, and clarity. The course guides student work on physical characterization for modern and period-style plays.
Schedule Description:	This course is an introduction to the theory and fundamentals of stage movement. Students will develop physical awareness, range, and clarity. The course guides student work on physical characterization for modern and period-style plays.
Rationale:	This course is essential for the study of technical production work, design and performance in the theatre arts and is representative of the variety of course offerings necessary to maintain a comprehensive community college theatre arts program. This course is associate degree applicable, transfers to CSU and is recommended for students wishing to earn an AA in Theatre Arts.
Equate:	THART 147 at SBVC
Effective:	Fall 2021

Curriculum Meeting: 04/27//20, 05/11/20
Conjoint Meeting: 05/28/20
Board of Trustees Meeting: 06/11/20

NEW COURSE

Discipline: Theatre Arts
Department: Fine Arts
Course ID: THART 165
Course Title: Fundamentals of Stage Makeup
Units: 3
Minimum Semester Hours:
Lecture: 48
Prerequisite: None
Corequisite: None
Departmental Recommendation: None
Catalog Description: This course is an introduction to the theory, design, and application of makeup for the stage.
Schedule Description: This course is an introduction to the theory, design, and application of makeup for the stage.
Rationale: This course is essential for the study of basic makeup, prosthetics and airbrush design and application in the theatre arts and is representative of the variety of course offerings necessary to maintain a comprehensive community college theatre arts program. This course is associate degree applicable, transfers to CSU and is recommended for students wishing to earn an AA in Theatre Arts.
Equate: THART 165 at SBVC
Effective: Fall 2021

MODIFY COURSE

COURSE ID	COURSE TITLE
ART 121	Foundations of Three-Dimensional Design

Catalog Description: This course explores the concepts, principles and techniques of three-dimensional design using a variety of materials including Wood, Plaster, Plastic, Paper, and Wire.
Schedule Description: This course explores the concepts, principles and techniques of three-dimensional design using a variety of materials including Wood, Plaster, Plastic, Paper, and Wire.
Rationale: Six-year revision
Equate: ART 121 at SBVC.
Effective: Fall 2021

Curriculum Meeting: 04/27//20, 05/11/20
Conjoint Meeting: 05/28/20
Board of Trustees Meeting: 06/11/20

MODIFY COURSE

COURSE ID	COURSE TITLE
CHC 062	Introduction to Online Learning

Catalog Description: This course covers LMS basics, time management skills, discussion board utilization, online research and storage resources, and online student services. NOTES: 1) This course should be taken before enrolling in an online course. 2) This course is graded on a Pass or No Pass basis only.

Schedule Description: The course provides an overview of the Canvas LMS and prepares students to transition successfully to the online learning environment. As such, the course includes several types of activities and assignments that reflect common assignment types for DE (distance education) courses at Crafton Hills College in general. NOTES: 1) This course should be taken before enrolling in an online course. 2) This course is graded on a Pass or No Pass basis only.

Rationale: Six-year revision; adding DE component
Equate: Course is not currently offered at SBVC.
Effective: Fall 2021

MODIFY COURSE

COURSE ID	COURSE TITLE
ENGL 128	Intermediate Literary Magazine Production: The Sand Canyon Review

Rationale: Six-year revision
Equate: Course is not currently offered at SBVC
Effective: Fall 2020

MODIFY COURSE

COURSE ID	COURSE TITLE
HEALTH 265	Nutrition for Fitness and Performance

Catalog Description: Examines the current nutritional requirements and dietary practices for peak performance for those who are physically active as well as those who participate in athletic competition. Focuses on the role of macro and micronutrients, hydration, energy pathways, body composition and ergogenic aids and their role on performance, physiological and physiological health. Social and cultural aspects are also examined.

Schedule Description: Examines the current nutritional requirements and dietary practices for peak performance for those who are physically active as well as those who participate in athletic competition. Focuses on the role of macro and micronutrients, hydration, energy pathways, body composition and ergogenic aids and their role on performance, physiological and physiological health. Social and cultural aspects are also examined.

Rationale: The department was asked to add a few topics and objectives to meet requirements for Category E as well as the psychological aspects that were suggested. The department wanted to make sure that the students could use the units toward Category E and not just for the major. Adding a DE component.

Equate: Course is not currently offered at SBVC.
Effective: Fall 2021

MODIFY COURSE

COURSE ID	COURSE TITLE
THART 124X2	Beginning Performance Workshop

Minimum Semester Hours

Lab: 144

Rationale: The course is performance-based which provides supervised rehearsal and performance of a musical and play and as such the lecture hour component is being replaced with lab hours.

Equate: THART 114X4 at SBVC
Effective: Fall 2021

MODIFY COURSE

COURSE ID	COURSE TITLE
THART 134X4	Technical Theatre Workshop

Prerequisite: None
Minimum Semester Hours

Lab: 48

Rationale: The course is a workshop and involves the supervised practice of practical technical theatre elements; the lecture component is being removed.

Equate: THART 160X4 at SBVC
Effective: Fall 2021

MODIFY COURSE

COURSE ID	COURSE TITLE
THART 140X2	Intermediate Performance Workshop

Minimum Semester Hours

Lab: 144

Rationale: The course is performance-based which provides supervised rehearsal and performance of a musical and play and as such the lecture hour component is being replaced with lab hours.

Equate: Course is not currently offered at SBVC.
Effective: Fall 2021

Curriculum Meeting: 04/27//20, 05/11/20
Conjoint Meeting: 05/28/20
Board of Trustees Meeting: 06/11/20

CORRECTION
MODIFY COURSE

COURSE ID	COURSE TITLE
GEOG 175	Introduction to Information Mapping

Course Title: Introduction to Geographic Information Systems
Minimum Semester Hours:
Lecture: 32
Lab: 48
Rationale: Six-year revision; approved at the May 14, 2020 Board meeting as a correction. The lecture and lab hours of the course are being changed to align with SBVC.
Equate: GIS 130 at SBVC
Effective: Fall 2020

DISTANCE EDUCATION

Course ID:	ASL 105	Hybrid
Course Title:	American Sign Language V	
Rationale:	Increase DE Offerings	
Effective:	Fall 2020	

DISTANCE EDUCATION

Course ID:	CHC 062	100% Online
Course Title:	Introduction to Online Learning	
Rationale:	Increase DE Offerings	
Effective:	Fall 2021	

DISTANCE EDUCATION

Course ID:	CSCI 120	Hybrid and 100% Online
Course Title:	Introduction to Computer Science II (C++)	
Rationale:	Increase DE Offerings	
Effective:	Fall 2020	

DISTANCE EDUCATION

Course ID:	ENGL 152	Hybrid and 100% Online
Course Title:	Intermediate Composition and Literature	
Rationale:	Increase DE Offerings	
Effective:	Fall 2020	

DISTANCE EDUCATION

Course ID:	ENGL 917	Hybrid and 100% Online
Course Title:	English Support Lab	
Rationale:	Increase DE Offerings	
Effective:	Fall 2020	

Curriculum Meeting: 04/27//20, 05/11/20
Conjoint Meeting: 05/28/20
Board of Trustees Meeting: 06/11/20

DISTANCE EDUCATION

Course ID:	**HEALTH 265**	**100% Online**
Course Title:	Nutrition for Fitness and Performance	
Rationale:	Increase DE Offerings	
Effective:	Fall 2021	

INFORMATION ONLY

ASSOCIATE IN ARTS IN GEOGRAPHY FOR TRANSFER

The Associate in Arts-Transfer (AA-T) degree in Geography at Crafton Hills College is designed to meet the needs of students transferring to a California State University who intend to major in geography or a related field of study.

REQUIRED CORE COURSES:		**Units**
GEOG 102	Cultural Geography	3
or		
GEOG 102H	Cultural Geography – Honors	3
or		
GEOG 120	World Regional Geography	3
GEOG 110	Physical Geography	3
or		
GEOG 110H	Physical Geography – Honors	3
GEOG 111	Physical Geography Laboratory	1
or		
GEOG 111H	Physical Geography Laboratory – Honors	1

REQUIRED LIST A COURSES
Students must complete at least six (6) units from the following courses:

		Units
GEOG 114	Investigations in Weather and Climate	4
or		
GEOG 115	Elements of Weather and Climate	3
GEOG 102*	Cultural Geography	3
or		
GEOG 102H*	Cultural Geography	3
GEOG 120*	World Regional Geography	3
GEOG 126	Geography of California	3

REQUIRED LIST B COURSES
Students must complete six (6) additional units from the following courses:

Any LIST A course not already used

		Units
GEOL 100	Physical Geology	4
or		
GEOL 100H	Physical Geology – Honors	4
or		

GEOL 101H	Introduction to Geology – Honors	3
or		
GEOL 101	Introduction to Geology	3
GIS 175	Introduction to Information Mapping	3
ANTHRO 102	Cultural Anthropology	3
or		
ANTHRO 102H	Cultural Anthropology – Honors	3
Total Units:		**19 – 21**

***If not already used as a CORE course**

Field experiences including GEOL 170, GEOL 175, GEOL 177, GEOL 180, GEOL 181, GEOL 190, and GEOL 270 are not required to earn the degree but are recommended for students preparing to major in geography at a four-year institution.

Rationale: Chancellor's Office Template Requirements
Effective: Fall 2020

INFORMATION ONLY

ASSOCIATE IN ARTS IN THEATRE ARTS FOR TRANSFER

The Associate in Arts-Transfer (AA-T) degree in Theatre Arts at Crafton Hills College is designed to meet the needs of students transferring to a California State University who intend to major in theatre arts or a related field of study.

REQUIRED CORE COURSES:		**Units**
THART 100	Introduction to Theatre	3
or		
THART 100H	Introduction to Theatre-Honors	3
or		
THART108	World Drama I	3
or		
ENGL 108	World Drama I	3
THART120	Beginning Acting	3
THART124X2	Beginning Performance Workshop	3
or		
THART134X4 [1]	Technical Theatre Workshop	1

REQUIRED LIST A COURSES

Students must complete at least nine units from the following courses:		**Units**
THART 124X2 [2]	Beginning Performance Workshop	3
THART 134X4 [3]	Technical Theatre Workshop	1
THART 179	Fundamentals of Stagecraft II	3
THART 220	Intermediate Acting	3
THART 226	Play and Screenplay Analysis	3
or		
ENGL 226	Play and Screenplay Analysis	3
Total Units:		**18**

Curriculum Meeting: 04/27//20, 05/11/20
Conjoint Meeting: 05/28/20
Board of Trustees Meeting: 06/11/20

[1]must be taken three times
[2]if not taken above
[3]may be taken three times if not taken above

Rationale: Chancellor's Office Approved
Effective: Fall 2020

INFORMATION ONLY

CHC General Education – 19 Units

General Education courses provide a fundamental learning foundation for all instructional programs offered by the college. These courses are designed to stimulate the student's intellectual curiosity, to introduce the student to the major broad domains of higher education, and to develop the student's awareness of societal concerns and the responsibilities of citizenship. All programs leading to the associate degree include a general education component.

General Education at Crafton Hills College is designed to prepare students to:

- analyze, synthesize, and evaluate various forms of information;
- demonstrate effective oral and written communication;
- analyze and use quantitative and qualitative data;
- apply problem-solving and decision-making skills utilizing multiple methods of inquiry;
- recognize the contributions of the arts, humanities, and sciences;
- make informed decisions regarding physical, mental, and emotional health issues;
- develop social awareness and a global perspective;
- understand the power and complexity of diversity.

General Education provides a broad cultural and intellectual background to complement mastery of specific fields of knowledge and contributes to an individual's self-awareness.

A. Natural Science Students successfully completing a course in this area will be able to apply a problem-solving strategy such as the scientific method or other systematic process of inquiry and to recognize the contributions of science and technology in our world. ANAT 101, ANAT 150, ANAT 151, ANTHRO 106 or ANTHRO 106H, ANTHRO 116, ASTRON 150 or ASTRON 150H, ASTRON 160, BIOL 100, BIOL 123, BIOL 130, BIOL 130H, BIOL 131, BIOL 131H, CHEM 101, CHEM 102, CHEM 123, CHEM 150, CHEM 150H, CHEM 151, CHEM 151H, CHEM 212, CHEM 213, ENVS 101 or ENVS 101H, ENVS 110, GEOG 110 or GEOG 110H, GEOG 111 or GEOG 111H, GEOG 114, GEOG 115, GEOG 126, GEOL 100, GEOL 100H, GEOL 101 or GEOL 101H, GEOL 160, GEOL 112, GEOL 113, GEOL 140, GEOL 141, GEOL 150 or GEOL 150H, GEOL 250, GEOL 251, GEOL 260, MICRO 102, MICRO 150, OCEAN 100, OCEAN 101 or OCEAN 101H, PHYSIC 100, PHYSIC 110, PHYSIC 111, PHYSIC 250, PHYSIC 251, PHYSIC 252, PS 101	**3 units**
B. Social & Behavioral Science Students successfully completing a course in this area will be able to recognize, describe and analyze various forms of social institutions and individual behaviors that influence a global perspective. ANTHRO 100, ANTHRO 102, ANTHRO 102H, ANTHRO 106, ANTHRO 106H, ANTHRO 107, ANTHRO 125, ANTHRO 136, BUSAD 100, CD 105, CD 105H, CD 126, COMMST 135, COMMST 174, COMMST 178, ECON 100, ECON 200, ECON 200H, ECON 201, ECON 201H, GEOG 102, GEOG 102H, GEOG 120, HEALTH 267, HIST 100, HIST 100H, HIST 101, HIST 101H, HIST 107, HIST 145, HIST 150, HIST 170, HIST 170H, HIST 171, HIST 171H, JOUR 135, PHIL 107, POLIT	**3 units**

100, POLIT 100H, POLIT 102, POLIT 104, POLIT 106, POLIT 110, POLIT 122, PSYCH 100, PSYCH 100H, PSYCH 102, PSYCH 103, PSYCH 110, PSYCH 111, PSYCH 118, PSYCH 201, RELIG 100 or RELIG 100H, RELIG 120, RELIG 135, SOC 100, SOC 100H, SOC 105, SOC 106, SOC 130, SOC 132, SOC 141, SOC 141H, SOC 145, SOC 150	
C. Humanities and Arts– minimum one course from each area ***C_1 Humanities: minimum one course*** Students successfully completing a course in this area will be able to examine cultural traditions through an integrative and critical examination of human achievements and understand meaning, ethical value, expression, belief, and the human spirit. ANTHRO 107, ANTHRO 110, ANTHRO 125, ANTHRO 136, ARABIC 101, ARABIC 102, ARABIC 103, ARABIC 104, ASL 101, ASL 102, ASL 103, ASL 104, ASL 105, ASL 115, ENGL 108, ENGL 109, ENGL 232, ENGL 150, ENGL 152, ENGL 152H, ENGL 155, ENGL 155H, ENGL 160, ENGL 163, ENGL 175, ENGL 232, ENGL 250, ENGL 260, ENGL 261, ENGL 270, ENGL 271, ENGL 275, ENGL 280,ENGL 281, FRENCH 101, FRENCH 102, FRENCH 103, FRENCH 104, HIST 100, HIST 100H, HIST 101, HIST 101H, HIST 107, HIST 135, HIST 145, HIST 150, HIST 170, HIST 170H, HIST 171, HIST 171H, HUM 101, HUM 102, HUM 103, HUM 140, JAPN 101, JAPN 102, JAPN 103, JAPN 104, PHIL 101, PHIL 101H, PHIL 105, PHIL 105H, PHIL 107, PHIL 109, RELIG 100, RELIG 100H, RELIG 101, RELIG 101H, RELIG 110, RELIG 113, RELIG 120, RELIG 135, RELIG 175, RELIG 176, RUS 101, RUS 102, SPAN 101, SPAN 102, SPAN 103, SPAN 104, SPAN 157, SPAN 158, THART 108, THART 109 ***C_2 Arts: minimum one course*** Students successfully completing a course in this area will be able to appreciate the value of artistic expression and human creativity in the fine arts and evaluate them as part of human culture. ART 100, ART 100H, ART 102, ART 102H, ART 103, ART 105, ART 113, ART 120, ART 121, ART 124, ART 125, ART 126, ART 132, ART 175, ART 226, ART 232, ART 275, COMMST 120, COMMST 120H, DANCE 200, DANCE 200H, ENGL 170, ENGL 232, HUM 103, HUM 140, MUSIC 100, MUSIC 103, MUSIC 103H, MUSIC 120, MUSIC 120H, MUSIC 132, MUSIC 133, MUSIC 134, MUSIC 135, MUSIC 136, MUSIC 150X4, MUSIC 152X4, MUSIC 164X4, MUSIC 174X4, MUSIC 175, MUSIC 179X4, MUSIC 180X4, MUSIC 232, MUSIC 233, MUSIC 235, MUSIC 236, THART 100, THART 100H, THART 120, THART 124X2, THART 134X4, THART 140X2, THART 145, THART 150, THART 176, THART 179, THART 205, THART 220, THART 221, THART 245, THART 250	**4 units**
D. Language & Rationality – one course from each area ***D_1 English Composition: minimum of 3 units*** Students successfully completing a course in this area will be able to effectively organize and communicate written ideas using structure, synthesis, and analysis as contextually appropriate. ENGL 101, ENGL 101H, ENGL 146 ***D_2 Communication/Social Discourse: minimum of 2 units*** Students successfully completing a course in this area will be able to demonstrate effective oral communication and analytical skills in a social context. BUSAD 145, BUSAD 155, COMMST 100 or COMMST 100H, COMMST 111 or COMMST 111H, COMMST 140, COMMST 145, COMMST 155, COMMST 178, PHIL 105 or PHIL 105H, RELIG 101 or RELIG 101H, SOC 100 or SOC 100H, SOC 105, SOC 130, SOC 145 ***D_3 Critical Thinking/Rationality: minimum of 2 units*** Students successfully completing a course in this area will be able to demonstrate analytical and critical reasoning competencies. COMMST 125, COMMST 125H, CSCI 200, ENGL 102, ENGL 102H, ENGL 104, LIBR 100, MATH	**7 units**

095, MATH 102, MATH 103, MATH 106, MATH 110, MATH 110H, MATH 115, MATH 141, MATH 160, MATH 200, MATH 250, MATH 251, MATH 252, MATH 265, MATH 266, PBSF 127, PHIL 103, PHIL 110, PSYCH 120	

E. Health & Wellness – Activity or Lecture Students successfully completing a course in this area will be able to demonstrate the knowledge and/or skills to optimize physical and mental health. CD 115, COUN 120, DANCE 101, DANCE 102, DANCE 103, DANCE 104, DANCE 130A, DANCE 130B, DANCE 130C, DANCE 130D, DANCE 143A, DANCE 143B, DANCE 143C, DANCE 143D, DANCE 163A, DANCE 163B, DANCE 163C, DANCE 163D, HEALTH 102, HEALTH 104**,** HEALTH 263, HEALTH 263H, HEALTH 265, HEALTH 267, KIN/D (all courses), KIN/F (all courses except KIN/F 970 A,B,C and D), KIN/S (all courses), KIN/X (all courses)	**2 units**
F. Diversity/Multiculturalism & American Heritage *(One course from each area - Courses may be taken as part of Area A-E above)* ***F_1 Diversity and Multiculturalism*** Students successfully completing a course in this area will be able to recognize and appreciate the contributions of cultural diversity and multicultural perspectives in a global context. ANTHRO 107, ANTHRO 110, ANTHRO 125, ANTHRO 136, ARABIC 101, ARABIC 102, ARABIC 103, ARABIC 104, ART 103, ASL 101, ASL 102, ASL 103, ASL 104, ASL 105, ASL 115, CD 182**,** COMMST 174, ENGL 160, ENGL 163, ENGL 280, ENGL 281, FRENCH 101, FRENCH 102, FRENCH 103, FRENCH 104, GEOG 102, GEOG 102H, HEALTH 267**,** HIST 107, HIST 150, HIST 170, HIST 170H, HIST 171, HIST 171H, HUM 101, HUM 102, HUM 140, JAPN 101, JAPN 102, JAPN 103, JAPN 104, PHIL 105 or PHIL 105H, POLIT 104, POLIT 122**,** RELIG 101, RELIG 101H, RELIG 110, RELIG 113, RELIG 120, RUS 101, RUS 102, SOC 105, SOC 106, SOC 132, SOC 141, SOC 141H, SOC 145, SOC 150, SPAN 102, SPAN 102, SPAN 103, SPAN 104, SPAN 157, SPAN 158 ***F_2 American Heritage*** Students successfully completing a course in this area will be able to recognize and appreciate the collective heritage of the United States through its historical and cultural contributions. ASL 115**,** ENGL 260, ENGL 261, HIST 100, HIST 100H, HIST 101, HIST 101H, HIST 135, HIST 145, MUSIC 103, MUSIC 103H, MUSIC 134, POLIT 100, POLIT 100H, POLIT 102, RELIG 135	
Total General Education	**19 units**

1) **Completion of a minimum of 60 units** of acceptable college work with at least a "C" (2.0) or better cumulative and institutional grade point average. The following restrictions apply to the 60 units required for graduation:
   a) A **maximum of 4 units of physical education activities** may be applied
   b) A **maximum of 15 units of credit (CR) or pass (P) grades** may be applied. No course taken for the student's major may be taken for CR or P.
   c) A **maximum of 6 units of reading and study skills** courses numbered 001-099 (READ 078X2, and CHC 090) may be applied.
   d) A **maximum of 16 units of Career and Technical Education Worksite Experience or 6 units of General Worksite Experience** may be applied for elective credit.

2) Successful completion of a **minimum of 18 semester units with a "C" or better in all courses required as part of a major** as identified by the college catalog.
3) Completion of **12 semester units in residence** at Crafton Hills College
4) **Reading and writing competency** as demonstrated by a grade of "C" or better in **ENGL 101 or ENGL 101H** or an equivalent course from another accredited institution.
5) **Mathematics proficiency** as demonstrated by completion of **MATH 095 or any higher level math course** with a grade of "C" or better or an equivalent course from another accredited institution.
6) Completion of **one of three general education breadth patterns**; the Crafton Hills College general education breadth pattern option 1; the Intersegmental General Education Transfer Curriculum (IGETC) option 2A; or the California State University (CSU) general education breadth pattern option 2B.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Diana Rodriguez, President, SBVC

PREPARED BY: Dina Humble, Vice President, Instruction, SBVC

DATE: June 11, 2020

SUBJECT: Consideration of Approval of Curriculum - SBVC

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

These courses, certificates, and degrees have been approved for addition, modification, and deletion by the Curriculum Committee of the Academic Senate and will be included in the 2020-2021 or 2021-2022 College Catalogs.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO VALLEY COLLEGE
SUBMITTED FOR BOARD OF TRUSTEE APPROVAL
June 11, 2020

CONTENT REVIEW

No Changes to the College Catalog

MUS 124

Rationale: Content Review
Effective: Fall 2021

NEW COURSE

Addition to the 2021-2022 College Catalog

Course ID: **CD 109**
Course Title: Childhood Stress and Trauma
Units: 3
Lecture: 3 contact hour(s) per week
48 - 54 contact hours per semester
Outside of Class Hours: 6 hour(s) per week
Departmental Advisory: READ 015
Catalog Description: This course provides a comprehensive overview of theories, concepts and issues related to childhood stress and trauma. Emphasis is on the short-term and long-term effects that stress and trauma have on the physical, cognitive, language, social and emotional stages of a child's development. Students are introduced to child behavior patterns and potential responses to stress and trauma. Students examine research and innovative methods that support a child's coping skills and healing process. This course is designed to help early childhood practitioners and parents understand how children react and adapt to stress and trauma and to learn strategies to support and care for children.
Schedule Description: This course provides a comprehensive overview of theories, concepts and issues related to childhood stress and trauma. Students examine research and innovative methods that support a child's coping skills and healing process. This course is designed to help early childhood practitioners and parents understand how children react and adapt to stress and trauma and to learn strategies to support and care for children.
TOP Code: 1305.00
Equate: Course not offered at CHC.
Rationale: This course was recommended by the CD Advisory Board as an important course for students. It will be added as an elective option to the CD AA, CD Teacher, Master Teacher and Site Supervisor Certificates.
Effective: Fall 2021

NEW COURSE

Addition to the 2021-2022 College Catalog

Course ID:	**KIN 205**
Course Title:	Sports Management
Units:	3
Lecture:	3 contact hour(s) per week 48 - 54 contact hours per semester
Outside of Class Hours:	6 hour(s) per week
Departmental Advisory:	ENGL 101 or ENGL 101H
Catalog Description:	This course will serve as an overview of the field of sports management. Time will be spent exploring the development of the industry, current state and future trends in the discipline through the lenses of amateur, professional and international sports.
Schedule Description:	This course will serve as an overview of the field of sports management. Time will be spent exploring the development of the industry, current state and future trends in the discipline through the lenses of amateur, professional and international sports.
TOP Code:	0835.00
Equate:	Course not offered at CHC.
Rationale:	This course will further increase course options in the field of Kinesiology and add courses to our Kinesiology A.A. Degree.
Effective:	Fall 2021

NEW COURSE

Addition to the 2021-2022 College Catalog

Course ID:	**KIN 600**
Course Title:	Helmet-Free Tackle Safety and Performance
Hours:	48-54
Lecture:	16 - 18 contact hour(s) per semester
Laboratory:	32 - 36 contact hour(s) per semester
Catalog Description:	This noncredit course is designed to provide instruction on best practices, methods and techniques that identify and correct the physical mechanisms, antiquated tackling drills, and injurious terminology that lead to “Crown” first collisions in the act of making an American football tackle. This course develops a comprehensive understanding of the Helmet-Free-Tackle Training System, to eliminate helmet first collision and prevent potential self-inflicted concussion, head, neck, spinal cord, and catastrophic injury.
Schedule Description:	This noncredit course is designed to instruct students on best practices of a Helmet-Free-Tackle Training System to eliminate "Crown" first collisions and prevent potential self-inflicted concussions. These best practices will be helpful but not limited to the following groups: parents, coaches, athletic administrators, officials, and players. (See legislation AB-1 Youth Athletics: California Youth Football Act)
TOP Code:	0835.60
Equate:	Course not offered at CHC.
Rationale:	The California Youth Football Act law sets the most comprehensive youth football safety standards in the nation. This course offers the foremost one of a kind Standard of Care tackle training safety, prevention, and performance system that eliminates/minimizes head, neck, and catastrophic spinal cord injury in the game of tackle football.
Effective:	Fall 2021

NEW COURSE

Addition to the 2021-2022 College Catalog

Course ID: **KINA 187A**
Course Title: Adapted: Beginning Boxing for Fitness
Units: 1
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester
Catalog Description: This course is designed to teach students with disabilities beginning level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, flexibility, and coordination. A completed adapted physical education participation form may be required prior to participation in this class.
Schedule Description: This course is designed to teach students with disabilities beginning level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, flexibility, and coordination. A completed adapted physical education participation form may be required prior to participation in this class.
TOP Code: 0835.80
Equate: Course not offered at CHC.
Rationale: The students with disabilities are seeking a Sport class. There is a strong need for Sport type fitness classes for students. For the safety of the student and equity of all classes, this course is needed.
Effective: Fall 2021

NEW COURSE

Addition to the 2021-2022 College Catalog

Course ID: **KINA 187B**
Course Title: Adapted: Intermediate Boxing for Fitness
Units: 1
Laboratory: 3 contact hour(s) per week
48 - 54 contact hours per semester
Departmental Advisory: KINA 187A
Catalog Description: This course is designed to teach students with disabilities intermediate level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination. A completed adapted physical education participation form may be required prior to participation in this class
Schedule Description: This course is designed to teach students with disabilities intermediate level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination. A completed adapted physical education participation form may be required prior to participation in this class
TOP Code: 0835.80
Equate: Course not offered at CHC.
Rationale: The students with disabilities are seeking a Sport class. There is a strong need for Sport type fitness classes for students. For the safety of the student and equity of all classes, this course is needed.
Effective: Fall 2021

NEW COURSE

Addition to the 2021-2022 College Catalog

Course ID:	**KINA 187C**
Course Title:	Adapted: Advanced Boxing for Fitness
Units:	1
Laboratory:	3 contact hour(s) per week 48 - 54 contact hours per semester
Departmental Advisory:	KINA 187B
Catalog Description:	This course is designed to teach students with disabilities advanced level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination. A completed adapted physical education participation form may be required prior to participation in this class.
Schedule Description:	This course is designed to teach students with disabilities advanced level boxing skills and techniques. Boxing movements and drills will be utilized to help students improve cardiovascular conditioning, muscular endurance, balance, and coordination. A completed adapted physical education participation form may be required prior to participation in this class.
TOP Code:	0835.80
Equate:	Course not offered at CHC.
Rationale:	The students with disabilities are seeking a Sport class. There is a strong need for Sport type fitness classes for students. For the safety of the student and equity of all classes, this course is needed.
Effective:	Fall 2021

NEW COURSE

Addition to the 2021-2022 College Catalog

Course ID:	**KINA 190A**
Course Title:	Adapted: Beginning Level Self-Defense
Units:	1
Laboratory:	3 contact hour(s) per week 48 - 54 contact hours per semester
Catalog Description:	This course is designed to teach students with disabilities beginning level Krav Maga self-defense to help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.
Schedule Description:	This course is designed to teach students with disabilities beginning level Krav Maga self-defense to help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.
TOP Code:	0835.80
Equate:	Course not offered at CHC.
Rationale:	Our class schedule does not offer a combative, individual class. This class will educate all individuals/students in self-defense.
Effective:	Fall 2021

NEW COURSE

Addition to the 2021-2022 College Catalog

Course ID:	**KINF 190B**
Course Title:	Adapted: Intermediate level Self-Defense
Units:	1
Laboratory:	3 contact hour(s) per week 48 - 54 contact hours per semester
Catalog Description:	This course is designed to teach students with disabilities, an intermediate level Krav Maga self-defense. To help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.
Schedule Description:	This course is designed to teach students with disabilities, an intermediate level Krav Maga self-defense. To help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.
TOP Code:	0835.80
Equate:	Course not offered at CHC.
Rationale:	Our class schedule does not offer a combative, individual class. This class will educate all individuals/students in self-defense.
Effective:	Fall 2021

NEW COURSE

Addition to the 2021-2022 College Catalog

Course ID:	**KINA 190C**
Course Title:	Adapted: Advanced level Self-Defense
Units:	1
Laboratory:	3 contact hour(s) per week 48 - 54 contact hours per semester
Catalog Description:	This course is designed to teach students with disabilities, an advanced level Krav Maga self-defense. To help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.
Schedule Description:	This course is designed to teach students with disabilities, an advanced level Krav Maga self-defense. To help maintain or improve physical fitness and awareness. A completed adapted physical education participation form may be required prior to participation in this class.
TOP Code:	0835.80
Equate:	Course not offered at CHC.
Rationale:	Our class schedule does not offer a combative, individual class. This class will educate all individuals/students in self-defense.
Effective:	Fall 2021

COURSE MODIFICATION

Changes to the 2020-2021 or 2021-2022 College Catalogs

COURSE ID	COURSE TITLE
ACAD 010	TUTOR TRAINING

Course ID: **LST 010**
Catalog Description: This course presents techniques and strategies for effective academic peer tutoring in a community college setting. Emphasis is on tutoring, study skill techniques and practical skills to use in a variety of tutoring situations. Graded on pass/no pass basis only. (Formerly ACAD 010)
Schedule Description: This course presents techniques and strategies for academic peer tutoring in a community college setting. Emphasis is on tutoring, study skill techniques and practical skills to use in a variety of tutoring situations. Graded on pass/no pass basis only. (Formerly ACAD 010)
Equate: Course not offered at CHC.
Rationale: Formerly ACAD 010, updating to LST 010 and course descriptions.
Effective: Fall 2020

COURSE ID	COURSE TITLE
AERO 900	LAB STUDIES IN AVIATION MAINTENANCE TECHNOLOGY

Prerequisite: AERO 050L and AERO 051L
Corequisite: AERO 050L and AERO 051L
Equate: Course not offered at CHC.
Rationale: This course is necessary for students to complete Federal Aviation Administration (FAA) mandated laboratory projects and hours in order to meet mandated college insurance requirements. This is especially critical at this time considering the lost hands-on laboratory hours cause by the Corona Virus shut-down.
Effective: Fall 2020

COURSE ID	COURSE TITLE
BIOL 141	GENETICS

Prerequisite: None
Departmental Advisory: ENGL 101 or ENGL 101H
Equate: Course not offered at CHC.
Rationale: Removing ENGL 101/101H prerequisite and adding it as a departmental advisory instead.
Effective: Fall 2021

COURSE ID	COURSE TITLE
BIOL 205	CELL AND MOLECULAR BIOLOGY

Prerequisite: CHEM 150 and MATH 102 or eligibility for MATH 102 or higher as determined by the SBVC assessment process.
Corequisite: CHEM 150 and MATH 102
Catalog Description: This course is an introduction to cellular and molecular aspects of biology emphasizing principles of scientific process, evolution by natural selection, prokaryotic and eukaryotic cell structure and function, classic and modern genetics, and concepts that integrate cellular with organismal activities. Experimental design concepts and application are emphasized in the laboratory. This is the first semester of three introductory biology courses for the pre-professional, biology major, or others interested in an in-depth study of biology.
Schedule Description: This course is an introduction to cellular and molecular aspects of biology emphasizing principles of scientific process, evolution by natural selection, prokaryotic and eukaryotic cell structure and function, classic and modern genetics, and concepts that integrate cellular with organismal activities. Experimental design concepts and application are emphasized in the laboratory. This is the first semester of three introductory biology courses for the pre-professional, biology major, or others interested in an in-depth study of biology.
Equate: BIOL 130 at CHC.
Rationale: Removal of prerequisite/corequisite of Chem 150 Honors and update Math requirements.
Effective: Fall 2021

COURSE ID	COURSE TITLE
BIOL 206	ORGANISMAL BIOLOGY

Prerequisite: BIOL 205 and CHEM 150 and MATH 102 or eligibility for MATH 102 or higher as determined by the SBVC assessment process.
Catalog Description: This course is an introduction to the diversity of organisms, their structure, function, and adaptations to the environment. The course requires participation in field trips. This course is part of a three-semester series of introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.
Schedule Description: This course is an introduction to the diversity of organisms, their structure, function, and adaptations to the environment. The course requires participation in field trips. This course is part of a three-semester series of introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.
Equate: Course not offered at CHC.
Rationale: Removal of prerequisite/corequisite of Chem 150 Honors and update Math requirements.
Effective: Fall 2021

COURSE ID	COURSE TITLE
BIOL 207	EVOLUTIONARY ECOLOGY

Prerequisite: BIOL 205 and CHEM 150 and MATH 102 or eligibility for MATH 102 or higher as determined by the SBVC assessment process.
Catalog Description: This course is an introduction to the principles of evolution and the ecological processes governing organisms and populations. The course is intended for the pre-professional or biology major. The course requires participation in and completion of a field project and participation in weekend field trips. This course is part of a three-semester series of introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.
Schedule Description: This course is an introduction to the principles of evolution and the ecological processes governing organisms and populations. The course is intended for the pre-professional or biology major. The course requires participation in and completion of a field project and participation in weekend field trips. This course is part of a three-semester series of introductory biology for the pre-professional, biology major, or others interested in an in-depth study of biology.
Equate: Course not offered at CHC.
Rationale: Removal of prerequisite/corequisite of Chem 150 Honors and update Math requirements.
Effective: Fall 2021

COURSE ID	COURSE TITLE
BUSAD 050	BUSINESS MATH

Catalog Description: This course covers fundamental mathematical calculations and their application to business problems. Topics include payroll, pricing, interest and discount, commission, taxes, and other pertinent uses of mathematics in the field of business.
Schedule Description: This course covers fundamental mathematical calculations and their application to business problems. Topics include payroll, pricing, interest and discount, commission, taxes, and other pertinent uses of mathematics in the field of business.
Equate: Course not offered at CHC.
Rationale: Content review, removing BUSAD 150 from the course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
BUSAD 108	PERSONAL FINANCE, INVESTMENTS AND ESTATE PLANNING

Prerequisite: MATH 096 or MATH 095 or eligibility for MATH 102 as determined by the SBVC assessment process.
Departmental Advisory: ENGL 101 or ENGL 101H
Equate: Course not offered at CHC.
Rationale: Content review adding prerequisite and departmental advisory.
Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 010	RESTAURANT SERVICE AND CATERING I

Units: 6
Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester
Laboratory: 12 contact hour(s) per week
192 - 216 contact hours per semester
Outside of Class Hours: 4 hour(s) per week
Equate: Course not offered at CHC.
Rationale: Increasing the units.
Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 011	RESTAURANT SERVICE AND CATERING II

Units: 6
Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester
Laboratory: 12 contact hour(s) per week
192 - 216 contact hours per semester
Outside of Class Hours: 4 hour(s) per week
Equate: Course not offered at CHC.
Rationale: Increasing units.
Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 012	FOOD TRUCK RESTAURANT AND CATERING SERVICES

Units: 6
Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester
Laboratory: 12 contact hour(s) per week
192 - 216 contact hours per semester
Outside of Class Hours: 4 hour(s) per week
Equate: Course not offered at CHC.
Rationale: Increasing units.
Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 040	INTRODUCTION TO BAKING

Units: 6
Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester
Laboratory: 12 contact hour(s) per week
192 - 216 contact hours per semester
Outside of Class Hours: 4 hour(s) per week
Equate: Course not offered at CHC.
Rationale: Increasing units.

Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 041	DESSERTS AND PASTRIES

Units: 6
Laboratory: 12 contact hour(s) per week
192 - 216 contact hours per semester
Equate: Course not offered at CHC.
Rationale: Adding laboratory hours and increasing units.
Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 042	CAKE DECORATING

Units: 6
Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester
Laboratory: 12 contact hour(s) per week
192 - 216 contact hours per semester
Outside of Class Hours: 4 hour(s) per week
Equate: Course not offered at CHC.
Rationale: Increasing units.
Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 043	ADVANCED DESSERTS AND PASTRY/CHOCOLATE/SUGAR

Units: 6
Lecture: 2 contact hour(s) per week
32 - 36 contact hours per semester
Laboratory: 12 contact hour(s) per week
192 - 216 contact hours per semester
Outside of Class Hours: 4 hour(s) per week
Equate: Course not offered at CHC.
Rationale: Increasing units.
Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 101	INTRODUCTION TO HOSPITALITY AND CUSTOMER SERVICE

Course ID: **HOSP 100**
Catalog Description: This course is an overview of the structure and financial performances of the food service and hospitality industry. It focuses on orientation to customer service, cultural/economic trends, and career opportunities in food service, tourism and hospitality. (Formerly CULART 101)
Schedule Description: This course is an overview of the structure and financial performances of the food service and hospitality industry. it focuses on orientation to customer service, cultural/economic trends, and career opportunities in food service, tourism and hospitality. (Formerly CULART 101)

Equate: Course not offered at CHC.
Rationale: Formerly CULART 101, updating to HOSP 100 and updating course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 160	INTRODUCTION TO FOODS

Course ID: **HOSP 160**
Course Title: Culinary Production and Kitchen Operations
Lecture: 1 contact hour(s) per week
16 - 18 contact hours per semester
Laboratory: 6 contact hour(s) per week
96 - 108 contact hours per semester
Outside of Class Hours: 2 hour(s) per week
Prerequisite: None
Catalog Description: This course will expose the student to a variety of production methods within the hospitality industry, with an emphasis on kitchen production, soups, sauces, stocks, equipment in a commercial kitchen, menu development, and cooking techniques used in a commercial kitchen. (Formerly CULART 160)
Schedule Description: This course will expose the student to a variety of production methods within the hospitality industry, with an emphasis on kitchen production, soups, sauces, stocks, equipment in a commercial equipment, menu development, and cooking techniques used in a commercial kitchen. (Formerly CULART 160)
Equate: Course not offered at CHC.
Rationale: Formerly CULART 160, updating to HOSP 160, title, hours, requisites, and descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 180	SMALL BUSINESS AND CATERING MANAGEMENT

Course ID: **CULART 080**
Units: 6
Laboratory: 12 contact hour(s) per week
192 - 216 contact hours per semester
Prerequisite: None
Departmental Advisory: None
Catalog Description: This course covers catering and banquet techniques for serving 25 to 100 people. It includes developing a small business that will work with clients to develop an event, including customizing a menu and calculating staffing needs for preparation, cooking, transporting, setting up, serving and cleaning up. This course also caters to event planning. (Formerly CULART 180)
Schedule Description: This course covers catering and banquet techniques for serving 25 to 100 people. It includes developing a small business that will work with clients to develop an event, including customizing a menu and calculating staffing needs for preparation, cooking, transporting, setting up, serving and cleaning up. This course also caters to event planning. (Formerly CULART 180)
Equate: Course not offered at CHC.
Rationale: Formerly CULART 180, increasing laboratory hours and units.
Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 275	FOOD, BEVERAGE AND LABOR COST CONTROL

Course ID: **HOSP 120**
Course Title: Hospitality Cost Control
Prerequisite: None
Departmental Advisory: ACCT 200
Catalog Description: This course delves into the management side of the hospitality industry and how to control the various costs involved in the industry such as labor, food, logistics, overhead, and how to keep the cost of doing business within the industry reasonable. (Formerly CULART 275)
Schedule Description: This course delves into the management side of the hospitality industry and how to control the various costs involved in the industry such as labor, food, logistics, overhead, and how to keep the cost of doing business within the industry reasonable. (Formerly CULART 275)
Equate: Course not offered at CHC.
Rationale: Formerly CULART 275, updating to HOSP 120 and updating requisites and course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
CULART 280	PRINCIPLES OF FOOD AND BEVERAGE MANAGEMENT

Course ID: **HOSP 130**
Course Title: Hospitality Food and Beverage Management
Catalog Description: This course will immerse the student in food and beverage management. Techniques and procedures of management are explored and developed as they relate to commercial and institutional food and beverage facilities such as hotels, casinos, schools, and prisons. (Formerly CULART 280)
Schedule Description: This course will immerse the student in food and beverage management. Techniques and procedures of management are explored and developed as they relate to commercial and institutional food and beverage facilities such as hotels, casinos, schools, and prisons. (Formerly CULART 280)
Equate: Course not offered at CHC.
Rationale: Formerly CULART 280, updating to HOSP 130, title, and course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
FTVM 098	MEDIA ARTS WORK EXPERIENCE

Prerequisite: FTVM 102
Corequisite: FTVM 130 and FTVM 114 or FTVM 111
Equate: Course not offered at CHC.
Rationale: Adding prerequisite and corequisite.
Effective: Fall 2021

COURSE ID	COURSE TITLE
FTVM 110	ANNOUNCING AND PERFORMING IN ELECTRONIC MEDIA

Course Title: Audio Performance
Equate: Course not offered at CHC.
Rationale: Updating title.
Effective: Fall 2021

COURSE ID	COURSE TITLE
FTVM 111	INTRODUCTION TO AUDIO PRODUCTION

Course Title: Studio Audio Production
Departmental Advisory: None
Catalog Description: This course serves as an introduction to the theory and practice of audio production for podcasting, television, film, digital recording applications, and radio. Students will learn the fundamentals of sound design and aesthetics, microphone use, and digital recording equipment. Students gain hands on experience recording, editing, mixing and mastering audio. Upon completion, students will have basic knowledge of applied audio concepts, production workflow, equipment functions, and audio editing software. (Formerly RTVF 120)
Schedule Description: This course serves as an introduction to the theory and practice of audio production for podcasting and for all other forms of media. Students will learn the fundamentals of sound design and aesthetics, microphone use, and digital recording equipment. Students gain hands on experience recording, editing, mixing and mastering audio. (Formerly RTVF 120)
Equate: Course not offered at CHC.
Rationale: Updating title, removing ENGL 101/101H departmental advisory, and updating course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
FTVM 112	DIGITAL AUDIO POST PRODUCTION

Course Title: Field Audio Production
Departmental Advisory: None
Catalog Description: This audio production course provides specialized training in digital audio work as it pertains to field audio production. This includes recording live events, field audio dialogue, and sound effects for use in all forms of media content. Topics include the use of audio post -production techniques and the skills necessary to compete in the entertainment, communications, and multimedia industries. (Formerly RTVF 121)
Schedule Description: This audio production course provides specialized training in digital audio work as it pertains to field audio production. This includes recording live events, field audio dialogue, and sound effects for use in all forms of media content. (Formerly RTVF 121)
Equate: Course not offered at CHC.
Rationale: Updating title, removing ENGL 101/101H departmental advisory, and updating course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
FTVM 114	INTRODUCTION TO DIGITAL VIDEO EDITING

Course Title: Editing I
Catalog Description: This course focuses on the fundamental techniques, skills, and theories of editing as well as the technical requirements for assembling a digital video project. Through a series of hands-on projects, students will put traditional theories of picture and sound editing into practice. The course will also cover the history of nonlinear editing and provide an overview of the post-production process.
Schedule Description: This course focuses on the fundamental techniques, skills, and theories of editing as well as the technical requirements for assembling a digital video project. Through a series of hands-on projects, students will put traditional theories of picture and sound editing into practice.
Equate: Course not offered at CHC.
Rationale: Updating title and course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
FTVM 130	SURVEY OF TV STUDIO AND FILM PRODUCTION

Catalog Description: This course is designed for students who are interested in transforming a narrative concept into a practical production. By viewing, discussing, planning, and developing stories. Film, television, and media students will learn skills necessary to produce a film or video in a TV Studio and location environment. Topics include studio signal flow, directing, theory and operation of camera and audio equipment, switcher operation, fundamentals of lighting, graphics, video control and video recording and real-time video production. (Formerly RTVF 130)
Schedule Description: This course is designed for students who are interested in transforming a narrative concept into a practical production. By viewing, discussing, planning, and developing stories. Film, television, and media students will learn skills necessary to produce a film or video in a TV Studio and location environment. (Formerly RTVF 130)
Equate: Course not offered at CHC.
Rationale: Updating course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
FTVM 131	LIGHTING AND CINEMATOGRAPHY

Course Title: Cinematography
Catalog Description: In this hands-on course, students will delve into the art and craft of cinematography: the methods and techniques by which motion picture photography and lighting help give a film meaning and aesthetic purpose. Through lectures, demonstrations and exercises in a supervised classroom environment, students will learn to operate state-of-the-art digital and electronic equipment while applying the fundamental principles of lighting, composition, exposure, focus, lens selection, and camera dynamics into purposeful visual storytelling. (Formerly RTVF 132)
Schedule Description: Students will delve into the art and craft of cinematography, the methods and techniques by which motion picture photography and lighting help give a film meaning and aesthetic purpose. (Formerly RTVF 132)

Equate: Course not offered at CHC.
Rationale: Updating title and course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
FTVM 213	RADIO STATION OPERATIONS

Course Title: Audio Studio Operations
Prerequisite: FTVM 111 or FTVM 112
Departmental Advisory: None
Catalog Description: This course offers an emphasis on individual and group production of short and long-form broadcasts for a variety of audio projects. Projects include podcasts, promotional spots, features, music programming, and news; as well as project development, management and implementation. All student projects are eligible to air on KVCR, YouTube, and program managed podcast station. (Formerly RTVF 220)
Schedule Description: This course offers an emphasis on individual and group production of short and long-form broadcasts for a variety of audio projects. Projects include podcasts, promotional spots, features, music programming, and news. (Formerly RTVF 220)
Equate: Course not offered at CHC.
Rationale: Updating title, requisites, and course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
FTVM 215	INTERMEDIATE DIGITAL VIDEO EDITING

Course Title: Editing II
Prerequisite: FTVM 114
Catalog Description: This intermediate level course provides students with the skills and technologies to edit both fiction and documentary films as well as other forms of visual media. (Formerly RTVF 232)
Schedule Description: This intermediate level course provides students with the skills and technologies to edit both fiction and documentary films as well as other forms of visual media. (Formerly RTVF 232)
Equate: Course not offered at CHC.
Rationale: Updating title, adding corequisite, and updating course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
FTVM 234	INTERMEDIATE VIDEO PRODUCTION

Course Title: Short Film Production
Prerequisite: FTVM 130 or FTVM 131 and FTVM 122
Equate: Course not offered at CHC.
Rationale: Updating title and prerequisites.
Effective: Fall 2021

COURSE ID	COURSE TITLE
FTVM 235	CINEMA PRODUCTION

Prerequisite: FTVM 130 and FTVM 122
Equate: Course not offered at CHC.
Rationale: Updating prerequisites.
Effective: Fall 2021

COURSE ID	COURSE TITLE
HVAC/R 057C	TOOLS, CONTROLS, AND TROUBLESHOOTING

Departmental Advisory: None
Equate: Course not offered at CHC.
Rationale: Removing ENGL 914 advisory.
Effective: Fall 2021

COURSE ID	COURSE TITLE
HVAC/R 060C	TROUBLESHOOTING REFRIGERATION AND A/C ELECTRICITY 4

Departmental Advisory: None
Catalog Description: This is a one semester course that includes the first of a three-term course offered by the Refrigeration Service Engineers Society (RSES) and is a comprehensive study of troubleshooting HVAC/R electrical circuits. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.
Schedule Description: This is a one semester course that includes the first of a three-term course offered by the Refrigeration Service Engineers Society (RSES) and is a comprehensive study of troubleshooting HVAC/R electrical circuits. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.
Equate: Course not offered at CHC.
Rationale: Removing ENGL 914 advisory and updating course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
HVAC/R 061C	TROUBLESHOOTING REFRIGERATION AND A/C ELECTRICITY 5

Departmental Advisory: None
Catalog Description: This is a one semester course that includes the second of a three-term course offered by the Refrigeration Service Engineers Society (RSES) and is a comprehensive study of troubleshooting HVAC/R electrical circuits. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.
Schedule Description: This is a one semester course that includes the second of a three-term course offered by the Refrigeration Service Engineers Society (RSES) and is a comprehensive study of troubleshooting HVAC/R electrical circuits. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.
Equate: Course not offered at CHC.
Rationale: Removing ENGL 914 advisory and updating course descriptions.

Effective: Fall 2021

COURSE ID	COURSE TITLE
HVAC/R 062C	RSES ELECTRICITY AND ELECTRICITY LAB FOR HVAC/R TECHNICIANS

Departmental Advisory: None
Catalog Description: This is a one semester course offered by the Refrigeration Service Engineers Society that includes a hands on lab with emphasis on electrical safety, the fundamentals of electricity, series and parallel circuits, A/C current, magnetism and transformers, relays, contactors, starters, motors and capacitors, compressors, circuit protection devices, and thermostats. Also included are lessons on reading schematics and troubleshooting gas furnaces and split-systems. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.
Schedule Description: This is a one semester course offered by the Refrigeration Service Engineers Society that includes a hands on lab with emphasis on electrical safety, the fundamentals of electricity, series and parallel circuits, A/C current, magnetism and transformers, relays, contactors, starters, motors and capacitors, compressors, circuit protection devices, and thermostats. Also included are lessons on reading schematics and troubleshooting gas furnaces and split-systems. This course is designed to help certify journeymen-level refrigeration technicians and keep their knowledge current.
Equate: Course not offered at CHC.
Rationale: Removing ENGL 914 advisory and updating course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
HVAC/R 065C	RSES TECHNICAL INSTITUTE HEAT PUMP TRAINING COURSE VOLUME I

Departmental Advisory: None
Equate: Course not offered at CHC.
Rationale: Removing ENGL 914 advisory.
Effective: Fall 2021

COURSE ID	COURSE TITLE
HVAC/R 066C	RSES TECHNICAL INSTITUTE HEAT PUMP TRAINING COURSE VOLUME II

Departmental Advisory: None
Equate: Course not offered at CHC.
Rationale: Removing ENGL 914 advisory.
Effective: Fall 2021

COURSE ID	COURSE TITLE
HVAC/R 067C	RSES TECHNICAL INSTITUTE TRAINING MANUAL 3 VOLUME I

Departmental Advisory: None
Equate: Course not offered at CHC.
Rationale: Removing ENGL 914 advisory.
Effective: Fall 2021

COURSE ID	COURSE TITLE
HVAC/R 068C	RSES TECHNICAL INSTITUTE TRAINING MANUAL 3 VOLUME II

Departmental Advisory: None
Equate: Course not offered at CHC.
Rationale: Removing ENGL 914 advisory.
Effective: Fall 2021

COURSE ID	COURSE TITLE
LST 001	STRATEGIES FOR COLLEGE SUCCESS

Course ID: **SDEV 001**
Course Title: Orientation to College
Catalog Description: This class introduces students to college culture, including academic policies and procedures. To assist in a smooth transition to college, students will identify college success strategies and campus resources that will support them in making a connection to the campus, a key component to success. (Formerly LST 001)
Schedule Description: This class introduces students to college culture, including academic policies and procedures. To assist in a smooth transition to college, students will identify college success strategies and campus resources that will support them in making a connection to the campus, a key component to success. (Formerly LST 001)
Equate: Course not offered at CHC.
Rationale: Formerly LST 001, updating to SDEV 001 to prepare students for transition into college and increase student success.
Effective: Fall 2020

COURSE ID	COURSE TITLE
MUS 102L	MUSICIANSHIP II

Departmental Advisory: MUS 134
Equate: Course not offered at CHC.
Rationale: Updating departmental advisory from MUS 134A to MUS 134.
Effective: Fall 2021

COURSE ID	COURSE TITLE
MUS 123	ELECTRONIC MUSIC I

Catalog Description: This course is an introduction to computer-based music recording techniques using electronic and digital interfaces. Course topics include electronic sequencing software, notation software, basic digital audio, microphones, interfaces, and other hardware used in recording studios.
Schedule Description: This course is an introduction to computer-based music recording techniques using digital audio.
Equate: Course not offered at CHC.
Rationale: Content review and updating course descriptions.
Effective: Fall 2021

COURSE ID	COURSE TITLE
MUS 171x2	JAZZ IMPROVISATION AND THEORY II

Prerequisite: MUS 170x2
Equate: Course not offered at CHC.
Rationale: Updating prerequisite from MUS 170 to MUS 170x2
Effective: Fall 2021

COURSE ID	COURSE TITLE
PHYSIC 210	MODERN PHYSICS

Prerequisite: PHYSIC 203 and PHYSIC 204 and PHYSIC 151 and PHYSIC 152 and MATH 251
Equate: Course not offered at CHC.
Rationale: Updating prerequisites.
Effective: Fall 2021

COURSE ID	COURSE TITLE
READ 102	CRITICAL READING AS CRITICAL THINKING

Prerequisite: None
Departmental Advisory: READ 100
Equate: Course not offered at CHC.
Rationale: Removing ENGL 101/101H from prerequisite.
Effective: Fall 2021

COURSE CORRECTION

COURSE ID	COURSE TITLE
PHIL 112	PHILOSOPHY IN LITERATURE

Departmental Advisory: READ 015 or eligibility for READ 100 as determined by the SBVC assessment process.
Rationale: This course was previously approved to update a prerequisite to READ 015 as a departmental advisory but missed being submitted for articulation as a substantial change. The effective date is now being modified from Fall 2020 to Fall 2021.
Previous Board Approval: May 16, 2019
Effective: Fall 2021

COURSE DELETION

ENGL 222 ENGL 223

Rationale: Courses are no longer offered.
Effective: Fall 2021

DISTANCE EDUCATION

ART 120	ART 124A	ART 124B	ART 124C
ART 126A	ART 126B	ART 126C	ASTRON 125[1]
AUTO 056	BIOL 141	BIOL 155[1]	BUSAD 050
BUSAD 108	CD 109	CD 114	CD 134
COMMST 100	COMMST 111	CULART 201	CULART 205
CULART 225	CULART 280	DIESEL 021	DIESEL 023
DIESEL 064	ELEC 091	ELECTR 220C	ELECTR 270
FN 162	FTVM 111	FTVM 112	FTVM 114
FTVM 130	GEOG 111	HOSP 100	HOSP 120
HOSP 130	HOSP 160	INSPEC 014	INSPEC 029
KIN 205	KINA 186A[1]	KINA 186B[1]	KINA 186C[1]
KINF 105A[1]	KINF 105B[1]	KINF 105C[1]	KINF 108A[1]
KINF 108B[1]	KINF 108C[1]	KINF 112A[1]	KINF 112B[1]
KINF 112C[1]	KINF 138A[1]	KINF 138B[1]	KINF 138C[1]
KINF 142A[1]	KINF 142B[1]	KINF 142C[1]	KINX 110Bx3[1]
KINX 111Bx3[1]	KINX 112Bx3[1]	KINX 113Bx3[1]	KINX 114Bx3[1]
KINX 115Bx3[1]	KINX 116Bx3[1]	KINX 120Dx4[1]	KINX 121Ax3[1]
KINX 121Dx4[1]	KINX 131Cx3[1]	LST 010	MACH 072
MATH 250	MATH 601	MUS 107	OCEAN 111
OSHA 030	PHYSIC 101[1]	PHYSIC 210[1]	PSYCH 105
PSYTCH 085	READ 102	READ 620	RTVF 101[1]
RTVF 102[1]	RTVF 120[1]	RTVF 131[1]	RTVF 132[1]
RTVF 134[1]	SDEV 001	SPAN 103	SPAN 103H
TECALC 087	THART 110	VOCED 600	VOCED 601
VOCED 602	VOCED 603		

[1] This course was approved for an Emergency DE Addendum only and can only be offered online in the event of a State of Emergency declared by the San Bernardino Community College District.

Rationale: **100% ONLINE**

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

Effective: Summer 2020 or Fall 2021 for new courses.

CERTIFICATE MODIFICATION

AUTOMATIC AND MANUAL TRANSMISSION CERTIFICATE

This certificate prepares students to gain entry-level employment in maintenance and repair of automotive and hybrid vehicle transmissions. Transmission technicians work with some of the most advanced technology in the auto service industry, including computer command control on electronic gear trains, couplings, hydraulic pumps, and other transmission components.

REQUIRED COURSES:		**Units**
AUTO 064	Auto/Truck Electrical Systems	4
	or	
HMDT 064	Auto/Truck Electrical Systems	4
AUTO 075	Automatic Transmissions Rear Wheel Drive	4
AUTO 076	Automatic Transaxles Front Wheel Drive	4
AUTO 077	Manual Transmissions and Transaxles	4
AUTO 084	General Automotive Technology	4
AUTO 090	Engine Repair	6

Students must complete one of the following or assess into MATH 096 or higher:

MATH 962	Arithmetic and Prealgebra	5
TECALC 087	Technical Calculations	4

Total Units	**26 - 31**

This is a Gainful Employment Program

Rationale:	Updating DIESEL 064 to HMDT 064.
Effective:	Fall 2020

CERTIFICATE MODIFICATION

AUTOMOTIVE TECHNICIAN CERTIFICATE

This certificate is designed to prepare students for entry-level work as automotive technicians working in areas such as general automotive and hybrid repair and service.

REQUIRED COURSES:		**Units**
AUTO 010	Introduction to Hybrid and Electric Vehicle Technology	4
AUTO 050	Automotive Brakes	4
AUTO 052	Automotive Suspension and Steering	4
AUTO 056	Automotive Heating and Air Conditioning	4
AUTO 064	Auto/Truck Electrical Systems	4
	or	
HMDT 064	Auto/Truck Electrical Systems	4
AUTO 065	Electrical Systems Diagnosis and Repair	5
AUTO 068	Engine Performance - Ignition Systems	5
AUTO 069	Engine Performance - Fuel and Exhaust Systems	5
AUTO 075	Automatic Transmissions Rear Wheel Drive	4
AUTO 077	Manual Transmissions and Transaxles	4
AUTO 084	General Automotive Technology	4
AUTO 090	Engine Repair	6

Students must complete one of the following or assess into MATH 096 or higher:

MATH 962	Arithmetic and Prealgebra	5
TECALC 087	Technical Calculations	4
Total Units		**53 - 58**

This is a Gainful Employment Program

Rationale: Updating DIESEL 064 to HMDT 064.
Effective: Fall 2020

CERTIFICATE MODIFICATION

BAKING CERTIFICATE

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

REQUIRED COURSES:		**Units**
CULART 040	Introduction to Baking	6
CULART 041	Desserts and Pastries	6
CULART 042	Cake Decorating	6
CULART 043	Advanced Desserts and Pastry/Chocolate/Sugar	6
CULART 044	Introduction to Baking Skills, Ingredients, and Technology	3
CULART 080	Small Business and Catering Management	6
CULART 205	Principles of Design and Presentation	3
CULART 225	Sanitation and Safety	3
CULART 240	Procurement, Purchasing and Selection	3
HOSP 100	Introduction to Hospitality and Customer Service	3
Total Units		**45**

This is a Gainful Employment Program

Rationale: Course titles and units.
Effective: Fall 2021

CERTIFICATE MODIFICATION

BAKING BUSINESS CERTIFICATE

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

REQUIRED COURSES:		**Units**
CULART 225	Sanitation and Safety	3
CULART 040	Introduction to Baking	6
CULART 041	Desserts and Pastries	6
CULART 044	Introduction to Baking Skills, Ingredients, and Technology	3
CULART 080	Small Business and Catering Management	6
CULART 201	Management of Human Resources in Hospitality	3

CULART 240	Procurement, Purchasing and Selection	3
HOSP 100	Introduction to Hospitality and Customer Service	3
HOSP 120	Hospitality Cost Control	3
Total Units		**36**

This is a Gainful Employment Program

Rationale: Course titles and units.
Effective: Fall 2021

CERTIFICATE MODIFICATION

CHILD DEVELOPMENT - EARLY INTERVENTION AND INCLUSION CERTIFICATE

The Early Intervention and Inclusion Certificate prepares individuals to work as early childhood paraprofessionals with expertise in special education and early intervention. The program's perspective is culturally sensitive and family-focused which emphasizes the value of individual differences in young children. This certificate meets the State's competencies for early childhood intervention/early childhood special education paraprofessionals.

This Certificate meets California Title 5 requirements for the Child Development Associate Teacher Permit. Upon completion of all the courses contact the California Commission on Teacher Credentialing Office for an application.

Required Courses: (24 units)		**Units**
CD 105	Child Growth and Development	3
	or	
CD 105H	Child Growth and Development-Honors	3
CD 111	Observation and Assessment in Child Development	3
CD 126	Child, Family, and the Community	3
CD 127	Guidance of Children	3
CD 185	Infant/Toddler Growth and Development	3
CD 186	Infant and Toddler Curriculum	3
CD 244	Children with Special Needs	3
CD 245	Early Intervention and Inclusion	3
Required Experience Working with Children: (8 units)		**Units**
CD 215	Early Intervention and Inclusion Internship	4
	and	
CD 205	Child Development Practicum / Field Experience	4
	or	
CD 210	Infant and Toddler Practicum	4
Recommended Course:		**Units**
CD 109	Childhood Stress and Trauma	3
Total Units		**32**

This is a Gainful Employment Program

Rationale: Adding CD 109 to course list.
Effective: Fall 2021

CERTIFICATE MODIFICATION

CHILD DEVELOPMENT - MASTER TEACHER CERTIFICATE

The Master Teacher Certificate is designed to prepare students to supervise, mentor and assist other teachers and aides in a preschool or childcare and education setting. The Master Teacher Certificate requires 37 CD units which includes six specialization units and 4 units of CD Practicum/ Field Work experience with children preschool-12 years of age plus a minimum of 16 general education units. General Education units need to come from the each of the following categories and meet Valley College GE requirements: English, Social and Behavioral Sciences, Humanities and Math or Science.

This Certificate meets the course and unit requirement for the Master Teacher Permit through the California Commission on Teacher Credentialing. Please note that students must also meet the experience requirement of 350 days of 3+ hours per day within 4 years.

Required Courses: (27 units)		**Units**
CD 105	Child Growth and Development	3
	or	
CD 105H	Child Growth and Development-Honors	3
CD 111	Observation and Assessment in Child Development	3
CD 113	Principles and Practices of Teaching Young Children	3
CD 114	Introduction to Curriculum	3
CD 115	Health, Safety and Nutrition	3
CD 126	Child, Family, and the Community	3
CD 127	Guidance of Children	3
CD 138	Teaching in a Diverse Society	3
CD 270	Adult Supervision and Mentoring in Early Care and Education	3

Required Child Development Specialization Courses - Choose 6 units from one specialization below:

Creative Curriculum Specialization:		**Units**
CD 130	Creative Music and Movement for Children	3
CD 133	Creative Science and Math Activities for Children	3
CD 134	Language, Listening and Literature for Children	3
CD 136	Creative Art Experiences for Children	3
CD 137	Play and Materials for Children	3
Guidance Specialization:		**Units**
CD 101	Parent-Child Interaction	3
CD 127	Guidance of Children	3
Infant/Toddler Specialization:		**Units**
CD 185	Infant/Toddler Growth and Development	3
CD 186	Infant and Toddler Curriculum	3
School-Age Specialization:		**Units**
CD 060	Understanding School-Age Children	3
CD 061	Activities for School-Age Children	3
Special Needs Specialization:		**Units**
CD 109	Childhood Stress and Trauma	3
CD 244	Children with Special Needs	3
CD 245	Early Intervention and Inclusion	3
Experience Working with Children: **Choose one course (4 units)**		**Units**
CD 205	Child Development Practicum / Field Experience	4

CD 210	Infant and Toddler Practicum	4

General Education Requirements: Students must take one to two courses from each of the four general education categories below to meet requirements for the Master Teacher Permit. (16 units minimum)

Arts and Humanities: (3-5 units)		**Units**
ASL 109	American Sign Language I	4
ART 103	Art Appreciation	3
MUS 100	Music Appreciation	3
SPAN 101	College Spanish I	5
	or	
SPAN 101H	College Spanish I - Honors	5
SPAN 102	College Spanish II	5
	or	
SPAN 102H	College Spanish II - Honors	5
THART 100	Introduction to the Theatre	3
English Language Communication: (4 units)		**Units**
COMMST 100	Elements of Public Speaking	3
	or	
COMMST 100H	Elements of Public Speaking - Honors	3
ENGL 101	Freshman Composition	4
	or	
ENGL 101H	Freshman Composition-Honors	4
Natural Science or Mathematics: (4-5 units)		**Units**
ANTHRO 106	Biological Anthropology	3
	or	
ANTHRO 106H	Biological Anthropology - Honors	3
BIOL 100	General Biology	4
GEOG 110	Physical Geography	3
MATH 095	Intermediate Algebra	4
	or	
MATH 096	Elementary and Intermediate Algebra	5
MATH 108	Introduction to Probability and Statistics	4
	or	
PSYCH 105	Statistics for the Behavioral Sciences	4
PSYCH 141	Introduction to Biological Psychology	3
Social and Behavioral Sciences: (3 units)		**Units**
ANTHRO 102	Cultural Anthropology	3
	or	
ANTHRO 102H	Cultural Anthropology - Honors	3
HIST 137	Racial and Ethnic Groups in United States History	3
POLIT 100	American Politics	3
PSYCH 100	General Psychology	3
	or	
PSYCH 100H	General Psychology - Honors	3
SOC 100	Introduction to Sociology	3
	or	
SOC 100H	Introduction to Sociology - Honors	3

SOC 130	Family Sociology	3
Choose one General Education Elective Course: (2-3 units)		**Units**
Total Units		**53 - 57**

This is a Gainful Employment Program

Rationale: Adding CD 109 to course list and updating general education classes.
Effective: Fall 2021

CERTIFICATE MODIFICATION

CHILD DEVELOPMENT - SITE SUPERVISOR CERTIFICATE

The Site Supervisor Certificate is designed to prepare students with the knowledge and skills necessary to be qualified as a preschool or childcare center site supervisor.

Students completing a Site Supervisor Certificate meet the academic requirements for the CD Site Supervisor Permit. Please note that the field experience requirement for the Site Supervisor Permit requires 350 days of 3+ hours per day within four years including at least 100 days of supervising adults. With this Certificate, and CD Permit, students qualify to be Child Development Center Directors in private Title 22 Programs as long as they also have two years of teaching experience in a licensed center.

Required Courses: (30 units)		**Units**
CD 105	Child Growth and Development	3
	or	
CD 105H	Child Growth and Development-Honors	3
CD 111	Observation and Assessment in Child Development	3
CD 113	Principles and Practices of Teaching Young Children	3
CD 114	Introduction to Curriculum	3
CD 115	Health, Safety and Nutrition	3
CD 126	Child, Family, and the Community	3
CD 138	Teaching in a Diverse Society	3
CD 270	Adult Supervision and Mentoring in Early Care and Education	3
CD 271	Administration I: Programs in Early Childhood Education	3
CD 272	Administration II: Personnel and Leadership in Early Childhood Education	3
Choose two (2) courses from the following list: (6 units)		**Units**
CD 130	Creative Music and Movement for Children	3
CD 133	Creative Science and Math Activities for Children	3
CD 134	Language, Listening and Literature for Children	3
CD 136	Creative Art Experiences for Children	3
Choose one (1) course from the following list: (3 units)		**Units**
CD 060	Understanding School-Age Children	3
CD 061	Activities for School-Age Children	3
CD 100	Introduction to Child Development	3
CD 109	Childhood Stress and Trauma	3
CD 127	Guidance of Children	3
CD 185	Infant/Toddler Growth and Development	3
CD 186	Infant and Toddler Curriculum	3
CD 244	Children with Special Needs	3
Experience working with children - Choose one (1) course from the following list: (4 units)		
CD 205	Child Development Practicum / Field Experience	4

CD 210	Infant and Toddler Practicum	4

General Education Requirements: Students must take one course in each of the four general education categories below to meet requirements for the Site Supervisor Permit. (16 units minimum)

Arts and Humanities: (3-5 units)		**Units**
ASL 109	American Sign Language I	4
ART 103	Art Appreciation	3
MUS 100	Music Appreciation	3
SPAN 101	College Spanish I	5
	or	
SPAN 101H	College Spanish I - Honors	5
SPAN 102	College Spanish II	5
	or	
SPAN 102H	College Spanish II - Honors	5
THART 100	Introduction to the Theatre	3
English Language Communication: (4 units)		**Units**
ENGL 101	Freshman Composition	4
	or	
ENGL 101H	Freshman Composition-Honors	4
COMMST 100	Elements of Public Speaking	3
	or	
COMMST 100H	Elements of Public Speaking - Honors	3
Natural Science or Mathematics: (4-5 units)		**Units**
ANTHRO 106	Biological Anthropology	3
	or	
ANTHRO 106H	Biological Anthropology - Honors	3
BIOL 100	General Biology	4
GEOG 110	Physical Geography	3
MATH 095	Intermediate Algebra	4
	or	
MATH 096	Elementary and Intermediate Algebra	5
MATH 108	Introduction to Probability and Statistics	4
	or	
PSYCH 105	Statistics for the Behavioral Sciences	4
PSYCH 141	Introduction to Biological Psychology	3
Social and Behavioral Sciences: (3 units)		**Units**
ANTHRO 102	Cultural Anthropology	3
	or	
ANTHRO 102H	Cultural Anthropology - Honors	3
HIST 137	Racial and Ethnic Groups in United States History	3
POLIT 100	American Politics	3
PSYCH 100	General Psychology	3
	or	
PSYCH 100H	General Psychology - Honors	3
SOC 100	Introduction to Sociology	3
	or	
SOC 100H	Introduction to Sociology - Honors	3
SOC 130	Family Sociology	3

ANTHRO 106H	Biological Anthropology - Honors	3
Choose one General Education Elective Course: (2-3 units)		**Units**
Total Units		**59 - 63**

This is a Gainful Employment Program

Rationale: Adding CD 109 to course list and updating general education classes.
Effective: Fall 2021

CERTIFICATE MODIFICATION

CHILD DEVELOPMENT - TEACHER CERTIFICATE

The Teacher Certificate is designed for individuals working with children in a preschool or childcare setting. The certificate focuses on developing age-appropriate curriculum for the classroom and observation/assessment of children. The Teacher Certificate requires 31 CD units which includes 4 units of CD Practicum/ Field Work with young children plus 16 general education units as specified.

This Certificate meets the course and unit requirement for the Teacher Permit through the California Commission on Teacher Credentialing. Please note that students must also meet the experience requirements of 175 days of 3+ hours per day within 4 years.

Required Courses: (21 units)		**Units**
CD 105	Child Growth and Development	3
	or	
CD 105H	Child Growth and Development-Honors	3
CD 111	Observation and Assessment in Child Development	3
CD 113	Principles and Practices of Teaching Young Children	3
CD 114	Introduction to Curriculum	3
CD 115	Health, Safety and Nutrition	3
CD 126	Child, Family, and the Community	3
CD 138	Teaching in a Diverse Society	3
Choose two (2) curriculum courses from the following list: (6 units)		**Units**
CD 130	Creative Music and Movement for Children	3
CD 133	Creative Science and Math Activities for Children	3
CD 134	Language, Listening and Literature for Children	3
CD 136	Creative Art Experiences for Children	3
CD 137	Play and Materials for Children	3
Required CD Practicum/Field Work experience with children: (4 units)		**Units**
CD 205	Child Development Practicum / Field Experience	4
Additional Recommended Courses:		**Units**
CD 109	Childhood Stress and Trauma	3
CD 185	Infant/Toddler Growth and Development	3
CD 244	Children with Special Needs	3

General Education Requirements: Students must take one course from each of the four general education categories below to meet requirements for the Master Teacher Permit. (16 units minimum)

Arts and Humanities: (3-5 units)		**Units**
ASL 109	American Sign Language I	4
ART 103	Art Appreciation	3
MUS 100	Music Appreciation	3

SPAN 101	College Spanish I	5
	or	
SPAN 101H	College Spanish I - Honors	5
SPAN 102	College Spanish II	5
	or	
SPAN 102H	College Spanish II - Honors	5
THART 100	Introduction to the Theatre	3
English Language Communication: (4 units)		**Units**
COMMST 100	Elements of Public Speaking	3
	or	
COMMST 100H	Elements of Public Speaking - Honors	3
ENGL 101	Freshman Composition	4
	or	
ENGL 101H	Freshman Composition-Honors	4
Natural Science or Mathematics: (4-5 units)		**Units**
ANTHRO 106	Biological Anthropology	3
	or	
ANTHRO 106H	Biological Anthropology - Honors	3
BIOL 100	General Biology	4
GEOG 110	Physical Geography	3
MATH 095	Intermediate Algebra	4
	or	
MATH 096	Elementary and Intermediate Algebra	5
MATH 108	Introduction to Probability and Statistics	4
	or	
PSYCH 105	Statistics for the Behavioral Sciences	4
PSYCH 141	Introduction to Biological Psychology	3
Social and Behavioral Sciences: (3 units)		**Units**
ANTHRO 102	Cultural Anthropology	3
	or	
ANTHRO 102H	Cultural Anthropology - Honors	3
HIST 137	Racial and Ethnic Groups in United States History	3
POLIT 100	American Politics	3
PSYCH 100	General Psychology	3
	or	
PSYCH 100H	General Psychology - Honors	3
SOC 100	Introduction to Sociology	3
	or	
SOC 100H	Introduction to Sociology - Honors	3
SOC 130	Family Sociology	3
Choose one General Education Elective Course: (2-3 units)		**Units**
Total Units		**47 - 51**

This is a Gainful Employment Program

Rationale:	Adding CD 109 to course list and updating general education classes.
Effective:	Fall 2021

CERTIFICATE MODIFICATION

CSU GE-BREADTH CERTIFICATE

The CSU GE-Breadth certificate of achievement is intended for students who are planning to transfer their lower-division transferable general education and major preparation courses from SBVC to a campus in the California State University (CSU) system. It may also be accepted by some private/independent or out of state universities. Successful completion of the CSU GE-Breadth certificate requires an overall grade point average (GPA) of at least a 2.0.

Students are strongly advised to meet with a counselor early to discuss their transfer plans, as completion of the CSU GE-Breadth does not guarantee admission to a specific campus within the CSU system, nor does it guarantee admission to a specific major. Students are required to have a minimum total of 60 transferable units that include a combination of general education and major preparation courses.

Area A: English Language, Communication and Critical Thinking
Three courses required; minimum 9 semester units total

		Units
A1: Oral Communication		
One course required, minimum 3 semester units		
		Units
COMMST 100	Elements of Public Speaking	3
COMMST 100H	Elements of Public Speaking - Honors	3
COMMST 111	Interpersonal Communication	3
COMMST 140	Small Group Communication	3
A2: Written Communication		
One course required, minimum 3 semester units		
		Units
ENGL 101	Freshman Composition	4
ENGL 101H	Freshman Composition-Honors	4
A3: Critical Thinking		
One course required, minimum 3 semester units		
		Units
COMMST 125	Critical Thinking Through Argumentation and Debate	3
ENGL 102	Intermediate Composition and Critical Thinking	4
ENGL 102H	Intermediate Composition and Critical Thinking - Honors	4
PHIL 102	Critical Thinking and Writing	3
PHIL 103	Introduction to Logic: Argument and Evidence	3
READ 102	Critical Reading as Critical Thinking	3

Area B: Scientific Inquiry and Quantitative Reasoning
Three courses required, minimum 9 semester units total
One course from B1 and one course from B2; one of these courses must include a laboratory **Units**
One course from B4

B1:Physical Science
One course required

Units

ASTRON 120	Introduction to Astronomy	3
ASTRON 125	Astronomy Laboratory	1
CHEM 101	Introductory Chemistry	4
CHEM 104	Introduction to Organic Chemistry and Biochemistry	4
CHEM 105	Introduction to General, Organic and Biochemistry	5
CHEM 150	General Chemistry I	5
CHEM 151	General Chemistry II	5
CHEM 212	Organic Chemistry I	4
CHEM 213	Organic Chemistry II	4
ENVT 100	Introduction to Environmental Science	3
GEOG 110	Physical Geography	3
GEOG 111	Physical Geography Laboratory	1
GEOG 111H	Physical Geography Laboratory - Honors	1
GEOG 114	Weather and Climate	4
GEOL 101	Introduction to Physical Geology	3
GEOL 111	Introduction to Physical Geology Laboratory	1
GEOL 112	Historical Geology	4
GEOL 122	Environmental Geology	3
GEOL 250	Geology of California	3
GEOL 251	Geology of National Parks and Monuments	3
OCEAN 101	Elements of Oceanography	3
OCEAN 111	Elements of Oceanography Laboratory	1
PHYSIC 101	Introductory Physics	4
PHYSIC 151	General Physics for the Life Sciences I	4
PHYSIC 152	General Physics for the Life Sciences II	4
PHYSIC 202	Physics I	4
PHYSIC 203	Physics II	4
PHYSIC 204	Physics III	4

B2: Life Science
One course required

		Units
ANTHRO 106	Biological Anthropology	3
ANTHRO 106H	Biological Anthropology - Honors	3
ANTHRO 106L	Biological Anthropology Laboratory	1
BIOL 100	General Biology	4
BIOL 102	Human Biology	3
BIOL 104	Human Ecology	3
BIOL 109	History of Life	4
BIOL 109H	History of Life - Honors	4
BIOL 141	Genetics	3
BIOL 155	Introductory Anatomy and Physiology	4
BIOL 205	Cell and Molecular Biology	4
BIOL 206	Organismal Biology	4
BIOL 207	Evolutionary Ecology	4
BIOL 250	Human Anatomy and Physiology I	4
BIOL 251	Human Anatomy and Physiology II	4

BIOL 260	Human Anatomy	4
BIOL 261	Human Physiology	4
BIOL 270	Microbiology	5
PSYCH 141	Introduction to Biological Psychology	3

B3: Laboratory Activity
The requirement is satisfied by completion of any course in B1 or B2 with a laboratory.

		Units

B4: Mathematics/Quantitative Reasoning
One course required; a minimum grade of "C-" is required

		Units
ECON 208	Business and Economic Statistics	4
MATH 102	College Algebra	4
MATH 103	Plane Trigonometry	4
MATH 108	Introduction to Probability and Statistics	4
MATH 115	Ideas of Mathematics	3
MATH 141	Business Calculus	4
MATH 151	Precalculus	4
MATH 250	Single Variable Calculus I	4
MATH 251	Single Variable Calculus II	4
MATH 252	Multivariable Calculus	5
MATH 265	Linear Algebra	4
MATH 266	Ordinary Differential Equations	4
PSYCH 105	Statistics for the Behavioral Sciences	4

Area C: Arts and Humanities
Three courses required; minimum 3 semester units each **Units**
One course must be from C1 and one course from C2

C1: Arts
One course required

		Units
ANTHRO 109	Visual Culture and Art	3
ARCH 145	History of Architecture: Early Design through Gothic	3
ARCH 145H	History of Architecture: Early Design through Gothic - Honors	3
ARCH 146	History of Architecture: Renaissance through Modern	3
ARCH 146H	Architecture History: Renaissance to Modern - Honors	3
ART 100	Art History: The Stone Age to the Middle Ages	3
ART 102	Art History: Renaissance to Present	3
ART 102H	Art History: Renaissance to Present - Honors	3
ART 103	Art Appreciation	3
ART 105	History of Modern Art	3
ART 107	Art History: Africa, Oceania and the Americas	3
ART 108	Art of Mexico and Mesoamerica	3
DANCE 200	Dance History and Appreciation	3
MUS 100	Music Appreciation	3
MUS 101	Music Theory I: Fundamentals	3

MUS 102	Music Theory II: Scales and Modes	3
MUS 104	History of Rock and Roll	3
MUS 105	American Popular Music	3
MUS 106	History of Jazz	3
MUS 107	Music of the World	3
MUS 108	History of Hip Hop Music	3
MUS 121	Music History and Literature-Middle Ages through Baroque	3
MUS 121H	Music History and Literature - Middle Ages through Baroque - Honors	3
MUS 122	Music History and Literature - Classic through Contemporary	3
MUS 122H	Music History and Literature - Classic through Contemporary - Honors	3
FTVM 102	Introduction to Media Aesthetics and Cinematic Arts	3
THART 100	Introduction to the Theatre	3
THART 105	Script Analysis	3

C2: Humanities
One course required

		Units
ANTHRO 108	North American Indians	3
ANTHRO 110	Magic, Witchcraft, and Religion	3
ARAB 101	College Arabic I	5
ARAB 102	College Arabic II	5
ASL 109	American Sign Language I	4
ASL 110	American Sign Language II	4
ASL 111	American Sign Language III	4
ASL 112	American Sign Language IV	4
CHIN 101	College Mandarin Chinese I	5
CHIN 102	College Mandarin Chinese II	5
ENGL 140	Exploring the World of Science Fiction	3
ENGL 141	Mystery and Detective Fiction	3
ENGL 151	Freshman Composition and Literature	3
ENGL 151H	Freshman Composition and Literature-Honors	3
ENGL 153	Literature and Film	3
ENGL 155	Children's Literature	3
ENGL 161	Women Writers	3
ENGL 163	Chicano Literature	3
ENGL 165	African-American Literature	3
ENGL 175	The Literature and Religion of the Bible	3
ENGL 232	Creative Writing	3
ENGL 260	American Literature to Mid 19th Century	3
ENGL 261	American Literature from 1865 to Present	3
ENGL 270	English Literature: Middle Ages to 18th Century	3
ENGL 270H	English Literature: Middle Ages to 18th Century-Honors	3
ENGL 271	English Literature: 18th Century to Present	3
ENGL 271H	English Literature: 18th Century to Present-Honors	3
ENGL 275	Shakespeare	3
ENGL 280	World Literature to 17th Century	3
ENGL 281	World Literature 17th Century to Present	3

FRENCH 101	College French I	5
FRENCH 102	College French II	5
HIST 100	United States History to 1877	3
HIST 100H	United States History to 1877 - Honors	3
HIST 101	United States History: 1865 to Present	3
HIST 101H	United States History: 1865 to Present - Honors	3
HIST 107	Native American History	3
HIST 137	Racial and Ethnic Groups in United States History	3
HIST 138	African-American History to 1877	3
HIST 139	African-American History 1877 to Present	3
HIST 140	Chicano History	3
HIST 145	History of California	3
HIST 150	Introduction to Latin American History	3
HIST 170	World History to 1500	3
HIST 171	World History Since 1500	3
HIST 176	Comparative History of Genocide and War Crimes	3
PHIL 101	Introduction to Philosophy	3
PHIL 101H	Introduction to Philosophy - Honors	3
PHIL 105	Introduction to Ethics	3
PHIL 112	Philosophy in Literature	3
PHIL 180	Death and Dying	3
RELIG 100	Introduction to Religious Studies	3
RELIG 100H	Introduction to Religious Studies-Honors	3
RELIG 101	Introduction to World Religions	3
RELIG 110	Magic, Witchcraft, and Religion	3
RELIG 135	Religion in America	3
RELIG 150	Introduction to Mythology	3
RELIG 175	The Literature and Religion of the Bible	3
RELIG 176	Jesus and His Interpreters	3
RELIG 180	Death and Dying	3
SPAN 101	College Spanish I	5
SPAN 101H	College Spanish I - Honors	5
SPAN 102	College Spanish II	5
SPAN 102H	College Spanish II - Honors	5
SPAN 103	College Spanish III	4
SPAN 103H	College Spanish III - Honors	4
SPAN 104	College Spanish IV	4
SPAN 157	Spanish for Heritage Speakers I	4
SPAN 158	Spanish for Heritage Speakers II	4

Area D: Social Sciences
Three courses required, minimum 3 semester units each **Units**
Courses must be from at least two disciplines

		Units
ANTHRO 100	Introduction to Archaeology	3
ANTHRO 102	Cultural Anthropology	3
ANTHRO 102H	Cultural Anthropology - Honors	3

ANTHRO 103	Anthropology of Food	3
ANTHRO 106	Biological Anthropology	3
ANTHRO 106H	Biological Anthropology - Honors	3
ANTHRO 108	North American Indians	3
ANTHRO 109	Visual Culture and Art	3
ANTHRO 110	Magic, Witchcraft, and Religion	3
ANTHRO 125	Language and Culture	3
CD 105	Child Growth and Development	3
CD 105H	Child Growth and Development-Honors	3
CD 108	Early Childhood Development	3
CD 126	Child, Family, and the Community	3
COMMST 135	Mass Media and Society	3
COMMST 174	Intercultural Communication	3
COMMST 176	Gender Differences in Communication	3
ECON 100	Introduction to Economics	3
ECON 200	Principles of Macroeconomics	3
ECON 200H	Principles of Macroeconomics - Honors	3
ECON 201	Principles of Microeconomics	3
ECON 201H	Principles of Microeconomics - Honors	3
GEOG 102	Cultural Geography	3
GEOG 106	Geographic Perspectives on the Environment	3
GEOG 118	California Geography	3
GEOG 120	World Regional Geography	3
HIST 100	United States History to 1877	3
HIST 100H	United States History to 1877 - Honors	3
HIST 101	United States History: 1865 to Present	3
HIST 101H	United States History: 1865 to Present - Honors	3
HIST 107	Native American History	3
HIST 137	Racial and Ethnic Groups in United States History	3
HIST 138	African-American History to 1877	3
HIST 139	African-American History 1877 to Present	3
HIST 140	Chicano History	3
HIST 145	History of California	3
HIST 150	Introduction to Latin American History	3
HIST 170	World History to 1500	3
HIST 171	World History Since 1500	3
HIST 176	Comparative History of Genocide and War Crimes	3
KIN 202	History of Physical Education and Sport in the United States	3
PHIL 180	Death and Dying	3
POLIT 100	American Politics	3
POLIT 110	Introduction to Political Theory	3
POLIT 110H	Introduction to Political Theory Honors	3
POLIT 140	Introduction to Comparative Politics	3
POLIT 141	Introduction to World Politics	3
POLIT 141H	Introduction to World Politics - Honors	3
PSYCH 100	General Psychology	3
PSYCH 100H	General Psychology - Honors	3

PSYCH 102	Personal and Social Adjustment	3
PSYCH 110	Abnormal Psychology	3
PSYCH 111	Developmental Psychology: Lifespan	3
PSYCH 112	Developmental Psychology: Child and Adolescent Psychology	3
PSYCH 118	Human Sexual Behavior	3
RELIG 110	Magic, Witchcraft, and Religion	3
RELIG 135	Religion in America	3
RELIG 180	Death and Dying	3
FTVM 101	Introduction to Electronic Media	3
SOC 100	Introduction to Sociology	3
SOC 100H	Introduction to Sociology - Honors	3
SOC 110	Social Problems	3
SOC 110H	Social Problems - Honors	3
SOC 120	Health and Social Justice	3
SOC 130	Family Sociology	3
SOC 135	Introduction to Crime	3
SOC 141	Race and Ethnic Relations	3
SOC 145	Sociology of Gender	3
SOC 150	Aging and the Life Course	3

Area E: Lifelong Learning and Self-Development
Minimum three semester units required
Former military personnel with a DD-214 will receive three units of credit to apply to this area.

		Units
BIOL 140	Biology of Sexually Transmitted Diseases	2
BUSAD 108	Personal Finance, Investments and Estate Planning	3
CD 101	Parent-Child Interaction	3
CD 105	Child Growth and Development	3
CD 105H	Child Growth and Development-Honors	3
CD 126	Child, Family, and the Community	3
FN 162	Introduction to Food and Nutrition	3
GEOG 106	Geographic Perspectives on the Environment	3
HEALTH 101	Health Education	3
HEALTH 103	Introduction to Holistic Health	3
KIN 236	Stress Management and Wellness	3
PSYCH 100	General Psychology	3
PSYCH 100H	General Psychology - Honors	3
PSYCH 102	Personal and Social Adjustment	3
PSYCH 111	Developmental Psychology: Lifespan	3
PSYCH 118	Human Sexual Behavior	3
SDEV 102	Pathways for College and Life Success	3
SDEV 103	Career Exploration and Life Planning	3
SOC 130	Family Sociology	3
SOC 150	Aging and the Life Course	3

Activity Course
One semester unit allowed to count toward Area E

		Units
DANCE 101A	Beginning Modern Dance	2
DANCE 101B	Beginning/Intermediate Modern Dance	2
DANCE 102A	Intermediate Modern Dance	2
DANCE 102B	Intermediate/Advanced Modern Dance	2
DANCE 103A	Beginning Ballet	2
DANCE 103B	Beginning/Intermediate Ballet	2
DANCE 105A	Beginning Jazz Dance	2
DANCE 105B	Beginning/Intermediate Jazz Dance	2
DANCE 106A	Intermediate Jazz Dance	2
DANCE 106B	Intermediate/Advanced Jazz Dance	2
DANCE 107x2	Beginning Tap Dance	2
DANCE 114X4	Dance Rehearsal and Performance	4
DANCE 206X4	Dance Production	4
KINA: Adapted (All courses)		1
KINF: Fitness (All courses)		1
KINS: Sports (All courses)		1
KINX: Athletics (All courses)		1

CSU Graduation Requirement: U.S. History, Constitution and American Ideals **Any combination of one course from EACH group below will normally fulfill this requirement.** **Courses may double count in areas C2 and/or D.**	**Units**
Group 1: POLIT 100	0
Group 2: HIST 100/100H, HIST 101/101H, HIST 137, HIST 139, HIST 140	
Total Units	**39**

Rationale: Updated to remove deleted, modified, and approved CSU GE- Breadth courses that are effective fall 2020.
Effective: Fall 2020

CERTIFICATE MODIFICATION

DIETETIC AIDE CERTIFICATE

This program is designed to prepare students for entry level employment in a designated unit or department in health care, community care, school food service, or health and community directed programs of nutrition services. These services are often provided for the elderly and infants or children.

REQUIRED COURSES:		**Units**
CULART 225	Sanitation and Safety	3
CULART 240	Procurement, Purchasing and Selection	3
FN 060	Modified Diets	3
FN 064	Nutrition Management	3
FN 162	Introduction to Food and Nutrition	3
FN 098	Food and Nutrition Work Experience	1 - 4
HOSP 160	Culinary Production and Kitchen Operations	3
Total Units		**19 - 22**

This is a Gainful Employment Program

Rationale: Updating HOSP 160.
Effective: Fall 2021

CERTIFICATE MODIFICATION

DIETETIC SERVICE SUPERVISOR CERTIFICATE

Students receive education and training for entry level management positions in a food service department within a health care facility, community care or school food service organizations. Supervisors write menus, design diets, teach classes to food service personnel and give instruction on individual diets.

REQUIRED COURSES:		**Units**
CULART 050	Healthy Cooking and Special Diets	3
CULART 225	Sanitation and Safety	3
CULART 201	Management of Human Resources in Hospitality	3
CULART 161	Quantity Food Preparation	6
FN 162	Introduction to Food and Nutrition	3
FN 060	Modified Diets	3
FN 064	Nutrition Management	3
FN 098	Food and Nutrition Work Experience	1 - 4
HOSP 160	Culinary Production and Kitchen Operations	3
Total Units		**28 - 31**

This is a Gainful Employment Program

Rationale: Updating HOSP 160.
Effective: Fall 2021

CERTIFICATE MODIFICATION

ENGINE PERFORMANCE CERTIFICATE

This certificate is designed to prepare students for entry level work as an engine performance specialist, diagnostic technician, or a state certified Smog check and repair technician. Students will become familiar with computer systems, hybrid and electrical systems, basic engine diagnosis, emissions repair, and the Smog certification test.

REQUIRED COURSES:		**Units**
AUTO 010	Introduction to Hybrid and Electric Vehicle Technology	4
AUTO 064	Auto/Truck Electrical Systems	4
	or	
HMDT 064	Auto/Truck Electrical Systems	4
AUTO 066	ASE Alternative A-6, A-8, L-1 Prep or Certificate	4
AUTO 067	Engine and Emission Control Fundamentals	4
AUTO 068	Engine Performance - Ignition Systems	5
AUTO 069	Engine Performance - Fuel and Exhaust Systems	5
Students must complete one of the following or assess into MATH 096 or higher:		
MATH 962	Arithmetic and Prealgebra	5
TECALC 087	Technical Calculations	4
Total Units		**26-31**

This is a Gainful Employment Program

Rationale: Updating DIESEL 064 to HMDT 064
Effective: Fall 2020

CERTIFICATE MODIFICATION

FOOD PREPARATION CERTIFICATE

The Food Preparation Certificate is designed to prepare students for employment in food preparation, production, and food services management. Students will be taught, in a laboratory setting, all facets of the food service industry: from knife skills and sauce-making to menu-planning and artful plating. In addition, classroom learning will highlight food industry business operations and management.

REQUIRED COURSES:		**Units**
CULART 010	Restaurant Service and Catering I	6
CULART 011	Restaurant Service and Catering II	6
CULART 012	Food Truck Restaurant and Catering Services	6
CULART 080	Small Business and Catering Management	6
CULART 161	Quantity Food Preparation	6
CULART 225	Sanitation and Safety	3
CULART 240	Procurement, Purchasing and Selection	3
CULART 250	Food, Wine and Beverage Service Concepts	3
HOSP 100	Introduction to Hospitality and Customer Service	3
HOSP 160	Culinary Production and Kitchen Operations	3
Total Units		**45**

This is a Gainful Employment Program

Rationale: Updating units and titles.
Effective: Fall 2021

CERTIFICATE MODIFICATION

FOOD SERVICE CERTIFICATE

The Food Service Certificate is designed for students interested in employment at commercial restaurants, institutions, health care facilities, school food services, and related food service industries.

REQUIRED COURSES:		**Units**
CULART 225	Sanitation and Safety	3
BUSAD 100	Introduction to Business	3
CULART 161	Quantity Food Preparation	6
CULART 201	Management of Human Resources in Hospitality	3
CULART 240	Procurement, Purchasing and Selection	3
CULART 250	Food, Wine and Beverage Service Concepts	3
HOSP 100	Introduction to Hospitality and Customer Service	3
HOSP 120	Hospitality Cost Control	3
HOSP 160	Culinary Production and Kitchen Operations	3
Total Units		**30**

This is a Gainful Employment Program

Rationale: Updating units and titles.
Effective: Fall 2021

CERTIFICATE MODIFICATION

HOSPITALITY CERTIFICATE

The Hospitality Certificate is designed for students interested in employment at commercial restaurants, institutions, health care facilities, school food services, and related food service industries at the middle management level.

REQUIRED COURSES:		**Units**
CULART 225	Sanitation and Safety	3
CULART 010	Restaurant Service and Catering I	6
CULART 011	Restaurant Service and Catering II	6
CULART 012	Food Truck Restaurant and Catering Services	6
CULART 080	Small Business and Catering Management	6
CULART 161	Quantity Food Preparation	6
CULART 201	Management of Human Resources in Hospitality	3
CULART 240	Procurement, Purchasing and Selection	3
CULART 250	Food, Wine and Beverage Service Concepts	3
CULART 275	Food, Beverage and Labor Cost Control	3
HOSP 100	Introduction to Hospitality and Customer Service	3
HOSP 130	Hospitality Food and Beverage Management	3
HOSP 160	Culinary Production and Kitchen Operations	3
Total Units		**54**

This is a Gainful Employment Program

Rationale: Formerly Culinary Arts Certificate. Updating units and titles.
Effective: Fall 2021

CERTIFICATE MODIFICATION

IGETC CERTIFICATE

The Intersegmental General Education Transfer Curriculum (IGETC) certificate of achievement is intended for students who are planning to transfer their lower-division transferable general education and major preparation courses from SBVC to a campus in the California State University (CSU) or University of California (UC) system. It may also be accepted by some private/independent or out of state universities. The course requirements for all areas in IGETC must be completed with a grade of "C" or higher.

Students are strongly advised to meet with a counselor early to discuss their transfer plans, as completion of the IGETC certificate does not guarantee admission to a specific campus within the CSU or UC system, nor does it guarantee acceptance into a specific major. Students are required to have a minimum total of 60 transferable units that include a combination of general education and major preparation courses.

Area 1: English Communication
CSU: Three courses required, one from each group below **Units**
UC: Two courses required, one each from 1A and 1B

1A: English Composition
One course required, minimum 3 semester units

		Units
ENGL 101	Freshman Composition	4
ENGL 101H	Freshman Composition-Honors	4

1B: Critical Thinking/English Composition
One course required, minimum 3 semester units

		Units
ENGL 102	Intermediate Composition and Critical Thinking	4
ENGL 102H	Intermediate Composition and Critical Thinking - Honors	4
PHIL 102	Critical Thinking and Writing	3

1C: Oral Communication (CSU ONLY)
One course required, minimum 3 semester units

		Units
COMMST 100	Elements of Public Speaking	3
COMMST 100H	Elements of Public Speaking - Honors	3
COMMST 111	Interpersonal Communication	3
COMMST 140	Small Group Communication	3

Area 2: Mathematical Concepts and Quantitative Reasoning
One course required, minimum 3 semester units

		Units
ECON 208	Business and Economic Statistics	4
MATH 102	College Algebra	4
MATH 108	Introduction to Probability and Statistics	4
MATH 115	Ideas of Mathematics	3
MATH 141	Business Calculus	4
MATH 151	Precalculus	4
MATH 250	Single Variable Calculus I	4
MATH 251	Single Variable Calculus II	4
MATH 252	Multivariable Calculus	5
MATH 265	Linear Algebra	4
MATH 266	Ordinary Differential Equations	4
PSYCH 105	Statistics for the Behavioral Sciences	4

Area 3: Arts and Humanities
Three courses required, minimum 3 semester units each
One course must be from 3A and one course from 3B

3A: Arts
One course required

		Units
ANTHRO 109	Visual Culture and Art	3
ARCH 145	History of Architecture: Early Design through Gothic	3
ARCH 145H	History of Architecture: Early Design through Gothic - Honors	3
ARCH 146	History of Architecture: Renaissance through Modern	3
ARCH 146H	Architecture History: Renaissance to Modern - Honors	3
ART 100	Art History: The Stone Age to the Middle Ages	3
ART 102	Art History: Renaissance to Present	3
ART 102H	Art History: Renaissance to Present - Honors	3
ART 103	Art Appreciation	3
ART 105	History of Modern Art	3

ART 107	Art History: Africa, Oceania and the Americas	3
ART 108	Art of Mexico and Mesoamerica	3
DANCE 200	Dance History and Appreciation	3
FTVM 102	Introduction to Media Aesthetics and Cinematic Arts	3
MUS 100	Music Appreciation	3
MUS 101	Music Theory I: Fundamentals	3
MUS 102	Music Theory II: Scales and Modes	3
MUS 104	History of Rock and Roll	3
MUS 105	American Popular Music	3
MUS 106	History of Jazz	3
MUS 107	Music of the World	3
MUS 108	History of Hip Hop Music	3
MUS 121	Music History and Literature-Middle Ages through Baroque	3
MUS 121H	Music History and Literature - Middle Ages through Baroque - Honors	3
MUS 122	Music History and Literature - Classic through Contemporary	3
MUS 122H	Music History and Literature - Classic through Contemporary - Honors	3
THART 100	Introduction to the Theatre	3
THART 105	Script Analysis	3

3B: Humanities
One course required

		Units
ARAB 102	College Arabic II	5
ANTHRO 108	North American Indians	3
ANTHRO 110	Magic, Witchcraft, and Religion	3
ASL 111	American Sign Language III	4
ASL 112	American Sign Language IV	4
ENGL 140	Exploring the World of Science Fiction	3
ENGL 141	Mystery and Detective Fiction	3
ENGL 151	Freshman Composition and Literature	3
ENGL 151H	Freshman Composition and Literature-Honors	3
ENGL 153	Literature and Film	3
ENGL 155	Children's Literature	3
ENGL 161	Women Writers	3
ENGL 163	Chicano Literature	3
ENGL 165	African-American Literature	3
ENGL 175	The Literature and Religion of the Bible	3
ENGL 260	American Literature to Mid 19th Century	3
ENGL 261	American Literature from 1865 to Present	3
ENGL 270	English Literature: Middle Ages to 18th Century	3
ENGL 270H	English Literature: Middle Ages to 18th Century-Honors	3
ENGL 271	English Literature: 18th Century to Present	3
ENGL 271H	English Literature: 18th Century to Present-Honors	3
ENGL 275	Shakespeare	3
ENGL 280	World Literature to 17th Century	3

ENGL 281	World Literature 17th Century to Present	3
FRENCH 102	College French II	5
HIST 100	United States History to 1877	3
HIST 100H	United States History to 1877 - Honors	3
HIST 101	United States History: 1865 to Present	3
HIST 101H	United States History: 1865 to Present - Honors	3
HIST 107	Native American History	3
HIST 137	Racial and Ethnic Groups in United States History	3
HIST 138	African-American History to 1877	3
HIST 139	African-American History 1877 to Present	3
HIST 140	Chicano History	3
HIST 145	History of California	3
HIST 150	Introduction to Latin American History	3
HIST 170	World History to 1500	3
HIST 171	World History Since 1500	3
HIST 176	Comparative History of Genocide and War Crimes	3
PHIL 101	Introduction to Philosophy	3
PHIL 101H	Introduction to Philosophy - Honors	3
PHIL 105	Introduction to Ethics	3
PHIL 112	Philosophy in Literature	3
PHIL 180	Death and Dying	3
RELIG 100	Introduction to Religious Studies	3
RELIG 100H	Introduction to Religious Studies-Honors	3
RELIG 101	Introduction to World Religions	3
RELIG 110	Magic, Witchcraft, and Religion	3
RELIG 135	Religion in America	3
RELIG 150	Introduction to Mythology	3
RELIG 175	The Literature and Religion of the Bible	3
RELIG 176	Jesus and His Interpreters	3
RELIG 180	Death and Dying	3
SPAN 102	College Spanish II	5
SPAN 102H	College Spanish II - Honors	5
SPAN 103	College Spanish III	4
SPAN 103H	College Spanish III - Honors	4
SPAN 104	College Spanish IV	4
SPAN 157	Spanish for Heritage Speakers I	4
SPAN 158	Spanish for Heritage Speakers II	4

Area 4: Social and Behavioral Sciences
Three courses required, minimum 3 semester units each **Units**
Courses must be from at least two disciplines

4A:Anthropology and Archaeology

		Units
ANTHRO 100	Introduction to Archaeology	3
ANTHRO 102	Cultural Anthropology	3
ANTHRO 102H	Cultural Anthropology - Honors	3

ANTHRO 103	Anthropology of Food	3
ANTHRO 106	Biological Anthropology	3
ANTHRO 106H	Biological Anthropology - Honors	3
ANTHRO 108	North American Indians	3
ANTHRO 109	Visual Culture and Art	3
ANTHRO 110	Magic, Witchcraft, and Religion	3
ANTHRO 125	Language and Culture	3
RELIG 110	Magic, Witchcraft, and Religion	3

4B: Economics

		Units
ECON 100	Introduction to Economics	3
ECON 200	Principles of Macroeconomics	3
ECON 200H	Principles of Macroeconomics - Honors	3
ECON 201	Principles of Microeconomics	3
ECON 201H	Principles of Microeconomics - Honors	3

4C: Ethnic Studies

		Units
HIST 107	Native American History	3
HIST 137	Racial and Ethnic Groups in United States History	3
HIST 138	African-American History to 1877	3
HIST 139	African-American History 1877 to Present	3
HIST 145	History of California	3
SOC 145	Sociology of Gender	3

4D: Gender Studies

		Units
COMMST 176	Gender Differences in Communication	3

4E: Geography

		Units
GEOG 102	Cultural Geography	3
GEOG 106	Geographic Perspectives on the Environment	3
GEOG 118	California Geography	3
GEOG 120	World Regional Geography	3

4F: History

		Units
HIST 100	United States History to 1877	3
HIST 100H	United States History to 1877 - Honors	3
HIST 101	United States History: 1865 to Present	3
HIST 101H	United States History: 1865 to Present - Honors	3
HIST 107	Native American History	3
HIST 137	Racial and Ethnic Groups in United States History	3
HIST 138	African-American History to 1877	3
HIST 139	African-American History 1877 to Present	3

HIST 140	Chicano History	3
HIST 145	History of California	3
HIST 150	Introduction to Latin American History	3
HIST 170	World History to 1500	3
HIST 171	World History Since 1500	3
HIST 176	Comparative History of Genocide and War Crimes	3
KIN 202	History of Physical Education and Sport in the United States	3

4G: Interdisciplinary Social and Behavioral Science

		Units
CD 105	Child Growth and Development	3
CD 105H	Child Growth and Development-Honors	3
CD 126	Child, Family, and the Community	3
COMMST 135	Mass Media and Society	3
COMMST 174	Intercultural Communication	3
COMMST 176	Gender Differences in Communication	3
FTVM 101	Introduction to Electronic Media	3
PHIL 180	Death and Dying	3
RELIG 180	Death and Dying	3

4H: Political Science

		Units
POLIT 100	American Politics	3
POLIT 110	Introduction to Political Theory	3
POLIT 110H	Introduction to Political Theory Honors	3
POLIT 140	Introduction to Comparative Politics	3
POLIT 141	Introduction to World Politics	3
POLIT 141H	Introduction to World Politics - Honors	3

4I: Psychology

		Units
CD 108	Early Childhood Development	3
PSYCH 100	General Psychology	3
PSYCH 100H	General Psychology - Honors	3
PSYCH 102	Personal and Social Adjustment	3
PSYCH 110	Abnormal Psychology	3
PSYCH 111	Developmental Psychology: Lifespan	3
PSYCH 112	Developmental Psychology: Child and Adolescent Psychology	3
PSYCH 118	Human Sexual Behavior	3

4J: Sociology and Criminology

		Units
SOC 100	Introduction to Sociology	3
SOC 100H	Introduction to Sociology - Honors	3
SOC 110	Social Problems	3
SOC 110H	Social Problems - Honors	3
SOC 120	Health and Social Justice	3

SOC 130	Family Sociology	3
SOC 135	Introduction to Crime	3
SOC 141	Race and Ethnic Relations	3
SOC 145	Sociology of Gender	3
SOC 150	Aging and the Life Course	3

Area 5: Physical and Biological Sciences
Two courses required, minimum 7 semester units total
1 course from 5A and 1 course from 5B
One course must include a laboratory

		Units

5A: Physical Science
One course required

		Units
ASTRON 120	Introduction to Astronomy	3
ASTRON 125	Astronomy Laboratory	1
CHEM 101	Introductory Chemistry	4
CHEM 104	Introduction to Organic Chemistry and Biochemistry	4
CHEM 105	Introduction to General, Organic and Biochemistry	5
CHEM 150	General Chemistry I	5
CHEM 151	General Chemistry II	5
CHEM 212	Organic Chemistry I	4
CHEM 213	Organic Chemistry II	4
ENVT 100	Introduction to Environmental Science	3
GEOG 110	Physical Geography	3
GEOG 111	Physical Geography Laboratory	1
GEOG 111H	Physical Geography Laboratory - Honors	1
GEOG 114	Weather and Climate	4
GEOL 101	Introduction to Physical Geology	3
GEOL 111	Introduction to Physical Geology Laboratory	1
GEOL 112	Historical Geology	4
GEOL 122	Environmental Geology	3
GEOL 250	Geology of California	3
GEOL 251	Geology of National Parks and Monuments	3
OCEAN 101	Elements of Oceanography	3
OCEAN 111	Elements of Oceanography Laboratory	1
PHYSIC 101	Introductory Physics	4
PHYSIC 151	General Physics for the Life Sciences I	4
PHYSIC 152	General Physics for the Life Sciences II	4
PHYSIC 202	Physics I	4
PHYSIC 203	Physics II	4
PHYSIC 204	Physics III	4

5B: Biological Science
One course required

		Units
ANTHRO 106	Biological Anthropology	3

ANTHRO 106H	Biological Anthropology - Honors	3
ANTHRO 106L	Biological Anthropology Laboratory	1
BIOL 100	General Biology	4
BIOL 102	Human Biology	3
BIOL 104	Human Ecology	3
BIOL 109	History of Life	4
BIOL 109H	History of Life - Honors	4
BIOL 141	Genetics	3
BIOL 205	Cell and Molecular Biology	4
BIOL 206	Organismal Biology	4
BIOL 207	Evolutionary Ecology	4
BIOL 250	Human Anatomy and Physiology I	4
BIOL 251	Human Anatomy and Physiology II	4
BIOL 260	Human Anatomy	4
BIOL 261	Human Physiology	4
BIOL 270	Microbiology	5
PSYCH 141	Introduction to Biological Psychology	3

Area 6A: Language Other Than English (LOTE)
UC Requirement ONLY
Proficiency equivalent to 2 years of H.S. in the same language
OR Complete one of the courses listed below

		Units
ARAB 101	College Arabic I	5
ARAB 102	College Arabic II	5
ASL 109	American Sign Language I	4
CHIN 101	College Mandarin Chinese I	5
CHIN 102	College Mandarin Chinese II	5
FRENCH 101	College French I	5
SPAN 101	College Spanish I	5
SPAN 101H	College Spanish I - Honors	5
SPAN 102	College Spanish II	5
SPAN 102H	College Spanish II - Honors	5
SPAN 157	Spanish for Heritage Speakers I	4

CSU Graduation Requirement (not required for IGETC Certification):
U.S. History, Constitution and American Ideals
Any combination of one course from EACH group below will normally fulfill this requirement.
Courses may double count in areas 3B and/or 4.
Group 1: POLIT 100
Group 2: HIST 100/100H, HIST 101/101H, HIST 137, HIST 139, HIST 140

	Units
Total Units	**37 - 39**

Rationale: Removed CHEM 104H, CHEM 110, CHEM 150H, CHEM 151H, CHEM 212H, CHEM 213H, PS 101 courses because the department has deleted them effective fall 2020.

Effective: Fall 2020

CERTIFICATE MODIFICATION

POST-PRODUCTION CERTIFICATE

The Post-Production certificate is designed to prepare students for career paths in the post-production of film, TV, and electronic media. This certificate covers areas of audio engineering, audio recording, video editing, effects, and color correction.

REQUIRED COURSES:		**Units**
FTVM 101	Introduction to Electronic Media	3
FTVM 112	Field Audio Production	3
FTVM 114	Editing I	3
FTVM 213	Audio Studio Operations	3
FTVM 215	Editing II	3
Total Units		**15**

Rationale: Updating course titles.
Effective: Fall 2021

CERTIFICATE MODIFICATION

PREVENTATIVE MAINTENANCE TECHNICIAN CERTIFICATE

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

REQUIRED COURSES:		**Units**
AUTO 050	Automotive Brakes	4
AUTO 052	Automotive Suspension and Steering	4
AUTO 064	Auto/Truck Electrical Systems	4
	or	
HMDT 064	Auto/Truck Electrical Systems	4
AUTO 065	Electrical Systems Diagnosis and Repair	5
AUTO 084	General Automotive Technology	4
Students must complete one of the following or assess into MATH 096 or higher:		
MATH 962	Arithmetic and Prealgebra	5
TECALC 087	Technical Calculations	4
Total Units		**21 - 26**

This is a Gainful Employment Program

Rationale: DIESEL 064 to HMDT 064.
Effective: Fall 2020

CERTIFICATE MODIFICATION

PRODUCTION CERTIFICATE

The production certificate is designed to prepare students for career paths in film, tv, and media production. It emphasizes production of short narrative, documentary, and long form media content. Note: Students who wish to pursue the Associates in Media Production the department advises students to take FTVM 102.

REQUIRED COURSES:		Units
FTVM 111	Studio Audio Production	3
FTVM 130	Survey of TV Studio and Film Production	3
FTVM 131	Cinematography	3
FTVM 132	Commercial Video Production	3
	or	
FTVM 110	Audio Performance	3
FTVM 234	Short Film Production	3
	or	
FTVM 235	Cinema Production	3
Total Units		**15**

Rationale: Updating course titles.
Effective: Fall 2021

CERTIFICATE MODIFICATION

RESTAURANT SERVICE CERTIFICATE

The Restaurant Service Certificate is designed to prepare students for employment in the front-of-the-house of the restaurant/hospitality industry as fine dining servers and first-line supervisors.

REQUIRED COURSES:		Units
CULART 010	Restaurant Service and Catering I	6
CULART 011	Restaurant Service and Catering II	6
CULART 225	Sanitation and Safety	3
CULART 240	Procurement, Purchasing and Selection	3
CULART 250	Food, Wine and Beverage Service Concepts	3
HOSP 100	Introduction to Hospitality and Customer Service	3
Total Units		**24**

This is a Gainful Employment Program

Rationale: Updating units and titles.
Effective: Fall 2021

CERTIFICATE MODIFICATION

SOCIAL MEDIA NARRATIVE PRODUCTION CERTIFICATE

The Social Media Narrative Certificate is an in-depth look at how to harness audio and video story telling for social media platforms. Some of these strategies consist of short form documentary and narrative content creation. This certificate helps you to define video production for social media marketing, including defining your audience, finding your voice, content creation, and tracking.

REQUIRED COURSES:		**Units**
FTVM 111	Studio Audio Production	3
FTVM 112	Field Audio Production	3
FTVM 215	Editing II	3
	or	
FTVM 235	Cinema Production	3
FTVM 233	TV Studio Production	3
Total Units		**12**

Rationale: Updating course titles.
Effective: Fall 2021

CERTIFICATE MODIFICATION

SOCIAL MEDIA STUDIO PRODUCTION CERTIFICATE

The Social Media Studio Production Certification will help students shape the conversation around brand, utilizing basic video studio production skills. Students in this program will learn the fundamentals of videos production. These fundamentals are essential in social media video production.

REQUIRED COURSES:		**Units**
FTVM 101	Introduction to Electronic Media	3
FTVM 114	Editing I	3
FTVM 120	Basic Writing for Broadcasting	3
FTVM 130	Survey of TV Studio and Film Production	3
Total Units		**12**

Rationale: Updating course titles.
Effective: Fall 2021

CERTIFICATE MODIFICATION

WHEEL ALIGNMENT AND BRAKES CERTIFICATE

This certificate is designed to prepare students for entry-level work as an automotive technician working in the area of wheel alignment and brake repair.

REQUIRED COURSES:		**Units**
AUTO 050	Automotive Brakes	4
AUTO 051	Advanced Automotive Brakes	4
AUTO 052	Automotive Suspension and Steering	4
AUTO 053	Advanced Automotive Suspension and Steering	4
AUTO 064	Auto/Truck Electrical Systems	4
	or	
HMDT 064	Auto/Truck Electrical Systems	4

AUTO 084	General Automotive Technology	4
Students must complete one of the following or assess into MATH 096 or higher:		**Units**
MATH 962	Arithmetic and Prealgebra	5
TECALC 087	Technical Calculations	4
Total Units		**24-29**

This is a Gainful Employment Program

Rationale: Updating DIESEL 064 to HMDT 064.
Effective: Fall 2020

NEW DEGREE

HOSPITALITY MANAGEMENT ASSOCIATE OF SCIENCE TRANSFER DEGREE

Hospitality is the study of servicing and satisfying guests within hotels, restaurants, private clubs, managed food service, event planning, tourism related businesses, and travel providers. The students will be trained in principles of supervision, marketing, purchasing, cost control, customer service, basic food service and catering, business and accounting in relationship to the hospitality and tourism industry. The courses within this program are designed to provide students with applicable skills useful in a vast range of occupations.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn this Hospitality Management AS-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Hospitality Management should consult with a counselor regarding the transfer process and lower division requirements.

REQUIRED CORE COURSE (3 Units):		**Units**
HOSP 100	Introduction to Hospitality and Customer Service	3
LIST A: SELECT THREE COURSES (9 Units)		**Units**
ECON 201	Principles of Microeconomics	3
	or	
ECON 201H	Principles of Microeconomics - Honors	3
CULART 225	Sanitation and Safety	3
HOSP 120	Hospitality Cost Control	3
HOSP 130	Hospitality Food and Beverage Management	3
LIST B: SELECT TWO COURSES OR ANY COURSES FROM LIST A NOT ALREADY USED (6-7 Units)		**Units**
ACCT 200	Financial Accounting	4

BUSAD 210	Business Law	3
CULART 161	Quantity Food Preparation	3
ECON 208	Business and Economic Statistics	4
	or	
MATH 108	Introduction to Probability and Statistics	4
	or	
PSYCH 105	Statistics for the Behavioral Sciences	4
Major Total: 18 - 20		**Units**
Total Units that may be double-counted: 6		**Units**
General Education (CSU-GE or IGETC) Units: 37-39		**Units**
Elective (CSU Transferable) Units: 7 - 11		**Units**
Total Units		**60**

Rationale: Currently there is a push within the region to create Hospitality programs because of the large gap in employment, this degree will help students transfer to a CSU and manage or own a restaurant.
Effective: Fall 2021

DEGREE MODIFICATION

ASTRONOMY ASSOCIATE OF SCIENCE DEGREE

To graduate with a specialization in Astronomy, students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units).

REQUIRED COURSES:		**Units**
ASTRON 120	Introduction to Astronomy	3
	and	
ASTRON 125	Astronomy Laboratory	1
MATH 250	Single Variable Calculus I	4
MATH 251	Single Variable Calculus II	4
MATH 252	Multivariable Calculus	5
PHYSIC 202	Physics I	4
Total Units		**21**

Rationale: Updating PHYSICs course.
Effective: Fall 2020

DEGREE MODIFICATION

AUTOMATIC AND MANUAL TRANSMISSION ASSOCIATE OF SCIENCE DEGREE

This degree prepares students to gain entry-level employment in maintenance and repair of automotive and hybrid vehicle transmissions. Transmission technicians work with some of the most advanced technology in the auto service industry, including computer command control on electronic gear trains, couplings, hydraulic pumps, and other transmission components. To graduate with a specialization in Automatic and Manual Transmissions, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

REQUIRED COURSES:		**Units**
AUTO 064	Auto/Truck Electrical Systems	4
	or	
HMDT 064	Auto/Truck Electrical Systems	4
AUTO 075	Automatic Transmissions Rear Wheel Drive	4
AUTO 077	Manual Transmissions and Transaxles	4
AUTO 084	General Automotive Technology	4
AUTO 090	Engine Repair	6
Total Units		**22**

Rationale: Updating DIESEL 064 to HMDT 064.
Effective: Fall 2020

DEGREE MODIFICATION

AUTOMOTIVE TECHNICIAN ASSOCIATE OF SCIENCE DEGREE

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

REQUIRED COURSES:		**Units**
AUTO 010	Introduction to Hybrid and Electric Vehicle Technology	4
AUTO 050	Automotive Brakes	4
AUTO 052	Automotive Suspension and Steering	4
AUTO 056	Automotive Heating and Air Conditioning	4
AUTO 064	Auto/Truck Electrical Systems	4
	or	
HMDT 064	Auto/Truck Electrical Systems	4
AUTO 065	Electrical Systems Diagnosis and Repair	5
AUTO 068	Engine Performance - Ignition Systems	5
AUTO 069	Engine Performance - Fuel and Exhaust Systems	5
AUTO 075	Automatic Transmissions Rear Wheel Drive	4
AUTO 077	Manual Transmissions and Transaxles	4
AUTO 084	General Automotive Technology	4
AUTO 090	Engine Repair	6
Total Units		**53**

Rationale: Updating DIESEL 064 to HMDT 064.
Effective: Fall 2020

DEGREE MODIFICATION

CHILD DEVELOPMENT ASSOCIATE OF ARTS DEGREE

This degree contains the core eight courses needed for transfer and the necessary course work to be a qualified early childhood educator. To graduate with a specialization in Child Development, students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units).

Students completing the degree will qualify for the unit and course requirements necessary to apply for the California State Child Development Teacher Permit.

Required courses:		**Units**
CD 105	Child Growth and Development	3
	or	
CD 105H	Child Growth and Development-Honors	3
CD 111	Observation and Assessment in Child Development	3
CD 113	Principles and Practices of Teaching Young Children	3
CD 114	Introduction to Curriculum	3
CD 115	Health, Safety and Nutrition	3
CD 126	Child, Family, and the Community	3
CD 138	Teaching in a Diverse Society	3
Choose one (1) course from the following:		**Units**
CD 100	Introduction to Child Development	3
CD 108	Early Childhood Development	3
CD 109	Childhood Stress and Trauma	3
CD 127	Guidance of Children	3
CD 130	Creative Music and Movement for Children	3
CD 133	Creative Science and Math Activities for Children	3
CD 134	Language, Listening and Literature for Children	3
CD 136	Creative Art Experiences for Children	3
CD 185	Infant/Toddler Growth and Development	3
CD 186	Infant and Toddler Curriculum	3
CD 244	Children with Special Needs	3
Required course for supervised field experience with children:		**Units**
CD 205	Child Development Practicum / Field Experience	4
Total Units		**28**

Rationale: Adding CD 109 course list.
Effective: Fall 2021

DEGREE MODIFICATION

CHILD DEVELOPMENT - EARLY INTERVENTION AND INCLUSION ASSOCIATE OF ARTS DEGREE

This degree prepares individuals to work as early childhood paraprofessionals with expertise in special education and early intervention. The Child Development courses meet the State's competencies for early childhood intervention/early childhood special education paraprofessionals. To graduate with a specialization in Child Development-Early Childhood Intervention and Inclusion, students must complete the following required courses plus the general breadth requirements for the Associate Degree (minimum 60 semester units).

Required Courses: (24 units)		**Units**
CD 105	Child Growth and Development	3
	or	
CD 105H	Child Growth and Development-Honors	3
CD 111	Observation and Assessment in Child Development	3
CD 126	Child, Family, and the Community	3
CD 127	Guidance of Children	3
CD 185	Infant/Toddler Growth and Development	3
CD 186	Infant and Toddler Curriculum	3
CD 244	Children with Special Needs	3
CD 245	Early Intervention and Inclusion	3
Required Experience Working with Children: (8 units)		**Units**
CD 215	Early Intervention and Inclusion Internship	4
	and	
CD 205	Child Development Practicum / Field Experience	4
	or	
CD 210	Infant and Toddler Practicum	4
Recommended Course:		**Units**
CD 109	Childhood Stress and Trauma	3
Total Units		**32**

Rationale: Adding CD 109 course list.
Effective: Fall 2021

DEGREE MODIFICATION

ENGINE PERFORMANCE ASSOCIATE OF SCIENCE DEGREE

This degree is designed to prepare students for entry-level work as an engine performance specialist, diagnostic technician, or a state certified Smog check and repair technician. Students will become familiar with computer systems, hybrid and electrical systems, basic engine diagnosis, emissions repair, and the Smog certification test. To graduate with a specialization in Engine Performance, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

REQUIRED COURSES:		**Units**
AUTO 010	Introduction to Hybrid and Electric Vehicle Technology	4
AUTO 064	Auto/Truck Electrical Systems	4
	or	
HMDT 064	Auto/Truck Electrical Systems	4
AUTO 066	ASE Alternative A-6, A-8, L-1 Prep or Certificate	4
AUTO 067	Engine and Emission Control Fundamentals	4

AUTO 068	Engine Performance - Ignition Systems	5
AUTO 069	Engine Performance - Fuel and Exhaust Systems	5
Total Units		**26**

Rationale: Updating DIESEL 064 to HMDT 064.
Effective: Fall 2020

DEGREE MODIFICATION

FILM ASSOCIATE OF ARTS DEGREE

The Associates of Art degree in Film is designed to prepare students for entry-level jobs in the Film industry in a variety of areas including narrative, documentary production, writing, preproduction, and editing.

Required (Core) Course:		**Units**
FTVM 101	Introduction to Electronic Media	3
	or	
COMMST 135	Mass Media and Society	3
Required Courses: Film Concentration		**Units**
FTVM 102	Introduction to Media Aesthetics and Cinematic Arts	3
FTVM 114	Editing I	3
FTVM 121	Intermediate Screen and Broadcast Writing	3
FTVM 235	Cinema Production	3
Choose two (2) courses from the list below. Students must have a minimum of 3 units if taking FTVM 098.		**Units**
FTVM 098	Media Arts Work Experience	1 - 4
FTVM 122	Acting and Directing for Television and Film	3
FTVM 131	Cinematography	3
FTVM 132	Commercial Video Production	3
Total Units		**18 - 23**

Rationale: Updating course titles.
Effective: Fall 2021

DEGREE MODIFICATION

HOSPITALITY ASSOCIATE OF ARTS DEGREE

To graduate with a specialization in Hospitality, students must complete all requirements for the certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units)

REQUIRED COURSES:		**Units**
CULART 010	Restaurant Service and Catering I	6
CULART 011	Restaurant Service and Catering II	6
	or	
CULART 012	Food Truck Restaurant and Catering Services	6
CULART 080	Small Business and Catering Management	6
CULART 161	Quantity Food Preparation	3
CULART 201	Management of Human Resources in Hospitality	3
CULART 225	Sanitation and Safety	3
CULART 240	Procurement, Purchasing and Selection	3
CULART 250	Food, Wine and Beverage Service Concepts	3

HOSP 100	Introduction to Hospitality and Customer Service	3
HOSP 120	Hospitality Cost Control	3
HOSP 130	Hospitality Food and Beverage Management	3
HOSP 160	Culinary Production and Kitchen Operations	3
Total Units		**45**

Rationale: Formerly Culinary Arts Associate of Arts degree, updating title and units.
Effective: Fall 2021

DEGREE MODIFICATION

KINESIOLOGY ASSOCIATE OF ARTS DEGREE

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

REQUIRED COURSES: (17 Units)		**Units**
BIOL 250	Human Anatomy and Physiology I	4
	and	
BIOL 251	Human Anatomy and Physiology II	4
	or	
BIOL 260	Human Anatomy	4
	and	
BIOL 261	Human Physiology	4
HEALTH 101	Health Education	3
	or	
HEALTH 103	Introduction to Holistic Health	3
KIN 200	Introduction to Physical Education and Kinesiology	3
PSYCH 100	General Psychology	3
	or	
PSYCH 100H	General Psychology - Honors	3

CHOOSE ONE OF THE FOLLOWING KINESIOLOGY FITNESS COURSES: (1 Unit Minimum)		**Units**
KINF 101A	Beginning Boxing for Fitness	1
KINF 101B	Intermediate Boxing for Fitness	1
KINF 101C	Advanced Boxing for Fitness	1
KINF 105A	Beginning Low Impact Aerobics	1
KINF 105B	Intermediate Low Impact Aerobics	1
KINF 105C	Advanced Low Impact Aerobics	1
KINF 108A	Beginning Weight Training	1
KINF 108B	Intermediate Weight Training	1
KINF 108C	Advanced Weight Training	1

KINF 112A	Beginning Body Conditioning	1
KINF 112B	Intermediate Body Conditioning	1
KINF 112C	Advanced Body Conditioning	1
KINF 127A	Beginning Walking for Fitness	1
KINF 127B	Intermediate Walking for Fitness	1
KINF 127C	Advanced Walking for Fitness	1
KINF 132A	Beginning Distance Running	1
KINF 132B	Intermediate Distance Running	1
KINF 132C	Advanced Distance Running	1
KINF 138A	Beginning Physical Fitness	1
KINF 138B	Intermediate Physical Fitness	1
KINF 138C	Advanced Physical Fitness	1
KINF 142A	Beginning Conditioning for Sports	1
KINF 142B	Intermediate Conditioning for Sports	1
KINF 142C	Advanced Conditioning for Sports	1
KINF 150A	Beginning Table Tennis	1
KINF 150B	Intermediate Table Tennis	1
KINF 150C	Advanced Table Tennis	1
KINF 168A	Beginning Yoga	1
KINF 168B	Intermediate Yoga	1
KINF 168C	Advanced Yoga	1
KINF 190A	Beginning Tai Chi	1
KINF 190B	Intermediate Tai Chi	1
KINF 190C	Advanced Tai Chi	1
CHOOSE ONE OF THE FOLLOWING KINESIOLOGY SPORTS OR ATHLETIC COURSES:		**Units**
KINS 100A	Beginning Baseball	1
KINS 100B	Intermediate Baseball	1
KINS 100C	Advanced Baseball	1
KINS 103A	Beginning Badminton	1
KINS 103B	Intermediate Badminton	1
KINS 103C	Advanced Badminton	1
KINS 104A	Beginning Basketball	1
KINS 104B	Intermediate Basketball	1
KINS 104C	Advanced Basketball	1
KINS 108A	Beginning Football	1
KINS 108B	Intermediate Football	1
KINS 108C	Advanced Football	1
KINS 112A	Beginning Indoor Soccer	1
KINS 112B	Intermediate Indoor Soccer	1
KINS 112C	Advanced Indoor Soccer	1
KINS 116A	Beginning Soccer	1
KINS 116B	Intermediate Soccer	1
KINS 116C	Advanced Soccer	1
KINS 120A	Beginning Softball	1
KINS 120B	Intermediate Softball	1
KINS 120C	Advanced Softball	1

KINS 124A	Beginning Volleyball	1
KINS 124B	Intermediate Volleyball	1
KINS 124C	Advanced Volleyball	1
KINX 110Ax3	Intercollegiate Cross Country - Men	3
KINX 110Bx3	Intercollegiate Cross Country - Men Pre-Season Athletics	1
KINX 110Cx3	Intercollegiate Cross Country - Men Off-Season Athletics	2
KINX 111Ax3	Intercollegiate Cross Country - Women	3
KINX 111Bx3	Intercollegiate Cross Country Women Pre-Season Athletics	1
KINX 111Cx3	Intercollegiate Cross Country - Women Off-Season Athletics	2
KINX 112Ax3	Intercollegiate Football - Offense	3
KINX 112Bx3	Intercollegiate Football - Offense Pre-Season Athletics	1
KINX 112Cx3	Intercollegiate Football - Offense Off-Season Athletics	2
KINX 113Ax3	Intercollegiate Football - Defense	3
KINX 113Bx3	Intercollegiate Football - Defense Pre-Season Athletics	1
KINX 113Cx3	Intercollegiate Football - Defense Off-Season Athletics	2
KINX 114Ax3	Intercollegiate Soccer - Men	3
KINX 114Bx3	Intercollegiate Soccer - Men Pre-Season Athletics	1
KINX 114Cx3	Intercollegiate Soccer - Men Off-Season Athletics	2
KINX 115Ax3	Intercollegiate Soccer - Women	3
KINX 115Bx3	Intercollegiate Soccer - Women Pre-Season Athletics	1
KINX 115Cx3	Intercollegiate Soccer - Women Off-Season Athletics	2
KINX 116Ax3	Intercollegiate Volleyball - Women	3
KINX 116Bx3	Intercollegiate Volleyball - Women Pre-Season Athletics	1
KINX 116Cx3	Intercollegiate Volleyball - Women Off-Season Athletics	2
KINX 120Ax3	Intercollegiate Basketball - Men, Fall	1.5
KINX 120Bx3	Intercollegiate Basketball - Men, Spring	1.5
KINX 120Cx3	Intercollegiate Basketball - Men Pre-Season Athletics	1.5 - 2
KINX 121Ax3	Intercollegiate Basketball - Women, Fall	1.5
KINX 121Bx3	Intercollegiate Basketball - Women, Spring	1.5
KINX 121Cx3	Intercollegiate Basketball - Women Pre-Season Athletics	1.5 - 2
KINX 130Ax3	Intercollegiate Baseball	3
KINX 130Bx3	Intercollegiate Baseball Pre-Season Athletics	2
KINX 130Cx3	Intercollegiate Baseball Off-Season Athletics	1
KINX 131Ax3	Intercollegiate Softball	3
KINX 131Bx3	Intercollegiate Softball Pre-Season Athletics	2
KINX 131Cx3	Intercollegiate Softball Off-Season Athletics	1
KINX 132Ax3	Intercollegiate Track and Field - Men	3
KINX 132Bx3	Intercollegiate Track and Field - Men Pre-Season Athletics	2

KINX 132Cx3	Intercollegiate Track and Field - Men Off-Season Athletics	1
KINX 133Ax3	Intercollegiate Track and Field - Women	3
KINX 133Bx3	Intercollegiate Track and Field - Women Pre-Season Athletics	2
KINX 133Cx3	Intercollegiate Track and Field - Women Off-Season Athletics	1
ELECTIVES: SELECT TWO COURSES		**Units**
CHEM 101	Introductory Chemistry	4
FN 162	Introduction to Food and Nutrition	3
KIN 201	Mental Skills for Sport Performance	3
KIN 202	History of Physical Education and Sport in the United States	3
KIN 203	Theory of Coaching	3
KIN 205	Sports Management	3
KIN 231	First Aid and CPR	3
KIN 232	Prevention and Care of Athletic Injuries	3
KIN 236	Stress Management and Wellness	3
Total Units		**25 - 28**

NOTE: Chemistry 101 is a required pre-requisite for Biology 250, 251 and 261

Rationale: Adding KIN 203 to list of recommended courses.
Effective: Fall 2021

DEGREE MODIFICATION

LIBERAL ARTS - BIOLOGICAL & PHYSICAL SCIENCES ASSOCIATE OF ARTS DEGREE

The Associate Degree in Liberal Arts is designed for students who wish to pursue a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis". The area of emphasis includes the following options: Biological and Physical Science; Social and Behavioral Sciences; and Humanities and Fine Arts. In order to earn an Associate of Arts Degree in Liberal Arts the following must be completed: 1. Students must complete one of the general education breadth patterns (SBVC Graduation requirements, CSU-GE, or IGETC). Note: Students planning to transfer to the California State University (CSU) or University of California (UC) systems are advised to complete either the CSU-GE or IGETC general education patterns. 2. Students must complete 18 units in one "Area of Emphasis". For depth of study, a minimum of two courses in one discipline is required. Note: All courses used to satisfy the area of emphasis for the Associate degree must be completed with a grade of "C" or higher. Additional notes: Where appropriate, courses in the "Area of Emphasis" may also be counted in a general education breadth pattern. Courses that include a symbol X in the number, such as MUS 141X2, indicate the course may be taken two times for credit. Students may apply each course with a symbol X only one time towards graduation requirements. Students pursuing multiple areas of emphasis can only be counted in one area only.

A. Biological and Physical Sciences

These courses emphasize the natural sciences, which examine the physical universe, its life forms, and natural phenomena. Courses in mathematics emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Students will be able to demonstrate an understanding of the

methodologies of science as investigative tools. Students will also examine the influence that the acquisition of scientific knowledge has on the development of world civilization.

Students must choose a minimum of 18 units.

Anthropology (ANTHRO)		**Units**
ANTHRO 106	Biological Anthropology	3
	or	
ANTHRO 106H	Biological Anthropology - Honors	3
ANTHRO 106L	Biological Anthropology Laboratory	1
Astronomy (ASTRON)		**Units**
ASTRON 120	Introduction to Astronomy	3
ASTRON 125	Astronomy Laboratory	1
Biology (BIOL)		**Units**
BIOL 100	General Biology	4
BIOL 102	Human Biology	3
BIOL 104	Human Ecology	3
BIOL 109	History of Life	4
	or	
BIOL 109H	History of Life - Honors	4
BIOL 141	Genetics	3
BIOL 155	Introductory Anatomy and Physiology	4
BIOL 205	Cell and Molecular Biology	4
BIOL 206	Organismal Biology	4
BIOL 207	Evolutionary Ecology	4
BIOL 250	Human Anatomy and Physiology I	4
BIOL 251	Human Anatomy and Physiology II	4
BIOL 260	Human Anatomy	4
BIOL 261	Human Physiology	4
BIOL 270	Microbiology	5
Chemistry (CHEM)		**Units**
CHEM 101	Introductory Chemistry	4
CHEM 104	Introduction to Organic Chemistry and Biochemistry	4
CHEM 105	Introduction to General, Organic and Biochemistry	5
CHEM 150	General Chemistry I	5
CHEM 151	General Chemistry II	5
CHEM 212	Organic Chemistry I	4
CHEM 213	Organic Chemistry II	4
Economics (ECON)		**Units**
ECON 208	Business and Economic Statistics	4
Environmental Science (ENVT)		**Units**
ENVT 100	Introduction to Environmental Science	3
Geography (GEOG)		**Units**
GEOG 110	Physical Geography	3
GEOG 111	Physical Geography Laboratory	1
	or	
GEOG 111H	Physical Geography Laboratory - Honors	1

GEOG 114	Weather and Climate	4
Geology (GEOL)		**Units**
GEOL 101	Introduction to Physical Geology	3
GEOL 111	Introduction to Physical Geology Laboratory	1
GEOL 112	Historical Geology	4
GEOL 122	Environmental Geology	3
GEOL 250	Geology of California	3
GEOL 251	Geology of National Parks and Monuments	3
Mathematics (MATH)		**Units**
MATH 102	College Algebra	4
MATH 103	Plane Trigonometry	4
MATH 108	Introduction to Probability and Statistics	4
MATH 115	Ideas of Mathematics	3
MATH 141	Business Calculus	4
MATH 151	Precalculus	4
MATH 250	Single Variable Calculus I	4
MATH 251	Single Variable Calculus II	4
MATH 252	Multivariable Calculus	5
MATH 265	Linear Algebra	4
MATH 266	Ordinary Differential Equations	4
Oceanography (OCEAN)		**Units**
OCEAN 101	Elements of Oceanography	3
OCEAN 111	Elements of Oceanography Laboratory	1
Physics (PHYSIC)		**Units**
PHYSIC 101	Introductory Physics	4
PHYSIC 151	General Physics for the Life Sciences I	4
PHYSIC 152	General Physics for the Life Sciences II	4
PHYSIC 202	Physics I	4
PHYSIC 203	Physics II	4
PHYSIC 204	Physics III	4
Psychology (PSYCH)		**Units**
PSYCH 105	Statistics for the Behavioral Sciences	4
Completed Fall 2009 or Later		0
PSYCH 141	Introduction to Biological Psychology	3
Total Units		**18**

Rationale: Updated to remove deleted courses and add new emphasis-specific courses that are effective fall 2020.

Effective: Fall 2020

DEGREE MODIFICATION

LIBERAL ARTS - HUMANITIES & FINE ARTS ASSOCIATE OF ARTS DEGREE

The Associate Degree in Liberal Arts is designed for students who wish to pursue a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis". The area of emphasis includes the following options: Biological and Physical Science; Social and Behavioral Sciences; and Humanities and Fine Arts. In order to earn an Associate of Arts Degree in Liberal Arts the following must be completed: 1. Students

must complete one of the general education breadth patterns (SBVC Graduation requirements, CSU-GE, or IGETC). Note: Students planning to transfer to the California State University (CSU) or University of California (UC) systems are advised to complete either the CSU-GE or IGETC general education patterns. 2. Students must complete 18 units in one "Area of Emphasis". For depth of study, a minimum of two courses in one discipline is required. Note: All courses used to satisfy the area of emphasis for the Associate degree must be completed with a grade of "C" or higher. Additional notes: Where appropriate, courses in the "Area of Emphasis" may also be counted in a general education breadth pattern. Courses that include a symbol X in the number, such as MUS 141X2, indicate the course may be taken two times for credit. Students may apply each course with a symbol X only one time towards graduation requirements. Students pursuing multiple areas of emphasis can only count course in one area only.

B. Humanities and Fine Arts

These courses emphasize the study of cultural, literary, humanistic activities, and artistic expressions of human beings. Students will evaluate and interpret the ways in which people throughout the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students must also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

Students must complete a minimum of 18 units.

American Sign Language (ASL)		**Units**
ASL 109	American Sign Language I	4
ASL 110	American Sign Language II	4
ASL 111	American Sign Language III	4
ASL 112	American Sign Language IV	4
Anthropology (ANTHRO)		**Units**
ANTHRO 108	North American Indians	3
ANTHRO 109	Visual Culture and Art	3
ANTHRO 110	Magic, Witchcraft, and Religion	3
Arabic (ARAB)		**Units**
ARAB 101	College Arabic I	5
ARAB 102	College Arabic II	5
Architecture (ARCH)		**Units**
ARCH 145	History of Architecture: Early Design through Gothic	3
	or	
ARCH 145H	History of Architecture: Early Design through Gothic - Honors	3
ARCH 146	History of Architecture: Renaissance through Modern	3
	or	
ARCH 146H	Architecture History: Renaissance to Modern - Honors	3
Art (ART)		**Units**
ART 100	Art History: The Stone Age to the Middle Ages	3
ART 102	Art History: Renaissance to Present	3
	or	
ART 102H	Art History: Renaissance to Present - Honors	3
ART 103	Art Appreciation	3
ART 105	History of Modern Art	3
ART 107	Art History: Africa, Asia, the Americas, and Oceania	3

ART 108	Art of Mexico and Mesoamerica	3
ART 120	Two-Dimensional Design	3
ART 121	Three-Dimensional Design	3
ART 124A	Beginning Drawing	3
ART 126A	Beginning Painting	3
ART 132A	Beginning Life Drawing	3
ART 145	Fundamentals of Graphic Design	3
ART 148	Beginning Computer Graphic Design	3
ART 161	Digital Photography	3
ART 175A	Beginning Sculpture	3
ART 180	Beginning 3D Computer Animation	3
ART 212A	Beginning Ceramics	3
ART 240A	Beginning Glassblowing	3
ART 270A	Beginning Design in Glass	3
Chinese (CHIN)		**Units**
CHIN 101	College Mandarin Chinese I	5
CHIN 102	College Mandarin Chinese II	5
Dance (DANCE)		**Units**
DANCE 200	Dance History and Appreciation	3
English (ENGL)		**Units**
ENGL 151	Freshman Composition and Literature	3
ENGL 151H	Freshman Composition and Literature-Honors	3
ENGL 153	Literature and Film	3
ENGL 155	Children's Literature	3
ENGL 161	Women Writers	3
ENGL 163	Chicano Literature	3
ENGL 165	African-American Literature	3
ENGL 175	The Literature and Religion of the Bible	3
ENGL 232	Creative Writing	3
ENGL 260	American Literature to Mid 19th Century	3
ENGL 261	American Literature from 1865 to Present	3
ENGL 270	English Literature: Middle Ages to 18th Century	3
ENGL 270H	English Literature: Middle Ages to 18th Century-Honors	3
ENGL 271	English Literature: 18th Century to Present	3
ENGL 271H	English Literature: 18th Century to Present-Honors	3
ENGL 275	Shakespeare	3
ENGL 280	World Literature to 17th Century	3
ENGL 281	World Literature 17th Century to Present	3
Film, Television, and Media (FTVM)		**Units**
FTVM 102	Introduction to Media Aesthetics and Cinematic Arts	3
FTVM 122	Acting and Directing for Television and Film	3
FTVM 131	Lighting and Cinematography	3
French (FRENCH)		**Units**
FRENCH 101	College French I	5
FRENCH 102	College French II	5
History (HIST)		**Units**
HIST 100	United States History to 1877	3

	or	
HIST 100H	United States History to 1877 - Honors	3
HIST 101	United States History: 1865 to Present	3
	or	
HIST 101H	United States History: 1865 to Present - Honors	3
HIST 107	Native American History	3
HIST 137	Racial and Ethnic Groups in United States History	3
HIST 138	African-American History to 1877	3
HIST 139	African-American History 1877 to Present	3
HIST 140	Chicano History	3
HIST 145	History of California	3
HIST 150	Introduction to Latin American History	3
HIST 170	World History to 1500	3
HIST 171	World History Since 1500	3
HIST 176	Comparative History of Genocide and War Crimes	3
Music (MUS)		**Units**
MUS 100	Music Appreciation	3
MUS 101	Music Theory I: Fundamentals	3
MUS 101L	Musicianship I	1
MUS 102	Music Theory II: Scales and Modes	3
MUS 102L	Musicianship II	1
MUS 104	History of Rock and Roll	3
MUS 105	American Popular Music	3
MUS 106	History of Jazz	3
MUS 107	Music of the World	3
MUS 108	History of Hip Hop Music	3
MUS 117A	Elementary Acoustic Guitar	1
MUS 121	Music History and Literature-Middle Ages through Baroque	3
	or	
MUS 121H	Music History and Literature - Middle Ages through Baroque - Honors	3
MUS 122	Music History and Literature - Classic through Contemporary	3
	or	
MUS 122H	Music History and Literature - Classic through Contemporary - Honors	3
MUS 123	Electronic Music I	3
MUS 124	Electronic Music II	3
MUS 130	Elementary Voice	3
MUS 131	Intermediate Voice	3
MUS 133	Elementary Piano	1
MUS 134	Intermediate Piano	1
MUS 135	Advanced Piano	1
MUS 141X2	Applied Music I	0.5
MUS 150X4	Mixed Chorus	1
MUS 152X4	Chamber Singers	2

MUS 153x4	Chamber Chorale	2
MUS 154X4	College Singers	2
MUS 156X4	Concert Choir	2
MUS 158X4	Gospel Choir	1
MUS 159x4	Theatrical Music Workshop	2
MUS 162x4	Wind Ensemble	1
MUS 166x4	Concert Band	1
MUS 170x2	Jazz Improvisation and Theory I	1
MUS 171x2	Jazz Improvisation and Theory II	1
MUS 180	Instrumental Chamber Music	1
MUS 201	Music Theory III: Basic Harmony	3
MUS 202	Music Theory IV: Harmony	3
MUS 201L	Musicianship III	1
MUS 202L	Musicianship IV	1
MUS 210	Conducting	3
MUS 241x2	Applied Music II	0.5
Philosophy (PHIL)		**Units**
PHIL 101	Introduction to Philosophy	3
	or	
PHIL 101H	Introduction to Philosophy - Honors	3
PHIL 105	Introduction to Ethics	3
PHIL 112	Philosophy in Literature	3
PHIL 180	Death and Dying	3
Religious Studies (RELIG)		**Units**
RELIG 100	Introduction to Religious Studies	3
	or	
RELIG 100H	Introduction to Religious Studies-Honors	3
RELIG 101	Introduction to World Religions	3
RELIG 110	Magic, Witchcraft, and Religion	3
RELIG 135	Religion in America	3
RELIG 150	Introduction to Mythology	3
RELIG 175	The Literature and Religion of the Bible	3
RELIG 176	Jesus and His Interpreters	3
RELIG 180	Death and Dying	3
Spanish (SPAN)		**Units**
SPAN 101	College Spanish I	5
	or	
SPAN 101H	College Spanish I - Honors	5
SPAN 102	College Spanish II	5
	or	
SPAN 102H	College Spanish II - Honors	5
SPAN 103	College Spanish III	4
	or	
SPAN 103H	College Spanish III - Honors	4
SPAN 104	College Spanish IV	4
SPAN 157	Spanish for Heritage Speakers I	4
SPAN 158	Spanish for Heritage Speakers II	4

Theatre Arts (THART)		Units
THART 100	Introduction to the Theatre	3
THART 105	Script Analysis	3
THART 110	Voice and Diction for Actors	3
THART 114x4	Rehearsal and Performance	4
THART 120	Acting Fundamentals I	3
THART 121	Acting Fundamentals II	3
THART 131	Sound for Stage and Screen	3
THART 132	Lighting Design Fundamentals	3
THART 135	Directing Fundamentals	3
THART 136	Introduction to Theatre Design	3
THART 139	Fundamentals of Costume Design	3
THART 147	Theatre Movement	3
THART 160x4	Technical Theatre in Production	3
THART 165	Stage Makeup	3
THART 166	Improvisational Acting	3
Total Units		**18**

Rationale: Updated to remove deleted courses and add new emphasis-specific courses that are effective fall 2020.
Effective: Fall 2020

DEGREE MODIFICATION

LIBERAL ARTS - SOCIAL & BEHAVIORAL SCIENCE ASSOCIATE OF ARTS DEGREE

The Associate Degree in Liberal Arts is designed for students who wish to pursue a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis". The area of emphasis includes the following options: Biological and Physical Science; Social and Behavioral Sciences; and Humanities and Fine Arts. In order to earn an Associate of Arts Degree in Liberal Arts the following must be completed: 1. Students must complete one of the general education breadth patterns (SBVC Graduation requirements, CSU-GE, or IGETC). Note: Students planning to transfer to the California State University (CSU) or University of California (UC) systems are advised to complete either the CSU-GE or IGETC general education patterns. 2. Students must complete 18 units in one "Area of Emphasis". For depth of study, a minimum of two courses in one discipline is required. Note: All courses used to satisfy the area of emphasis for the Associate degree must be completed with a grade of "C" or higher. Additional notes: Where appropriate, courses in the "Area of Emphasis" may also be counted in a general education breadth pattern. Courses that include a symbol X in the number, such as MUS 141X2, indicate the course may be taken two times for credit. Students may apply each course with a symbol X only one time towards graduation requirements. Students pursuing multiple areas of emphasis can only count course in one area only.

C. Social and Behavioral Sciences

These courses emphasize the perspective, concepts, theories, and methodologies of the disciplines typically found in the vast variety of disciplines that comprise study in the social and behavioral sciences. Topics and discussion to stimulate critical thinking about ways people have acted in response to their societies will allow students to evaluate how societies and social subgroups operate.

Students must choose a minimum of 18 units.

Anthropology (ANTHRO)		**Units**
ANTHRO 100	Introduction to Archaeology	3
ANTHRO 102	Cultural Anthropology	3
	or	
ANTHRO 102H	Cultural Anthropology - Honors	3
ANTHRO 103	Anthropology of Food	3
ANTHRO 106	Biological Anthropology	3
	or	
ANTHRO 106H	Biological Anthropology - Honors	3
ANTHRO 108	North American Indians	3
ANTHRO 109	Visual Culture and Art	3
ANTHRO 110	Magic, Witchcraft, and Religion	3
ANTHRO 125	Language and Culture	3
Child Development (CD)		**Units**
CD 105	Child Growth and Development	3
	or	
CD 105H	Child Growth and Development-Honors	3
CD 108	Early Childhood Development	3
CD 126	Child, Family, and the Community	3
Communication Studies (COMMST)		**Units**
COMMST 135	Mass Media and Society	3
COMMST 174	Intercultural Communication	3
COMMST 176	Gender Differences in Communication	3
Economics (ECON)		**Units**
ECON 100	Introduction to Economics	3
ECON 200	Principles of Macroeconomics	3
	or	
ECON 200H	Principles of Macroeconomics - Honors	3
ECON 201	Principles of Microeconomics	3
	or	
ECON 201H	Principles of Microeconomics - Honors	3
Film, Television, and Media (FTVM)		**Units**
FTVM 101	Introduction to Electronic Media	3
Geography (GEOG)		
GEOG 102	Cultural Geography	3
GEOG 106	Geographic Perspectives on the Environment	3
GEOG 118	California Geography	3
GEOG 120	World Regional Geography	3
History (HIST)		**Units**
HIST 100	United States History to 1877	3
	or	
HIST 100H	United States History to 1877 - Honors	3
HIST 101	United States History: 1865 to Present	3
	or	
HIST 101H	United States History: 1865 to Present - Honors	3
HIST 107	Native American History	3
HIST 137	Racial and Ethnic Groups in United States History	3

HIST 138	African-American History to 1877	3
HIST 139	African-American History 1877 to Present	3
HIST 140	Chicano History	3
HIST 145	History of California	3
HIST 150	Introduction to Latin American History	3
HIST 170	World History to 1500	3
HIST 171	World History Since 1500	3
HIST 176	Comparative History of Genocide and War Crimes	3
Philosophy (PHIL)		**Units**
PHIL 180	Death and Dying	3
Political Science (POLIT)		**Units**
POLIT 100	American Politics	3
POLIT 110	Introduction to Political Theory	3
	or	
POLIT 110H	Introduction to Political Theory Honors	3
POLIT 140	Introduction to Comparative Politics	3
POLIT 141	Introduction to World Politics	3
	or	
POLIT 141H	Introduction to World Politics - Honors	3
Psychology (PSYCH)		**Units**
PSYCH 100	General Psychology	3
	or	
PSYCH 100H	General Psychology - Honors	3
PSYCH 102	Personal and Social Adjustment	3
PSYCH 110	Abnormal Psychology	3
PSYCH 111	Developmental Psychology: Lifespan	3
PSYCH 112	Developmental Psychology: Child and Adolescent Psychology	3
PSYCH 118	Human Sexual Behavior	3
PSYCH 201	Research Methods for the Behavioral Sciences	4
Religious Studies (RELIG)		**Units**
RELIG 110	Magic, Witchcraft, and Religion	3
RELIG 135	Religion in America	3
RELIG 180	Death and Dying	3
Sociology (SOC)		**Units**
SOC 100	Introduction to Sociology	3
	or	
SOC 100H	Introduction to Sociology - Honors	3
SOC 110	Social Problems	3
	or	
SOC 110H	Social Problems - Honors	3
SOC 120	Health and Social Justice	3
SOC 130	Family Sociology	3
SOC 135	Introduction to Crime	3
SOC 141	Race and Ethnic Relations	3
SOC 145	Sociology of Gender	3
SOC 150	Aging and the Life Course	3

Total Units	**18**

Rationale: Updated to remove deleted courses and add new emphasis-specific courses that are effective fall 2020.
Effective: Fall 2020

DEGREE MODIFICATION

NUTRITION AND DIETETICS ASSOCIATE OF SCIENCE TRANSFER DEGREE

Nutrition and Dietetics is an interdisciplinary science that studies factors that affect our food choices, the chemical and physiological processes involved in processing and delivering the chemical components of those foods to the body. Students will focus their studies in nutritional science including chemistry and physiology as well as institutional nutrition, community nutrition, food production, management of foodservice operations. The courses within this program are designed to provide students with applicable skills useful in a vast range of occupations.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. To earn this Nutrition and Dietetics AS-T degree, students must meet the following requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of a least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a four-year institution and major in Nutrition and Dietetics should consult with a counselor regarding the transfer process and lower division requirements.

REQUIRED CORE COURSES (16 Units):		**Units**
FN 162	Introduction to Food and Nutrition	3
PSYCH 100	General Psychology	3
	or	
PSYCH 100H	General Psychology - Honors	3
CHEM 150	General Chemistry I	5
BIOL 270	Microbiology	5
LIST A: SELECT TWO COURSES (8-9 Units)		**Units**
CHEM 151	General Chemistry II	5
CHEM 212	Organic Chemistry I	4
BIOL 250 *	Human Anatomy and Physiology I	4
	and	
BIOL 251	Human Anatomy and Physiology II	4
	or	
BIOL 260 *	Human Anatomy	4
	or	
BIOL 261 *	Human Physiology	4

MATH 108	Introduction to Probability and Statistics	4
	or	
PSYCH 105	Statistics for the Behavioral Sciences	4
	or	
ECON 208	Business and Economic Statistics	4
LIST B: SELECT ONE COURSE (3-5 Units)		**Units**
HOSP 160	Culinary Production and Kitchen Operations	3
CHEM 104	Introduction to Organic Chemistry and Biochemistry	4
CHEM 105	Introduction to General, Organic and Biochemistry	5
CHEM 213	Organic Chemistry II	4
MATH 102	College Algebra	4
MATH 103	Plane Trigonometry	4
MATH 151	Precalculus	4
MAJOR TOTAL: 27 - 30		**Units**
CSU GE-Breadth or IGETC for CSU Requirements: 37-39		**Units**
Total units that may be double-counted for CSUGE or IGETC: 7 - 10		**Units**
CSU Electives (as needed to reach 60 transferable units): 0 - 4		**Units**
Total Units		**60**

*Note: Credit will only be awarded for one of the following courses/sequences:
BIOL 250 and BIOL 251 OR BIOL 260 OR BIOL 261.

Rationale: Updating CULART/HOSP courses.
Effective: Fall 2021

DEGREE MODIFICATION

PROFESSIONAL BAKING AND MANAGEMENT ASSOCIATE OF ARTS DEGREE

Students who receive their degree in baking will gain the skills and knowledge to be an accomplished professional in the baking and pastry arts. Students will create hearth and specialty breads, desserts, pastry, patisserie, and confections. Students will learn about menu development, communication, food safety, and cost control. They will also take courses in management, communication, and small business to gain entrepreneurial skills. To graduate with a specialization in Professional Baking and Management, students must complete all requirements for the certificate plus the general breadth requirements for the Associate Degree (minimum total = 60 units)

REQUIRED COURSES:		**Units**
CULART 040	Introduction to Baking	6
CULART 041	Desserts and Pastries	6
CULART 042	Cake Decorating	6
CULART 043	Advanced Desserts and Pastry/Chocolate/Sugar	6
CULART 044	Introduction to Baking Skills, Ingredients, and Technology	3
CULART 080	Small Business and Catering Management	6
CULART 201	Management of Human Resources in Hospitality	3
CULART 205	Principles of Design and Presentation	3
CULART 225	Sanitation and Safety	3
CULART 240	Procurement, Purchasing and Selection	3
HOSP 100	Introduction to Hospitality and Customer Service	3
HOSP 120	Hospitality Cost Control	3
Total Units		**51**

Rationale: Updating units.
Effective: Fall 2021

DEGREE MODIFICATION

WHEEL ALIGNMENT AND BRAKES ASSOCIATE OF SCIENCE DEGREE

The degree prepares students for entry-level work in front wheel and four-wheel alignment and brake repair. The technician can move into advanced automotive opportunities such as service advising and manufacturer corporate positions. To graduate with a specialization in Wheel Alignment and Brakes, students must complete all requirements for the certificate with a grade of C or better plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units).

REQUIRED COURSES:		**Units**
AUTO 050	Automotive Brakes	4
AUTO 051	Advanced Automotive Brakes	4
AUTO 052	Automotive Suspension and Steering	4
AUTO 053	Advanced Automotive Suspension and Steering	4
AUTO 064	Auto/Truck Electrical Systems	4
	or	
HMDT 064	Auto/Truck Electrical Systems	4
AUTO 084	General Automotive Technology	4
Total Units		**24**

Rationale: Updating DIESEL 064 to HMDT 064
Effective: Fall 2020

CERTIFICATE CORRECTION

GEOGRAPHIC INFORMATION SYSTEMS CERTIFICATE

This certificate is designed to prepare students for entry-level employment in Geographic Information Systems (GIS) and automated mapping technology, utilizing Earth resources data satellites, aerial photography, and computerized data banks of spatial data.

REQUIRED COURSES (15 units):		**Units**
GIS 130	Introduction to Geographic Information Systems (GIS)	3
	or	
GEOG 130	Introduction to Geographic Information Systems (GIS)	3
GIS 133	GIS Cartography and Base Map Development	3
GIS 134	Data Acquisition and Management	3
GIS 135	Spatial Analysis with GIS	3
GIS 136	GIS for Science, Government, and Business	3
	or	
GIS 137	GIS Advanced Applications	3
ELECTIVE COURSES (Minimum of 4 units):		**Units**
GEOG 100	Map Interpretation and Geospatial Analysis	3
	or	
GIS 100	Map Interpretation and Geospatial Analysis	3
GIS 039	Global Positioning Systems (GPS) Field Techniques	1
GIS 098	GIS Work Experience	1 - 4

GIS 222	Independent Study in Geographic Information Systems	1 - 3
RECOMMENDED COURSES:		**Units**
CIT 101	Introduction to Computer Literacy	3
GEOG 110	Physical Geography	3
GEOL 101	Introduction to Physical Geology	3
Total Units		**19**

Rationale: In November 2019, the Architecture Department modified curriculum and removed ARCH 120 from the course line-up. This certificate is being modified to remove this course from the list of recommended courses.
Previous Board Approval: March 9, 2017
Effective: Fall 2020

CERTIFICATE CORRECTION

MEDICAL CODING AND BILLING CERTIFICATE OF ACHIEVEMENT

This course of study prepares students for entry-level employment in the medical coding and billing field. The courses are geared towards the students' successful passing of the American Academy of Professional Coders National Certification Exam--Certified Professional Coder (CPC). During the course of study, students learn the basics of health care finance, office computer skills, anatomy and physiology, medical terminology, computerized health record, and other recommended elective courses needed to succeed in the field.

Required Courses:		**Units**
BIOL 155	Introductory Anatomy and Physiology	4
CIT 010	Beginning Keyboarding and Word Processing	3
CIT 045	Medical Insurance Billing and Coding	3
CIT 048	Medical Office Procedures	3
CIT 051	Introduction to Electronic Health Records	3
CIT 100	Introduction to Personal Computers	3
CIT 144	Medical Terminology	3
Recommended Course:		**Units**
CIT 031	Business English	3
Total Units		**22**

Rationale: In February 2020, the Modern Languages Department deleted SPAN 015 effective Fall 2020. This certificate is being modified to remove this course from the list of recommended courses.
Previous Board Approval: December 13, 2018
Effective: Fall 2020

CERTIFICATE CORRECTION

SOCIAL MEDIA FIELD PRODUCTION CERTIFICATE

The Social Media Video Field Production is designed to better understand how field video production will enhance social media outreach. Utilizing field production basics such as interviews, livestreaming, and commercial production; students will gain an understanding for the appropriate tools. Students will learn engaging video strategies to expand social media audiences.

REQUIRED COURSES:		**Units**
FTVM 102	Introduction to Media Aesthetics and Cinematic Arts	3
FTVM 121	Intermediate Screen and Broadcast Writing	3
FTVM 132	Commercial Video Production	3
FTVM 215	Editing II	3
Total Units		**12**

Rationale: On February 25, 2020, the Curriculum Committee approved this program modification using old course titles for FTVM. Since then, the department has made changes approved by the Committee to course names, which are being modified above.
Previous Board Approval: April 9, 2020
Effective: Fall 2021

DEGREE CORRECTION

FILM, TELEVISION, AND ELECTRONIC MEDIA ASSOCIATE OF SCIENCE TRANSFER DEGREE

The Film, Television and Media department provides a comprehensive instructional program in radio and television broadcasting, digital film production, and digital audio and video production for use in broadcasting, cablecasting, multimedia, film production, and Internet applications.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn a Film, Television, and Electronic Media AS-T degree, students must complete the following Associate Degree for Transfer requirements:

- completion of the following major requirements with grades of C or better;
- completion of a minimum of 60 CSU transferable semester units with a grade point average of at least 2.0; and
- certified completion of the CSU General Education-Breadth (CSUGE) or Intersegmental General Education Transfer Curriculum (IGETC) for CSU, which requires a minimum of 37-39 units.

It is highly recommended that students complete courses that satisfy the U.S. History, Constitution, and American Ideals requirement as part of CSUGE or IGETC before transferring to a CSU.

Students planning to transfer to a baccalaureate institution and major in Film, Television, and Electronic Media should consult with a counselor regarding the transfer process and lower division requirements.

REQUIRED CORE COURSES: Select two courses (6 units)		**Units**
COMMST 135	Mass Media and Society	3

	or	
FTVM 101	Introduction to Electronic Media	3
FTVM 102	Introduction to Media Aesthetics and Cinematic Arts	3
FTVM 121	Intermediate Screen and Broadcast Writing	3
List A: Select one course from each area (6 units total)		**Units**
Audio		**Units**
FTVM 111	Studio Audio Production	3
FTVM 213	Audio Studio Operations	3
Video or Film Production		**Units**
FTVM 130	Survey of TV Studio and Film Production	3
FTVM 131	Cinematography	3
FTVM 132	Commercial Video Production	3
List B: Select one course not already selected (3 units)		**Units**
FTVM 112	Field Audio Production	3
FTVM 234	Short Film Production	3
List C: Select one course not already selected (3 units)		**Units**
FTVM 110	Audio Performance	3
FTVM 114	Editing I	3
FTVM 120	Introduction to Screen and Broadcast Writing	3
FTVM 122	Acting and Directing for Television and Film	3
FTVM 215	Editing II	3
FTVM 233	TV Studio Production	3
FTVM 235	Cinema Production	3
MAJOR TOTAL:18		**Units**
CSU GE-Breadth or IGETC for CSU Requirements: 37-39 **(Total units that may be double-counted for CSU-GE or IGETC: 6)**		**Units**
CSU ELECTIVES (as needed to reach 60 transferable units): 3-9		**Units**
Total Units		**60**

Rationale: On February 25, 2020, the Curriculum Committee approved this program modification using old course titles for FTVM. Since then, the department has made changes approved by the Committee to course names, which are being modified above.

Previous Board Approval: April 9, 2020

Effective: Fall 2021

DEGREE CORRECTION

MEDIA PRODUCTION ASSOCIATE OF ARTS DEGREE

The Associate of Art degree in Media Production is designed to prepare students for entry-level jobs in audio production and recording and online media platforms. These areas include public relations, internal communications, podcasts, remote and studio production, writing, preproduction, and editing.

Required (Core) Courses:		**Units**
FTVM 101	Introduction to Electronic Media	3
	or	
COMMST 135	Mass Media and Society	3
Required Courses:		**Units**
FTVM 110	Audio Performance	3

FTVM 111	Studio Audio Production	3
FTVM 112	Field Audio Production	3
FTVM 120	Introduction to Screen and Broadcast Writing	3
FTVM 213	Audio Studio Operations	3
FTVM 233	TV Studio Production	3
Choose (1) of the following courses:		**Units**
FTVM 130	Survey of TV Studio and Film Production	3
	or	
FTVM 132	Commercial Video Production	3
	or	
FTVM 234	Short Film Production	3
Total Units		**24**

Rationale:	On February 25, 2020, the Curriculum Committee approved this program modification using old course titles for FTVM. Since then, the department has made changes approved by the Committee to course names, which are being modified above.
Previous Board Approval:	April 9, 2020
Effective:	Fall 2021

DEGREE CORRECTION

TELEVISION ASSOCIATE OF ARTS DEGREE

The Associate in Art degree in TV is designed to prepare students for entry-level jobs in the television and new media industries in a variety of areas including serialized narrative and documentary, remote and studio production, writing, preproduction, and editing.

Required (Core) Courses:		**Units**
FTVM 101	Introduction to Electronic Media	3
	or	
COMMST 135	Mass Media and Society	3
Required Courses:		**Units**
FTVM 114	Editing I	3
FTVM 130	Survey of TV Studio and Film Production	3
FTVM 132	Commercial Video Production	3
Choose one (1) course from the following:		**Units**
FTVM 120	Introduction to Screen and Broadcast Writing	3
	or	
FTVM 121	Intermediate Screen and Broadcast Writing	3
Choose one (1) course from the following:		**Units**
FTVM 131	Cinematography	3
	or	
FTVM 233	TV Studio Production	3
Choose one (1) course from the following:		**Units**
FTVM 122	Acting and Directing for Television and Film	3
	or	
FTVM 233	TV Studio Production	3
	or	
FTVM 234	Short Film Production	3

Total Units	**21**

Rationale:	On February 25, 2020, the Curriculum Committee approved this program modification using old course titles for FTVM. Since then, the department has made changes approved by the Committee to course names, which are being modified above.
Previous Board Approval:	April 9, 2020
Effective:	Fall 2021

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Diana Rodriguez, President, SBVC
Dr. Kevin Horan, President, CHC
Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

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 have been completed and Human Resources has cleared the individuals for employment.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

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

Adjunct and Substitute Academic Employees

Submitted for Board Approval June 11, 2020

[v.5.22.2020.p.1|2]

San Bernardino Valley College – Academic Year 2019-20

	Course Subject	Discipline per Minimum Qualifications
Donoghue, John C.	Geography	Geography

San Bernardino Valley College – Academic Year 2020-21

	Course Subject	Discipline per Minimum Qualifications
Cahtterton, Micah	Library	Library
Castillo, Bryan	Geology	Earth Science
Castillo, Bryan	Oceanography	Earth Science
Farago Spencer, Emilia	English	English
Fierro, Marie	Student Development	Counseling
Lamptey, Ebenezer K.	Accounting	Accounting
Perez, Alecia	Student Development	Counseling
Smith, Michelle	Geography	Geography
Wilcher, Marcus	Music	Music

Crafton Hills College – Academic Year 2019-20

	Course Subject	Discipline per Minimum Qualifications
Booth, Geoffrey	Health Information Technology	Health Information Technology
Saucedo-Daniel, Jorge	Computer Information Systems	Computer Information Systems

Crafton Hills College – Academic Year 2020-21

	Course Subject	Discipline per Minimum Qualifications
Cardoza, Shannon	Computer Information Systems	Computer Information Systems
Clement, Brooke	Counseling	Counseling
Crow, Brian	Business Administration	Business
Cummings, Lou'Rie	Counseling	Counseling
Garcia, Claudia	Counseling	Counseling
Hilario, Michelle	Kinesiology	Kinesiology
Ho, Oscar Kwok	Computer Information Systems	Computer Information Systems
Hoehn, Marisela	Counseling	Counseling
Hogan, Ryan	Counseling	Counseling
Lemos, Alex	Accounting	Accounting
Saikali, Rita	Marketing	Marketing

Adjunct and Substitute Academic Employees

Submitted for Board Approval June 11, 2020

[v.5.22.2020.p.2|2]

Crafton Hills College – Academic Year 2020-21

	Course Subject	Discipline per Minimum Qualifications
Saucedo-Daniel, Jorge	Computer Information Systems	Computer Information Systems
Scott, Shella	Counseling	Counseling
Smith, Michelle	Computer Information Systems	Computer Information Systems
Sosa-Calderon, Sara	Counseling	Counseling
Tamayo, Jesse	Chemistry	Chemistry
Troncoza, Arline	Counseling	Counseling
Wilson, Debbie	Counseling	Counseling

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval to Appoint Temporary Academic Employees

RECOMMENDATION

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

OVERVIEW

The employees on the attached list are submitted for approval.

ANALYSIS

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

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

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

Appointment of Temporary Academic Employees

Submitted for Board Approval June 11, 2020

[v.5.21.2020.p.1|1]

	From	To	Range & Step	Rate	Fund	Live Scan Clearance
Mills, Lisa Counselor - Veteran's Resource Center CHC Student Services	07/01/20	12/31/20	E2	$83,330.00 per year	Strong Workforce	10/26/17
Gonzalez, Pedro Counselor - Adult Ed Block SBVC Counseling	07/01/20	12/31/20	D1	$77,788.00 per year	Adult Education Block Grant	07/31/12

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

PREPARED BY: Diana Rodriguez, President, SBVC
Dr. Kevin Horan, President, CHC

DATE: June 11, 2020

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, 2019, 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 May 16, 2019.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

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

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

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San Bernardino Valley College

	Not to Exceed					
	From	To	Rate	Hours	Amount	Project
Ababat, Anthony Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Adams, Kathryn Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Adams, Kathy CTE Online Pathways Grant Fund	06/12/20	08/07/20	$52.00	20	$1,040.00	Research & development related to CTE courses moving from face-to-face to online format.
Aguilera, Senobio CTE Online Pathways Grant Fund	06/12/20	08/07/20	$52.00	20	$1,040.00	Research & development related to CTE courses moving from face-to-face to online format.
Alvarez, Vicente Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Alvarez, Vicente Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Assuma, Michael Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Aycock, Monique Disabled Student Programs and Services Categorical Fund	07/01/20	12/31/20	$52.00	422	$21,944.00	The counselor will provide academic, career, personal counseling, guidance services, and facilitate workshops for students with disabilities. Recommend appropriate services and referrals for student s with disabilities to ensure equal access in accordance

Non-Instructional Pay for Academic Employees

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San Bernardino Valley College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Banola, Erwin Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Barnett, Keli Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Batalo, Manuela CTE Online Pathways Grant Fund	06/12/20	08/07/20	$52.00	20	$1,040.00	Research & development related to CTE courses moving from face-to-face to online format.
Batalo, Manuela Here to Career Grant Fund	07/01/20	06/30/21	$52.00	303	$15,756.00	Grant Activities Coordinator: Complete scope of work identified within the 5-year grant.
Batalo, Manuela Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Burckel, Georgia Middle College High School General Fund	06/01/20	06/30/20	$54.00	55	$2,970.00	Ms. Burckel will be supporting the Middle College High School Program. *Amendment: Ms. Burckel was previously board approved on 4/9/2020, for 40 hours. I would like to increase her hours to give her an additional 15 hours so that she can help with Middle College High School new student orientation and analysis of grades.*

Non-Instructional Pay for Academic Employees

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	Not to Exceed					
	From	To	Rate	Hours	Amount	Project
Burckel, Georgia Middle College High School General Fund	07/01/20	07/31/20	$54.00	44	$2,376.00	Ms. Burckel will be supporting the Middle College High School Program.
Burnham, Lorrie Office of Instruction General Fund	07/01/20	06/30/21	$52.00	80	$4,160.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Burns-Peters, Davena CTE Online Pathways Grant Fund	06/01/20	08/07/20	$52.00	150	$7,800.00	Facilitating DE Training to support CTE programs moving online, as well as other support courses moving online. *Ratification: Beginning the training sessions sooner than planned because of the number of faculty needing to be trained with our current distance education situation.*
Burns-Peters, Davena Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Burns-Peters, Davena Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Cacho, Bryce Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

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San Bernardino Valley College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Calderon, Colleen Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Caldwell-Betties, Melita Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Caldwell-Betties, Melita Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Cambara, Dennis Disabled Student Programs and Services Categorical Fund	07/01/20	12/31/20	$52.00	422	$21,944.00	The counselor will provide academic, career, personal counseling, guidance services, and facilitate workshops for students with disabilities. Recommend appropriate services and referrals for student s with disabilities to ensure equal access in accordance
Carlos, Christopher Extended Policy Academy General Fund	07/01/20	06/30/21	$52.00	112	$5,824.00	Curriculum Writing
Copeland, Mary Instruction Office General Fund	06/12/20	07/31/20	$52.00	40	$2,080.00	Curriculum Summer Project
Corrales, Athena Nursing Growth & Enrollment Grant Fund	07/01/20	06/30/21	$52.00	1056	$54,912.00	Nursing Enrollment & Growth - Nursing workshops for students, develop remediation strategies for nursing students and provide general counseling for pre and current nursing students.

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

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San Bernardino Valley College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Croy, Jeremy Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Cuny, Lucas CTE Online Pathways Grant Fund	06/12/20	08/07/20	$52.00	20	$1,040.00	Research & development related to CTE courses moving from face-to-face to online format.
Cuny, Lucas Office of Instruction General Fund	07/01/20	06/30/21	$52.00	20	$1,040.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Dennett, Loni Disabled Student Programs and Services Categorical Fund	07/01/20	12/31/20	$52.00	422	$21,944.00	The counselor will provide academic, career, personal counseling, guidance services, and facilitate workshops for students with disabilities. Recommend appropriate services and referrals for student s with disabilities to ensure equal access in accordance

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

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San Bernardino Valley College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Dulgeroff, James Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Evans-Perry, Ginny Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Evans-Perry, Virginia Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Ferri-Milligan, Paula Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Fierro, Marie Promise Categorical Grant	07/01/20	12/31/20	$52.00	422	$21,944.00	The counselor will provide academic, career, personal counseling, guidance services, and facilitate workshops for FYE and Promise students.
Fogle, Melinda Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.

Non-Instructional Pay for Academic Employees

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San Bernardino Valley College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Ghazaleh, Rema Middle College High School General Fund	06/01/20	06/30/20	$54.00	55	$2,970.00	Ms. Ghazaleh will be supporting the Middle College High School Program. *Amendment: Ms. Ghazaleh was previously board approved on 4/9/2020, for 40 hours. I would like to increase her hours to give her an additional 15 hours so that she can help with Middle College High School new student orientation and analysis of grades.*
Ghazaleh, Rema Middle College High School General Fund	07/01/20	07/31/20	$54.00	44	$2,376.00	Ms. Ghazaleh will be supporting the Middle College High School Program.
Green, Kenneth Extended Policy Academy General Fund	07/01/20	06/30/21	$52.00	422	$21,944.00	Police Academy Coordinator
Halabi, Tarif Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Heibel, Todd Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.

Non-Instructional Pay for Academic Employees

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San Bernardino Valley College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Herrera, Jaime Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Hetch, Andrea Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Jacobo, Magdalena Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Jakpor, Riase Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Jefferson, Kimberly Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Jorgensen, Judy Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.

Non-Instructional Pay for Academic Employees

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San Bernardino Valley College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
King, Melissa Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Knight, Denise Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Lawler, Mary Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Lee, Dirkson Office of Instruction General Fund	06/01/20	08/07/20	$52.00	200	$10,400.00	Summer Writing Center Faculty Lead. *Ratification: Due to Covid-19 we were unclear as to the writing center needs online, and now recognize the need to continue to provide these services to students online and require our lead faculty to supervise.*
Lemieux, Jesse Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Lewis, Rosalind Extended Policy Academy General Fund	07/01/20	06/30/21	$52.00	422	$21,944.00	Police Academy Coordinator

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

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San Bernardino Valley College

	Not to Exceed					
	From	To	Rate	Hours	Amount	Project
Lillard, Sheri Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Lillard, Sheri Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Luke, Craig Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Mattson, Susan Office of Instruction General Fund	07/01/20	06/30/21	$52.00	80	$4,160.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Melancon, Kenny Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Metu, Reginald Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.

Non-Instructional Pay for Academic Employees

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San Bernardino Valley College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Meyer, Stacy Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Milligan, Joshua Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Moneymaker, Melinda CTE Online Pathways Grant Fund	06/12/20	08/07/20	$52.00	20	$1,040.00	Research & development related to CTE courses moving from face-to-face to online format.
Moneymaker, Melinda Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Moore, Sandra Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.

Non-Instructional Pay for Academic Employees

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San Bernardino Valley College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Pave, Adam Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Penniman, Walter Regional Strong Workforce Program Grant Fund	07/01/20	06/30/21	$52.00	1080	$56,160.00	Clinical coordinator, Recruitment for the Psychiatric Technology program, and enrollment. Will oversee and supervise students assigned to clinical sites, assists with career counseling to promote professional career pathways.
Perez, Alicia Promise Categorical Grant	07/01/20	12/31/20	$52.00	422	$21,944.00	The counselor will provide academic, career, personal counseling, guidance services, and facilitate workshops for FYE and Promise students.
Pires, Romana Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Roberts, John CTE Online Pathways Grant Fund	06/12/20	08/07/20	$52.00	20	$1,040.00	Research & development related to CTE courses moving from face-to-face to online format.

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

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San Bernardino Valley College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Robles, Matthew Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Simental, Yolanda Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Simpson, Tahirah Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Sogomonian, Nori Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Sogomonian, Nori Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Tasaka, Bethany Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Tolstova, Anna Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

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San Bernardino Valley College

	Not to Exceed					
	From	To	Rate	Hours	Amount	Project
Valdez, Maria Office of Instruction General Fund	07/01/20	06/30/20	$52.00	168	$8,736.00	Comply with board of vocational nursing and psychiatric technology requirements. CPR certification, meet with applicants prior to admission, screen applicants & verify completion of program prerequisites.
Valdez, Maria Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Valdez, Maria Office of Instruction General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Vazquez, Tatiana Office of Instruction General Fund	07/01/20	06/30/21	$52.00	20	$1,040.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.
Wilkins, Janice Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Worsley, Margaret CTE Online Pathways Grant Fund	06/01/20	08/07/20	$52.00	190	$9,880.00	Facilitating DE Training to support CTE programs moving online, as well as other support courses moving online. *Ratification: Beginning the training sessions sooner than planned because of the number of faculty needing to be trained with our current distance education situation.*

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

[v.5.21.2020.p.15|22]

San Bernardino Valley College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Worsley, Margaret Instruction Office General Fund	06/12/20	07/31/20	$52.00	10	$520.00	Curriculum Summer Project
Worsley, Margaret Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Department Chair duties - These hours allow for non-traditional, department chair duties such as scheduling, hiring committees, operational processes and work on projects such as AB-705.

Crafton Hills College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Anderson, Jonathan Instruction Office General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Faculty Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Andrews, Breanna Instruction Office General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Faculty Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Azenaro, Renee Instruction Office General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Faculty Co-Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Bailes, Brandi Instruction Office General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Faculty Co-Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.

Non-Instructional Pay for Academic Employees

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Crafton Hills College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Cannon, Judy Honors	07/01/20	06/30/21	$52.00	890	$46,280.00	Faculty Lead, Honors
Cervantez, Jeff Instruction Office General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Faculty Co-Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Clements, Brooke Student Success & Support Program (SSSP)	05/26/20	06/30/20	$58.00	117.5	$6,815.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling. *Ratification: Submitted after deadline due to oversight by staff due to transition of working from home.*
Clements, Brooke Student Success & Support Program (SSSP)	07/01/20	08/14/20	$58.00	141	$8,178.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling.
Commander, John Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	EMT Fit Testing
Cummings, Lou'Rie Student Success & Support Program (SSSP)	05/26/20	06/30/20	$58.00	117.5	$6,815.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling. *Ratification: Submitted after deadline due to oversight by staff due to transition of working from home.*
Cummings, Lou'Rie Student Success & Support Program (SSSP)	07/01/20	08/14/20	$58.00	141	$8,178.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling.
DiBartolo, Cheryl Institutional Effectiveness Partnership Initiative	07/01/20	08/07/20	$52.00	50	$2,600.00	Develop online material for Biological Anthropology lab to offer an online lab science.

Non-Instructional Pay for Academic Employees

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Crafton Hills College

				Not to Exceed		
	From	To	Rate	Hours	Amount	Project
Fry, Maureen Disabled Student Programs/Services	07/01/20	06/30/21	$58.00	431	$24,998.00	DSPS Counselor, meet with disabled students for Ed plan, LD testing, accommodations, etc.
Garcia, Claudia Student Success & Support Program (SSSP)	05/26/20	06/30/20	$58.00	117.5	$6,815.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling. *Ratification: Submitted after deadline due to oversight by staff due to transition of working from home.*
Garcia, Claudia Student Success & Support Program (SSSP)	07/01/20	08/14/20	$58.00	141	$8,178.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling.
George, Kenneth Instruction Office General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Faculty Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Grabow, James Instruction Office General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Faculty Co-Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Green, Laurie Instruction Office General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Faculty Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Hamlett, Cynthia Institutional Effectiveness Partnership Initiative	06/01/20	06/30/20	$52.00	80	$4,160.00	Distance Education Training Courses *Ratification: Assignment was made after deadline.*
Hamlett, Cynthia CARES	06/01/20	06/30/20	$52.00	100	$5,200.00	Faculty Lead, Distance Education *Ratification: Assignment was made after deadline.*
Hamlett, Cynthia CARES	07/01/20	08/07/20	$52.00	120	$6,240.00	Faculty Lead, Distance Education

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

[v.5.21.2020.p.18|22]

Crafton Hills College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Hamlett, Cynthia Student Equity	08/10/20	06/30/21	$52.00	630	$32,760.00	Faculty Lead, Distance Education
Hoehn, Marisela Student Success & Support Program (SSSP)	05/26/20	06/30/20	$58.00	117.5	$6,815.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling. *Ratification: Submitted after deadline due to oversight by staff due to transition of working from home.*
Hoehn, Marisela Student Success & Support Program (SSSP)	07/01/20	08/14/20	$58.00	141	$8,178.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling.
Hogan, Ryan Student Success & Support Program (SSSP)	05/26/20	06/30/20	$58.00	117.5	$6,815.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling. *Ratification: Submitted after deadline due to oversight by staff due to transition of working from home.*
Hogan, Ryan Student Success & Support Program (SSSP)	07/01/20	08/14/20	$58.00	141	$8,178.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling.
Ivy, Krista Instruction Office General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Faculty Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Jeide, William Office of Instruction General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	EMT Fit Testing
Maloney-Hinds, Colleen Instruction Office General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Faculty Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

[v.5.21.2020.p.19|22]

Crafton Hills College

	Not to Exceed					
	From	To	Rate	Hours	Amount	Project
McConnell, Mark Instruction Office General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Faculty Co-Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
McCool, Karol Library General Fund	06/01/20	06/30/20	$58.00	30	$1,740.00	Adjunct Librarian
McCool, Karol Library General Fund	07/01/20	07/31/20	$58.00	50	$2,900.00	Adjunct Librarian
McCoy, Danielle Instruction Office General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Faculty Co-Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
McKee, Julie Instruction Office General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Faculty Co-Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
McLaren, Meridyth Instruction Office General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Faculty Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Myers Hyatt, Diana Library General Fund	06/01/20	06/30/20	$58.00	30	$1,740.00	Adjunct Librarian
Myers Hyatt, Diana Library General Fund	07/01/20	07/31/20	$58.00	50	$2,900.00	Adjunct Librarian
Pennington, Anne Library General Fund	06/01/20	06/30/20	$58.00	30	$1,740.00	Adjunct Librarian
Pennington, Anne Library General Fund	07/01/20	07/31/20	$58.00	50	$2,900.00	Adjunct Librarian

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

[v.5.21.2020.p.20|22]

Crafton Hills College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Rivera, Ernesto Instruction Office General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Faculty Co-Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Rojas, Danny Instruction Office General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Faculty Co-Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Scott, Shella Student Success & Support Program (SSSP)	05/26/20	06/30/20	$58.00	117.5	$6,815.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling. *Ratification: Submitted after deadline due to oversight by staff due to transition of working from home.*
Scott, Shella Student Success & Support Program (SSSP)	07/01/20	08/14/20	$58.00	141	$8,178.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling.
Sheahan, Michael Instruction Office General Fund	07/01/20	06/30/21	$52.00	50	$2,600.00	Faculty Co-Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Shum, Cynthia Student Success & Support Program (SSSP)	05/26/20	06/30/20	$58.00	117.5	$6,815.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling. *Ratification: Submitted after deadline due to oversight by staff due to transition of working from home.*
Shum, Cynthia Student Success & Support Program (SSSP)	07/01/20	08/14/20	$58.00	141	$8,178.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling.

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

[v.5.21.2020.p.21|22]

Crafton Hills College

			Not to Exceed			
	From	To	Rate	Hours	Amount	Project
Snowhite, Mark Campus President Other Instructional Support Services	06/01/20	06/30/20	$52.00	20	$1,040.00	Assist with writing and editing the Self-Study
Snowhite, Mark Campus President Other Instructional Support Services	07/01/20	08/07/20	$52.00	60	$3,120.00	Assist with writing and editing the Self-Study
Sosa-Calderon, Sara Student Success & Support Program (SSSP)	05/26/20	06/30/20	$56.00	117.5	$6,580.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling. *Ratification: Submitted after deadline due to oversight by staff due to transition of working from home.*
Sosa-Calderon, Sara Student Success & Support Program (SSSP)	07/01/20	08/14/20	$56.00	141	$7,896.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling.
Truong, Sam Instruction Office General Fund	07/01/20	06/30/21	$52.00	100	$5,200.00	Faculty Chair duties required to be performed on campus during the Summer, Spring, and Winter breaks.
Wilson, Debbie Student Success & Support Program (SSSP)	05/26/20	06/30/20	$58.00	117.5	$6,815.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling. *Ratification: Submitted after deadline due to oversight by staff due to transition of working from home.*
Wilson, Debbie Student Success & Support Program (SSSP)	07/01/20	08/14/20	$58.00	141	$8,178.00	Adjunct Counselor, provide counseling, Ed plan development, and other counseling services in counseling.

Non-Instructional Pay for Academic Employees

Submitted for Board Approval June 11, 2020

[v.5.21.2020.p.22|22]

District Support Operations

	Not to Exceed					
	From	To	Rate	Hours	Amount	Project
Hamdy, Rania Human Resources General Fund	05/23/20	08/10/20	$52.00	60	$3,120.00	Professional Development & Cornerstone *Correcting Site Location*

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Diana Rodriguez, President, SBVC
Dr. Kevin Horan, President, CHC
Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

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.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The payment of stipends is included in the appropriate budgets.

Payment of Stipends

Submitted for Board Approval June 11, 2020

[v.5.20.2020.p.1|4]

Faculty Chair – 2020-21 Academic Year

	Site & Department	Stipend
Anderson, Jonathan	CHC English	$9,000.00
Andrews, Breanna	CHC Communication and Language	$8,000.00
Bailes, Brandi (Co-Chair)	CHC Mathematics	$4,500.00
Cervantez, Jeff (Co-Chair)	CHC Social Sciences	$4,000.00
George, Kenneth	CHC Business, Economics, and Information Technology, and Multimedia and Information Technology	$9,000.00
Green, Laurie	CHC Public Safety and Services	$8,000.00
Grabow, James (Co-Chair)	CHC Counseling	$3,000.00
Ivy, Krista	CHC Instructional Support	$7,000.00
Maloney-Hinds, Colleen	CHC Kinesiology and Health Education	$7,000.00
McConnell, Mark (Co-Chair)	CHC Fine Arts	$7,000.00
McCoy, Danielle (Co-Chair)	CHC Mathematics	$4,500.00
McKee, Julie (Co-Chair)	CHC Social Sciences	$4,000.00
McLaren, Meridyth	CHC Human Development	$6,000.00
Rivera, Ernesto (Co-Chair)	CHC Counseling	$3,000.00
Rojas, Danny (Co-Chair)	CHC Allied Health Services	$4,000.00
Sheahan, Michael (Co-Chair)	CHC Allied Health Services	$4,000.00
Truong, Sam	CHC Physical and Biological Sciences	$9,000.00
Alvarez, Vicente	SBVC Mathematics	$9,000.00
Assuma, Michael	SBVC Business Admin.	$8,000.00
Banola, Erwin	SBVC Kinesiology	$8,000.00
Barnett, Keli	SBVC Child Development	$4,000.00
Batalo, Mauela	SBVC Art	$8,000.00
Burnham, Lorrie	SBVC Biology	$9,000.00
Burns-Peters, Davena	SBVC Modern Languages	$4,500.00

Payment of Stipends

Submitted for Board Approval June 11, 2020

[v.5.20.2020.p.2|4]

Faculty Chair – 2020-21 Academic Year

	Site & Department	Stipend
Cacho, Bryce	SBVC Welding	$3,000.00
Calderon, Colleen	SBVC History	$8,000.00
Caldwell-Betties, Melita	SBVC Water System Tech.	$7,000.00
Croy, Jeremy	SBVC Administration of Justice	$5,000.00
Cuny, Lucas	SBVC Communication Studies/FTVM	$2,000.00
Dulgeroff, James	SBVC Economics	$5,000.00
Evans-Perry, Virginia	SBVC Library Technology	$6,000.00
Ferri-Milligan, Paula	SBVC English	$9,000.00
Fogle, Melinda	SBVC Music/Theatre	$4,000.00
Halabi, Tarif	SBVC Electronics	$9,000.00
Heibel, Todd	SBVC GIS/Ocean/Geography/Geology	$4,000.00
Herrera, Jaime	SBVC Counseling	$3,500.00
Hetch, Andrea	SBVC Counseling	$3,500.00
Jakpor, Riase	SBVC Political Science	$7,000.00
Jefferson, Kimberly	SBVC Reading	$7,000.00
Jorgensen, Judy	SBVC Architecture	$6,000.00
King, Melissa	SBVC Anthropology	$6,000.00
Knight, Denise	SBVC Child Development	$4,000.00
Lemieux, Jesse	SBVC Chemistry	$4,500.00
Lillard, Sheri	SBVC Chemistry	$4,500.00
Mattson, Susan	SBVC Communication Studies/FTVM	$7,000.00
Melancon, Berchman (Kenny)	SBVC Diesel	$8,000.00
Metu, Reginald	SBVC Computer Info. Technology	$8,000.00
Meyer, Stacy	SBVC Culinary Arts	$7,000.00
Milligan, Joshua	SBVC Welding	$3,000.00
Moneymaker, Melinda	SBVC Human Services	$7,000.00
Moore, Sandra	SBVC Psychology	$8,000.00
Pave, Adam	SBVC Philosophy/Relig. Studies	$7,000.00
Pires, Romana	SBVC Sociology	$7,000.00
Robles, Matthew	SBVC GIS/Ocean/Geography/Geology	$4,000.00
Sogomonian, Nori	SBVC Modern Languages	$4,500.00
Tolstova, Anna	SBVC Physics/Astronomy	$7,000.00
Valdez, Maria	SBVC Psychiatric Technology	$8,000.00

Payment of Stipends

Submitted for Board Approval June 11, 2020

[v.5.20.2020.p.3|4]

Faculty Chair – 2020-21 Academic Year

	Site & Department	Stipend
Worsley, Margaret	SBVC Music/Theatre	$4,000.00

Faculty Coordinator – 2020-21 Academic Year

	Site & Department	Stipend
Barrie, Trinette	CHC Counseling	$4,400.00 Total for 11 months
Moreno, Mariana	CHC Transfer Center	$4,800 Total for 12 months
Reichert, Nicholas	CHC Tutoring Center	$4,800 Total for 12 months
Sandy, Hannah	CHC Health & Wellness	$4,400.00 Total for 11 months
Hamdy, Rania	SBVC Professional Development	$4,000.00

Head Coach – Fall 2020

	Site & Department	Stipend
Senn, Ivy	CHC Water Polo	$7,000.00
Troiano, Kyle	CHC Water Polo	$7,000.00

Other Stipend – 06/11/20-08/07/20

	Site & Department	Stipend
Adams, Kathy	SBVC Child Development-Quality Badge Course Training.	$1,500.00
Burns-Peters, Davena	SBVC Modern Languages-Quality Badge Course Training.	$1,500.00
Henkle, Lisa	SBVC Political Science-Local Norming POCR Training	$2,600.00
Notarangelo, Maria	SBVC Library-Local Norming POCR Training	$2,600.00
Notarangelo, Maria	SBVC Library-Quality Badge Course Training.	$1,500.00
Pave, Adam	SBVC Philosophy/Religious Studies-Local Norming POCR Training	$2,600.00

Payment of Stipends

Submitted for Board Approval June 11, 2020

[v.5.20.2020.p.4|4]

Other Stipend – 06/11/20-08/07/20

	Site & Department	Stipend
Strong, Terri	SBVC Math-Local Norming POCR Training	$2,600.00
Torres, Michael	SBVC Chemistry-Local Norming POCR Training	$2,600.00
Trewhalla, Donna Maria	SBVC RTVF-Quality Badge Course Training.	$1,500.00
Worsley, Margaret	SBVC Music-Quality Badge Course Training.	$1,500.00

Other Stipend – 07/06/20-08/01/20

	Site & Department	Stipend
Al-Husseini, Maha	SBVC Computer Information Technology-Peer Online Course Review Training (POCR)	$2,000.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval of Revised Classified Salary Schedule

RECOMMENDATION

It is recommended that the Board of Trustees approve the revised Classified Salary Schedule.

OVERVIEW

A Tentative Agreement was reached and approved at the March 9, 2020 Board meeting pertaining to the classified salary schedule.

ANALYSIS

The attached classified salary schedule is a revision from what was approved at the March 9, 2020 Board meeting. A formula error occurred in the first draft presented and the revision reflects the appropriate update to the values in column F.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

The cost of classified salaries and benefits are to be covered in the appropriate budgets.

Classified Salary Schedule
Board Approved 06/11/20

RANGE	POSITION	STEP A	B	C	D	E	F
18	▪ Food Service Worker I	$ 15.59	$ 16.37	$ 17.18	$ 18.06	$ 18.93	$ 19.50
19	▪ Bookstore Customer Service Assistant	$ 15.99	$ 16.79	$ 17.61	$ 18.51	$ 19.43	$ 20.01
20	▪ Child Development Assistant ▪ Food Service Specialist	$ 16.37	$ 17.19	$ 18.06	$ 18.94	$ 19.90	$ 20.50
21	▪ Clerical Assistant I ▪ Workforce Grant Assistant	$ 16.79	$ 17.61	$ 18.51	$ 19.43	$ 20.38	$ 20.99
22	▪ Storekeeper I	$ 17.19	$ 18.06	$ 18.94	$ 19.90	$ 20.91	$ 21.54
23	▪ Bookstore Assistant I	$ 17.62	$ 18.51	$ 19.44	$ 20.40	$ 21.43	$ 22.07
24		$ 18.08	$ 18.99	$ 19.94	$ 20.94	$ 21.99	$ 22.65
25	▪ Clerical Assistant II ▪ Mail Clerk ▪ Switchboard Operator	$ 18.52	$ 19.46	$ 20.44	$ 21.45	$ 22.54	$ 23.22
26	▪ Account Clerk I ▪ Aquatic Center Pool Attendant ▪ Learning Resources Assistant ▪ Library Media Clerk ▪ P.E. & Athletic Equipment Specialist ▪ Sport Information Specialist ▪ Storekeeper II ▪ Tool Room Specialist	$ 18.99	$ 19.94	$ 20.94	$ 21.97	$ 23.07	$ 23.76
27	▪ Bookstore Assistant II ▪ Custodian ▪ Custodian/Courier	$ 19.47	$ 20.46	$ 21.45	$ 22.55	$ 23.66	$ 24.37
28	▪ Warehouse Operations Worker	$ 19.95	$ 20.95	$ 22.00	$ 23.09	$ 24.24	$ 24.97
29	▪ CDC Food Service Specialist ▪ College Security Officer ▪ Secretary I	$ 20.48	$ 21.49	$ 22.56	$ 23.68	$ 24.88	$ 25.63
30	▪ Account Clerk II ▪ Grounds Caretaker ▪ Library Technical Assistant I ▪ Police Dispatch Clerk ▪ Printer Reproduction Operator ▪ Student Services Technician I	$ 20.96	$ 22.02	$ 23.11	$ 24.27	$ 25.49	$ 26.25
31	▪ Book Buyer ▪ Lead Custodian ▪ Lead Grounds Caretaker ▪ Purchasing Technician	$ 21.49	$ 22.56	$ 23.68	$ 24.88	$ 26.12	$ 26.90
32	▪ Admissions and Records Technician ▪ Warehouse Technician	$ 22.03	$ 23.13	$ 24.30	$ 25.51	$ 26.78	$ 27.58
33	▪ Maintenance Worker ▪ Secretary II	$ 22.58	$ 23.68	$ 24.90	$ 26.13	$ 27.43	$ 28.25
34	▪ Clean Energy Workforce Training Assistant ▪ Library Technical Assistant II ▪ Multimedia Specialist ▪ Student Services Technician II ▪ Tutorial Coordinator	$ 23.13	$ 24.30	$ 25.51	$ 26.78	$ 28.13	$ 28.97
35	▪ Assistant Bookstore Manager	$ 23.70	$ 24.91	$ 26.14	$ 27.44	$ 28.81	$ 29.67

Classified Salary Schedule
Board Approved 06/11/20

RANGE	POSITION	STEP A	B	C	D	E	F
36	▪ Accountant ▪ Development Associate, KVCR-FM ▪ Job Developer ▪ Producer, Radio	$ 24.32	$ 25.52	$ 26.81	$ 28.15	$ 29.55	$ 30.44
37	▪ Admin Secretary ▪ Maintenance Technician ▪ Payroll Accountant	$ 24.92	$ 26.16	$ 27.46	$ 28.83	$ 30.28	$ 31.19
38	▪ Admissions and Records Specialist ▪ Broadcast Operator ▪ Campus Center Specialist ▪ Computer Technician ▪ Evidence and Records Technician ▪ Financial Aid Specialist I ▪ Grant Clerical Assistant ▪ Laboratory Technician * *Aeronautics *Anatomy *Art *Biology *Chemistry *Computer Information Technology *Culinary Arts *Electricity/Electronics *Emergency Medical Services (EMS) *Environmental Science *Microbiology *Physics ▪ Senior Multimedia Specialist ▪ Senior Student Service Technician ▪ Student Activities & Campus Center Specialist	$ 25.53	$ 26.82	$ 28.16	$ 29.56	$ 31.04	$ 31.97
39	▪ Graphic Specialist ▪ Printing Operations Specialist	$ 26.19	$ 27.49	$ 28.88	$ 30.31	$ 31.85	$ 32.81
40	▪ Financial Aid Specialist II ▪ Programmer ▪ Purchasing Agent ▪ Telecommunications Technician	$ 26.84	$ 28.19	$ 29.58	$ 31.06	$ 32.62	$ 33.60
41	▪ Admin Assistant I ▪ HVAC/R Technician ▪ Interpreting Services Specialist ▪ Lead Maintenance Technician	$ 27.50	$ 28.88	$ 30.32	$ 31.85	$ 33.42	$ 34.42
42	▪ Admissions and Record Coordinator ▪ Admissions and Record Evaluator ▪ Athletic Trainer ▪ Instructional Assessment Technician ▪ Research Data Specialist ▪ Schedule/ Catalog Data Specialist ▪ Traffic Coordinator, TV	$ 28.21	$ 29.62	$ 31.10	$ 32.65	$ 34.28	$ 35.31

Classified Salary Schedule
Board Approved 06/11/20

RANGE	POSITION	STEP A	B	C	D	E	F
43	▪ Admin Curriculum Coordinator ▪ Green Workforce Data Technician ▪ Logistics Grant Coordinator ▪ Senior Payroll Accountant ▪ Technical Assistant	$ 28.90	$ 30.34	$ 31.86	$ 33.45	$ 35.12	$ 36.17
44	▪ Admin Coordinator ▪ Financial Aid Outreach Coordinator ▪ Marketing Coordinator ▪ Outreach & Recruitment Technician ▪ Planetarium Production & Presentation Coordinator ▪ Project Analyst ▪ Senior Accountant ▪ Senior Producer, Radio ▪ Technologies Coordinator ▪ Telecommunications Engineer ▪ User Liaison	$ 29.63	$ 31.11	$ 32.65	$ 34.28	$ 36.01	$ 37.09
45	▪ Development Coordinator ▪ EOPS Coordinator ▪ Financial Aid Coordinator	$ 30.37	$ 31.89	$ 33.49	$ 35.14	$ 36.93	$ 38.04
46	▪ Coordinator, Outreach and Relations with Schools ▪ Coordinator, Student Success Services and Programs ▪ Distance Education Systems Administrator ▪ Programmer/Analyst ▪ Research Assistant ▪ Technology Support Specialist I	$ 31.13	$ 32.69	$ 34.31	$ 36.04	$ 37.83	$ 38.96
47	▪ Admissions & Records Lead Evaluator ▪ Data Analyst	$ 31.90	$ 33.50	$ 35.18	$ 36.95	$ 38.79	$ 39.95
48	▪ Alternative Media and Assistive Technology Specialist ▪ Program Manger, KVCR	$ 32.71	$ 34.33	$ 36.05	$ 37.88	$ 39.76	$ 40.95
49		$ 33.51	$ 35.18	$ 36.96	$ 38.81	$ 40.74	$ 41.96
50	▪ Administrative Assistant II ▪ College Police Officer ▪ Producer/Director, TV ▪ Program Coordinator ATTC ▪ RF/ Microwave Engineer, Radio ▪ Senior Theatre Arts Technical Specialist ▪ Technology Support Specialist II	$ 34.35	$ 36.06	$ 37.89	$ 39.77	$ 41.76	$ 43.01
51		$ 35.20	$ 36.97	$ 38.83	$ 40.77	$ 42.81	$ 44.09
52	▪ Telecommunications Specialist	$ 36.08	$ 37.90	$ 39.81	$ 41.78	$ 43.87	$ 45.19
53	▪ Contracts and Liability Specialist	$ 36.99	$ 38.84	$ 40.78	$ 42.83	$ 44.97	$ 46.32

Classified Salary Schedule
Board Approved 06/11/20

RANGE	POSITION	STEP A	B	C	D	E	F
54	▪ Budget Analyst ▪ Database Administrator ▪ Edu Stream Web Applications Developer ▪ Instructional Technology Specialist ▪ Research Analyst ▪ Systems Analyst ▪ Web Developer	$ 37.92	$ 39.82	$ 41.79	$ 43.89	$ 46.08	$ 47.46
55		$ 38.86	$ 40.80	$ 42.85	$ 45.00	$ 47.25	$ 48.67
56		$ 39.84	$ 41.81	$ 43.91	$ 46.11	$ 48.41	$ 49.86
57		$ 40.83	$ 42.87	$ 45.02	$ 47.27	$ 49.64	$ 51.13
58		$ 41.86	$ 43.95	$ 46.15	$ 48.44	$ 50.85	$ 52.38
59		$ 42.90	$ 45.04	$ 47.29	$ 49.66	$ 52.14	$ 53.70
60		$ 43.97	$ 46.16	$ 48.46	$ 50.90	$ 53.45	$ 55.05
61		$ 45.06	$ 47.33	$ 49.69	$ 52.17	$ 54.78	$ 56.42
62		$ 46.20	$ 48.51	$ 50.93	$ 53.47	$ 56.15	$ 57.83
63	▪ Senior Programmer/Analyst ▪ Senior Research and Planning Analyst ▪ Senior Technology Support Specialist	$ 47.64	$ 50.03	$ 52.53	$ 55.15	$ 57.92	$ 59.66
64		$ 48.83	$ 51.26	$ 53.84	$ 56.53	$ 59.35	$ 61.13
65		$ 50.05	$ 52.55	$ 55.19	$ 57.93	$ 60.83	$ 62.65
66		$ 51.29	$ 53.86	$ 56.55	$ 59.38	$ 62.35	$ 64.22

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval to Appoint District Employees

RECOMMENDATION

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

OVERVIEW

The employees on the attached list are submitted for approval.

ANALYSIS

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

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

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

Appointment of District Employees

Submitted for Board June 11, 2020

[v.5.21.2020.p.1|1]

	Start Date	Salary Schedule, Range & Step	Rate	New or Replacing	Fund	Live Scan Clearance
Grounds, John Instructor, Emergency Medical Services CHC Emergency Medical Services	08/15/19	Academic D2	$71,252.62 per year	C. Wilson	Emergency Mecical Services General Fund	06/18/18
Ratification: Ammended initial salary placement effective 08/15/19						

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval of Reclassification of Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the reclassification of employees as indicated on the attached.

OVERVIEW

In accordance with Appendix B: Salary Schedule Regulations of the Collective Bargaining Agreement, Faculty members may apply for reclassification following their initial placement on the salary schedule based on either academic units or applied work experience gained subsequent to employment by the District.

ANALYSIS

The reclassifications on the attached list are mutually agreed upon by both parties.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The financial implications resulting from these reclassifications will be an additional cost to the appropriate budgets.

Reclassifications

Submitted for Board Approval June 11, 2020

[v.5.21.2020.p.1|1]

	Effective Date	Current Position	Proposed Reclassification
Ivy, Krista CHC Library	07/01/20	Librarian Academic Schedule Range F, Step 10, $108,188.00 per year	Librarian Academic Schedule Range G, Step 10, $111,974.00 per year
Blacksher, Anthony SBVC Sociology	07/01/20	Instructor, Sociology Academic Schedule Range G, Step 10, $99,097.40 per year	Instructor, Sociology Academic Schedule Range I, Step 10, $106,155.61 per year
Fozouni, Daihim SBVC English	07/01/20	Instructor, English Academic Schedule Range F, Step 11, $97,182.47 per year	Instructor, English Academic Schedule Range G, Step 11, $100,583.86 per year
Hamdy, Rania SBVC Instruction	07/01/20	Professional Development Coordinator Academic Schedule Range F, Step 11, $97,182.47 per year	Professional Development Coordinator Academic Schedule Range G, Step 11, $100,583.86 per year
Massad, Sana SBVC Nursing	07/01/20	Instructor, Nursing Academic Schedule Range E, Step 12, $95,304.55 per year	Instructor, Nursing Academic Schedule Range G, Step 12, $102,092.61 per year
Torres, Christina SBVC Physical Education Instruction	07/01/20	PE Instructor/Womens Basketball Coach Academic Schedule Range F, Step 7, $88,909.94 per year	PE Instructor/Womens Basketball Coach Academic Schedule Range G, Step 7, $92,021.78 per year

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval of the 2020-2021 Early Retirement Incentive Plan

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2020-21 Early Retirement Incentive Plan for eligible employees effective July 1, 2020.

OVERVIEW

Staff recommends the approval of an early retirement incentive plan. It is important to note that this is not a typical SERP or supplemental employee retirement plan; retirement health benefits are not being offered. However, employees will still be eligible to participate in the service retirement options afforded by their bargaining unit contract.

ANALYSIS

A total of 21 faculty and staff have taken advantage of the incentive based on meeting the following criteria.

Eligibility Requirements as of June 30, 2020	1. Employee must be at least 55 years of age as of June 30, 2020 and 2. Have a minimum of ten (10) years of service with the District	
Classification Payout Amount	$20,000	Management
	$20,000	CTA
	$20,000	CSEA
	$20,000	Confidential
2020 Timeline	April 9	Board Pre-Approved the offering of the 2020-21 Early Retirement Incentive Plan
	April 15	Formal announcement to employees

April 22	Q&A District Education Webinars on Retirement Plan Incentive
May 1	Letters of resignation due to Human Resources
May 8	Last day to rescind resignation
June 11	Board approves resignations/retirements
June 30	Participants retire from District
July 1	2020-21 Early Retirement Incentive Plan becomes effective

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The financial implications based on our target is a one-time payout amount of $420,000 which will be paid out from the District reserves.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor of Human Resources and Police Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval of Transfer in Lieu of Layoff

RECOMMENDATION

It is recommended that the Board of Trustees approve the transfer of Stacy Sysawang in lieu of layoff.

OVERVIEW

Stacy Sysawang change of position from Secretary II, PDC/EDCT, to Secretary II, Emergency Medical Services (EMS), CHC, full-time, 12-month position, with no change in salary, effective July 1, 2020.

ANALYSIS

The Board of Trustees approved elimination of the Secretary II position in PDC/EDCT at District on May 14, 2020. Ms. Sysawang has elected to accept a transfer in lieu of layoff.

INSTITUTIONAL VALUES

None

FINANCIAL IMPLICATIONS

No financial impact.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval to Appoint Interim Managers

RECOMMENDATION

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

OVERVIEW

The employees on the attached list are submitted for approval.

ANALYSIS

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

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

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

Appointment of Interim Managers

Submitted for Board Approval June 11, 2020

[v.5.22.2020.p.1|1]

	Effective Dates	Range & Step	Salary	New or Replacing	Fund	Live Scan Clearance
Bernal, Cynthia Interim Assistant Manager Workforce Development DIST EDCT	07/01/20 to 06/30/21	4A	$58,046.00 per year	New	Workforce Grant Fund	07/29/19
Hector, Leticia M. Interim Division Dean SBVC Humanities	07/01/20 to 12/31/20	21C	$141,400.00 per year	Kay Weiss	Instruction General	07/18/01
Layne, Michael Interim Development Director SBVC President	07/01/20 to 06/30/21	18I	$149,218.00 per year	Karen Childers	Development & Community Relations	05/06/19
Oxendine, Joanna M. Interim Director, Grants Development and Administration SBVC President	07/01/20 to 02/28/21	16A	$104,243.00 per year	Alfonso Hernandez	Grant Development & Management General Fund	01/22/19
Papa, Anthony Interim Director Broadcast Media Systems DIST KVCR	07/01/20 to 06/30/21	19A	$120,674.00 per year	New	KVCR	07/25/18
Xayaphanthong, Soutsakhone Interim Director, Outreach and Educational Partnerships CHC Counseling	07/01/20 to 06/30/21	18A	$114,928.00 per year	New	Restricted General Fund	07/16/12

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval of Employment Contracts for Executive Managers

RECOMMENDATION

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

OVERVIEW

The issuance of contracts places SBCCD in accordance with proper employment practices as well as documents, for both employee and employer, the specific conditions of employment.

ANALYSIS

The attached list of executive managers will receive employment contracts effective July 1, 2019 and appropriate step placement.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

The cost of these contracts will be included in the appropriate budgets.

Employment Contracts for Executive Managers

Submitted for Board Approval June 11, 2020

[v.5.26.2020.p.1|1]

	Contract Dates	Executive Management Range & Step	Salary
Hannon, Kristina Vice Chancellor of Human Resources & Police Services	07/01/20 – 06/30/23	3G	$203,854.00
Rodriguez, Diana College President, SBVC	07/01/20 – 06/30/23	5J	$255,220.00
Torres, Jose Executive Vice Chancellor	07/01/20 – 06/30/23	6I	$255,220.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval of 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 list of academic and classified management employees will receive employment contracts effective July 1, 2020.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

The cost of these contracts will be included in the appropriate budgets.

Employment Contracts for Academic & Classified Managers

Submitted for Board Approval June 11, 2020

[v.6.1.2020.p.227|3]

One-Year Employment Contracts for Academic & Classified Managers July 1, 2020 through June 30, 2021

SBCCD Position	Employee Name	Location Assignment
Director of Administrative Application Systems	Chang, Andrew	DIST
Director of Fiscal Services	Strong, Lawrence	DIST

Two-Year Employment Contracts for Academic & Classified Managers July 1, 2020 through June 30, 2022

SBCCD Position	Employee Name	Location Assignment
Dean, Student Services & Student Development	Cabrales, Jose	CHC
Director, EOPS	Chavira, Rejoice	CHC
Director, Aquatics	Chittenden, Heather	CHC
Dean, Support Services/Counseling & Matriculation	Colvey, Kirsten	CHC
Director, Facilities, Maintenance & Operations	Cook, Lawrence	CHC
Director, DSP&S	Milligan, Marty	CHC
Director, Financial Aid	Muskavitch, John	CHC
Director Technology Services	Oshman, Melissa	CHC
Director, Student Life	Paddock, Ericka	CHC
Director of Institutional Advancement	Riggs, Michelle	CHC
Vice President - Administrative Services	Strong, Michael	CHC
Director, Child Development Center	Wasbotten, Deborah	CHC
Vice President of Instruction	Wurtz, Keith	CHC
Campus Director of Marketing, Creative Services & Public Affairs	Bratulin, Pavel	SBVC
Director, Student Life	Carlos, Raymond	SBVC
Dean, Counseling & Matriculation	Cota, Marco	SBVC
Director of Admissions & Records	Dale Carter, April	SBVC
Director Adult Education Block	Diaz, Emma	SBVC
Circulation Supervisor	Gideon, Angelita	SBVC

Employment Contracts for Academic & Classified Managers

Submitted for Board Approval June 11, 2020

[v.6.1.2020.p.228|3]

Two-Year Employment Contracts for Academic & Classified Managers July 1, 2020 through June 30, 2022

SBCCD Position	Employee Name	Location Assignment
Maintenance & Grounds Supervisor	Grishow, Kevin	SBVC
Director Library and Learning Support Services	Hastings, Ronald	SBVC
Director, EOPS/CARE	Hinojosa, Joanne	SBVC
Director Technology Services	Hrdlicka, Ricky	SBVC
Vice President, Instruction	Humble, Dina	SBVC
Director, Facilities, Maintenance & Operations	Jenkins, Robert	SBVC
Division Dean	Johnson, Wallace	SBVC
Division Dean	Lewis, Stephanie	SBVC
Director - Child Development Center	Merjil, Mark	SBVC
Food Services Supervisor	Morden, Erik	SBVC
Tool Room Supervisor	Nguyen, Phuong	SBVC
Dean, Academic Success, Grants, and Learning Services	Quach, Patricia	SBVC
Dean Student Equity and Success	Rodriguez, Maria	SBVC
Director of Athletics	Rubio, David	SBVC
Dean, Research, Planning, and Institutional Effectiveness	Smith, James	SBVC
Vice President - Admin. Services	Stark, Scott	SBVC
Vice President Student Services	Thayer, Scott	SBVC
CalWorks & Workforce Development Manager	Tillman, Shalita	SBVC
Director, Financial Aid	Trejo, Samuel	SBVC
Director, First Year Experience	Williams, Sharaf	SBVC
Associate Director, Fiscal Services	Alexander, Tenille	DIST
Accounting Service Manager	Andrade Cortes, Jorge	DIST
Director, Alternate Text Production Center	Baugher, Jeffrey	DIST
Chief Technology Officer	Bixler, Michael	DIST
Police Sergeant	Bonnet, Blake	DIST
Local Business Outreach Administrator, Measure Cc	Canela, Ynez	DIST

Employment Contracts for Academic & Classified Managers

Submitted for Board Approval June 11, 2020

[v.6.1.2020.p.229|3]

Two-Year Employment Contracts for Academic & Classified Managers July 1, 2020 through June 30, 2022

SBCCD Position	Employee Name	Location Assignment
Associate Director, Human Resources	Elmore, Cory	DIST
Director, Facilities Planning, Emergency Management & Construction	Farzaneh, Farideh	DIST
Payroll Manager	Gamboa, Colleen	DIST
Director, Economic Development, Corporate Training and Technology	Krehbiel, Deanna	DIST
Director, Workforce Development (Dsn-Ict/Dm)	Mata, Susane	DIST
Printing & Graphic Services Supervisor	Mendez, Anna	DIST
Facilities Project Manager	Mirza, Hassan	DIST
Associate Director, Environmental Health, Emergency Planning & Safety Administration	Nguyen, Michael	DIST
Director, Human Resources	Opris, Iosif	DIST
Police Sergeant	Owens, Kenneth	DIST
Sustainability & Energy Manager	Patel, Yash	DIST
Senior Director of Marketing, Public Relations and Legislative Affairs	Rodriguez, Angel	DIST
Director Technology Services	Sims, Jeremy	DIST
Business Manager	Sutorus, Steven	DIST
Business Systems Administrator	Tram, Yvette	DIST
Emergency Manager	Walker, Paul	DIST

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F Torres, Interim Chancellor

REVIEWED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval of Retreat Rights for Management Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve administrator retreat rights for Jeremiah Gilbert.

OVERVIEW

Jeremiah Gilbert, Executive Director of Research, Planning & Institutional Effectiveness, District, will exercise his retreat rights and return to his position as Instructor, Mathematics, SBVC, Academic Salary Schedule, Range I, Step 21, at $125,045.89, effective July 1, 2020.

ANALYSIS

Mr. Gilbert has elected to exercise his retreat rights and return to an Academic position per his employment agreement.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2020-2021 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Larry Strong, Director of Fiscal Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval of 2020-21 Gann Limit

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2020-21 Gann Limit.

OVERVIEW

Government Code Section 7908(c) requires each community college district to report to the Chancellor of the Community Colleges at least annually its appropriation limit. The Gann Limit is a spending limit that restricts growth of tax funded programs and services. The Gann Limit is adjusted yearly for population growth, inflation and other factors.

ANALYSIS

The Gann Limit worksheet provides the computation of the 2020-21 appropriations limit for SBCCD. SBCCD's appropriation is well within the legal requirement.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item.

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
Fiscal Year 2020-21

DISTRICT: **San Bernardino Community College District**
DATE: June 20, 2020

I.	**2020-21** Appropriations Limit:			
A.	**2019-20** Appropriations Limit			$ 100,776,392
B.	**2020-21** Price Factor:	**1.0373**		
C.	Population factor:			
	1 **2018-19** Second Period Actual FTES	15,291.6700		
	2 **2019-20** Second Period Actual FTES	16,323.3600		
	3 **2020-21** Population change factor (line C.2. divided by line C.1.)	1.0675		
D.	**2019-20** Limit adjusted by inflation and population factors (line A multiplied by line B and line C.3.)			$ 111,591,488
E.	Adjustments to increase limit:			
	1 Transfers in of financial responsibility			
	2 Temporary voter approved increases			
	3 Total adjustments - increase			-
F.	Adjustments to decrease limit:			
	1 Transfers out of financial responsibility			
	2 Temporary voter approved increases			
	3 Total adjustments - decrease			-
G.	**2020-21** Appropriations Limit			$ 111,591,488
II.	**2020-21** Appropriations Subject to Limit:			
A.	State Aid [1]			$ 59,395,365
B.	State Subventions[2]			
C.	Local Property taxes			43,453,752
D.	Estimated excess Debt Service taxes			
E.	Estimated Parcel taxes, Square Foot taxes, etc.			
F.	Interest on proceeds of taxes			298,027
G.	Less: Costs for Unreimbursed Mandates[3]			439,528
H.	**2020-21** Appropriations Subject to Limit			$ 102,707,616

[1] General Apportionment, Apprenticeship Allowance, Prop 55 Education Protection Account tax revenue
[2] Home Owners Property Tax Relief, Timber Yield Tax, etc…
[3] Local Appropriations for Unreimbursed State, Court, and Federal Mandates

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

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

DATE: June 11, 2020

SUBJECT: Consideration of Approval of Authorized Signature List for 2020-21

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Authorized Signature List for Fiscal Year 2020-21.

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 2020-21 is being presented for approval and will go into effect July 1, 2020.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

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

Authorized Signature List for Fiscal Year 2020-21

Submitted for Board Approval June 11, 2020

[v.5.25.2020.p.1|2]

Contracts, Agreements, and Memos of Understanding	• *Vacant, Chancellor* • *Jose Torres, Executive Vice Chancellor* • *Larry Strong, Director of Fiscal Services* • *Steven J. Sutorus, Business Manager* • *(Employment Only) Kristina Hannon, Vice Chancellor, Human Resources*
Revenue Clearing Bank Accounts, SBCCD Commercial Property Bank Account & Lockbox	• *Vacant, Chancellor* • *Jose Torres, Executive Vice Chancellor* • *Larry Strong, Director of Fiscal Services* • *Steven J. Sutorus, Business Manager* • *Tenille Alexander, Associate Director, Fiscal Services* • *Jorge Andrade, Accounting Services Manager*
Revolving Cash Bank Account	• *Custodian: Jose Torres, Executive Vice Chancellor* • *Larry Strong, Director of Fiscal Services* • *Steven J. Sutorus, Business Manager* • *Tenille Alexander, Associate Director, Fiscal Services* • *Jorge Andrade, Accounting Services Manager*
KVCR Educational Foundation Bank Account	• *Vacant, Chancellor* • *Jose Torres, Executive Vice Chancellor* • *Larry Strong, Director of Fiscal Services* • *Steven J. Sutorus, Business Manager*
Safe Deposit Box	• *Jose Torres, Executive Vice Chancellor* • *Larry Strong, Director of Fiscal Services* • *Steven J. Sutorus, Business Manager*
Cafeteria, Associated Students, Clubs & Trusts, and Scholarship & Loan Bank Accounts	• *Jose Torres, Executive Vice Chancellor* • *Larry Strong, Director of Fiscal Services* • *Steven J. Sutorus, Business Manager* • *Tenille Alexander, Associate Director, Fiscal Services* • *Jorge Andrade, Accounting Services Manager*
Financial Aid Bank Accounts	• *Vacant, Chancellor* • *Jose Torres, Executive Vice Chancellor* • *Larry Strong, Director of Fiscal Services* • *Steven J. Sutorus, Business Manager* • *Tenille Alexander, Associate Director, Fiscal Services* • *Jorge Andrade, Accounting Services Manager*
Commercial Warrants *and Related Journal Entries*	• *Vacant, Chancellor* • *Jose Torres, Executive Vice Chancellor*
Payroll Orders *and Related Journal Entries*, **and Voluntary Payroll Deductions (PAY620)**	• *Vacant, Chancellor* • *Larry Strong, Director of Fiscal Services* • *Colleen Gamboa, Payroll Manager*

Authorized Signature List for Fiscal Year 2020-21

Submitted for Board Approval June 11, 2020

[v.5.25.2020.p.2|2]

Notices of Employment for Certificated, Classified, and Student and Temporary Employees	♦ *Vacant, Chancellor* ♦ *Jose Torres, Executive Vice Chancellor* ♦ *Kristina Hannon, Vice Chancellor, Human Resources* ♦ *Joe Opris, Director, Human Resources*
Purchase Orders *(no monetary limit)*	♦ *Jose Torres, Executive Vice Chancellor* ♦ *Steven J. Sutorus, Business Manager*
Journal Entries *(not authorized by District or Payroll Orders)*, **Interfund Transactions, and Budget Transfers**	♦ *Jose Torres, Executive Vice Chancellor* ♦ *Larry Strong, Director of Fiscal Services* ♦ *Tenille Alexander, Associate Director, Fiscal Services* ♦ *Jorge Andrade, Accounting Services Manager*
Certify/Attest to Board Action	♦ *Jose Torres, Interim Chancellor* ♦ *Gloria Macías Harrison, Clerk of the Board*
Access to San Bernardino County Schools Computer Consortium System with Secure I.D. Token	♦ *Larry Strong, Director of Fiscal Services* ♦ *Steven J. Sutorus, Business Manager* ♦ *Tenille Alexander, Associate Director, Fiscal Services* ♦ *Jorge Andrade, Accounting Services Manager*

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Steven J. Sutorus, Business Manager

DATE: June 11, 2020

SUBJECT: Consideration of Approval to Award Request for Proposal 2020-04 and Contract to Sodick Corporation of Yorba Linda CA

RECOMMENDATION

It is recommended that the Board of Trustees award Request for Proposal (RFP) and Contract for RFP 2020-04 Wire Electrical Discharge Machining (EDM) System to Sodick Corporation of Yorba Linda, CA. The total amount of the contract is not to exceed $140,000.

OVERVIEW

SBVC is seeking a vendor who can provide a Wire Electrical Discharge Machining (EDM) System to be used in the instruction of students enrolled at San Bernardino Valley College in lecture and laboratory settings of its Machinist Technology program.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in Fiscal Year 2020 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Steven J. Sutorus, Business Manager

DATE: June 11, 2020

SUBJECT: Consideration of Ratification for Contracts at or Above $95,200

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 $95,200.

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 $95,200. 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.

INSTITUTONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

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

Contracts and Agreements for Ratification

Board Date 06/11/2020

Control Number	Vendor Name	Contract Type	Dept/Location	Total New Contract Value	Amended
19533	**Dell Computer Company**	CMAS	TESS/SBCCD	$800,000.00	
	CMAS - Technology WSCA 3-16-70-0012B; SBCCD sets maximum order limit to $800,000; cost to be covered by departmental/area budgets			Term 07/15/2016 to 02/28/2021	
19526	**Nick Klein Consulting LLC**	Professional Services	Fiscal Services/ SBCCD	$100,000.00	
	Provide consulting services as needed for support of SBCCD Oracle Cloud System			Term 07/01/2020 to 06/30/2021	
19546	**San Bernardino County Sheriff's Department**	Educational Agreement	Police Science/ SBVC	$1,856,925.00	
	Basic Training Agreement for Police Science Program: Rate $3.93 Per Student Per Instructional Hour			Term 07/01/2020 to 06/30/2025	
19517	**Universal Personnel Services**	Professional Services	Human Services/SBCCD	$120,000.00	
	Consultant for Human Resources matters			Term 07/01/2020 to 06/30/2021	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Steven J. Sutorus, Business Manager

DATE: June 11, 2020

SUBJECT: District & College Expenses

RECOMMENDATION

It is recommended that the Board of Trustees approve the requests for district and college expenses as required by Administrative Procedure 6925 and/or 6330.

OVERVIEW

AP 6925 requires the Board of Trustees to authorize the expenditure of funds related to various functions planned for the colleges and district office.

Meetings or trainings attended only by employees and/or currently enrolled students are authorized for up to a total $1,000 for that meeting or training. Expenditures in excess of $1,000 require prior Board approval.

Meetings or trainings attended by employees, currently enrolled students, and by one or more non-employees and/or non-students of the District, are authorized for up to $500. Expenditures in excess of a total $500 for that meeting or training require prior Board approval.

Any refreshments and/or meals for an event require Board approval prior to the event. Events are defined as activities in which non-employees and/or non-students will/can be attending and/or participating (e.g. job fair, holiday event, recruitment event); or is on a large enough scale to be considered neither a meeting nor training.

ANALYSIS

The list of district and college expenses is attached for approval.

INSTITUTIONAL VALUES

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

The cost of these expenditures is included in the appropriate budgets.

District & College Expenses

Submitted for Board Approval June 11, 2020

[v.5.21.2020.p.1|1]

Site: SBVC Event: Crossing the Finish Line Date of Event: 2/2/2021 Total Estimated Cost: $500.00 Funding Source: Middle College High School General Fund	Items Being Purchased: Meals and Refreshments. Sponsored by the Middle College High School Program, this event will provide an opportunity for Middle College High School students to meet with Dean Patty Quach and others to talk about their future goals and ambitions. In addition, this event will provide recognition to students for their hard work and commitment to the Middle College High School Program. Anticipated attendance is 30 Middle College High School Students, and 15 faculty and partners. The event will be located in the B100 Business Building. Dean Patty Quach will be overseeing this event.
Site: SBVC Event: Inspire Success Luncheon Date of Event: 3/12/2021 Total Estimated Cost: $2,500.00 Funding Source: Middle College High School General Fund	Items Being Purchased: Meals and Refreshments. Sponsored by the Middle College High School, this event will provide an opportunity for graduating Middle College High School students to listen to the encouragements and advice of career and college professionals. The career professionals will focus on sharing their unique experience within their field and major. Anticipated attendance is 125 students, staff and community members. Dean Patty Quach will be overseeing this event.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

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

DATE: June 11, 2020

SUBJECT: Consideration of Approval of District Bank Accounts

RECOMMENDATION

It is recommended that the Board of Trustees approve SBCCD's existing bank accounts.

OVERVIEW

According to the California Budget and Accounting Manual, it is the intent of the California Board of Governors and the Chancellor's Office to encourage sound fiscal management practices among community college districts to facilitate the most efficient and effective use of moneys under district control. To that end, SBCCD may, for the purpose of expediting business transactions in accordance with sound business practices, establish separate bank accounts for functions or revenue-producing activities, or operations not directly associated with, but complementary to, the regular instructional and non-instructional functions of the district and colleges.

All such authorized separate bank accounts are to be annually presented to the governing board for its review and confirmation of continuing need.

ANALYSIS

The list of bank accounts currently held by SBCCD is attached.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

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

District Bank Accounts

Submitted for Board Approval June 11, 2020

[v.5.20.2020.p.1|1]

Fund	Accounts	Type	Institution
General	• Revenue Clearing • Revolving Cash	Checking	Citizens Business Bank
Bond Interest & Redemption	• SBCCD 17 GORB ESC FD • SBCCD 17 GORB ESC FD A • SBCCD 17 GORB ESC FD B • SBCCD 17AB GORB DS FD • SBCCD 17AB GORB COI FD • SBCCD 17B GORB COI FD • SBCCD GO RFDG05 PRIN IN • SBCCD GO 08A BOND • SBCCD GO 08A CNST • SBCCD GO 08A COI • SBCCD 15 GORB DS FD • SBCCD ELEC 08D DS FD • SBCCD 15 GORB COI FD • SBCCD ELEC 08D COID FD • SBCCD 15 GORB PROCEEDS • SBCCD GOB 02 D DBT SER • SBCCD GOB 08 B DBT SER • SBCCD GOB 08 C DBT SER	Investment	The Bank of New York Mellon Trust Company, N.A.
	• SBCCD ESC ELEC 2008 SERIES D, SBCCD 2013 SERIES A & SBCCD 2015 GORB ESC FD • SBCCD 2019 GORB • SBCCD ELEC 2018 GORB SERIES A-1 • SBCCD ELEC 2018 GORB SERIES A		US Bank
Other Special Revenue	• KVCR Educational Foundation	Checking	Citizens Business Bank
Enterprise Funds	• Cafeteria	Checking	Citizens Business Bank
	• Commercial Property	Checking/ Lockbox	Citizens Business Bank
Self-Insurance	• Property & Liability/Keenan & Associates Administrators	Checking	Bank of America
	• Workers Comp/Keenan & Associates Administrators	Checking	Union Bank
ASB/Clubs & Trusts/Student Rep	• SBVC/CHC ASB, Clubs & Trusts, Student Rep	Checking	Citizens Business Bank
Financial Aid	• Grants/Federal Funds • Student Loans/Federal Perkins • Grants/State	Checking	Citizens Business Bank
Scholarship & Emergency Loan	• Scholarship & Emergency Loan	Checking	Citizens Business Bank
Other	• SBCCD Safe Deposit Box	Safe Deposit Box	Citizens Business Bank

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

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

DATE: June 11, 2020

SUBJECT: Consideration of Approval to Adopt Resolution #2020-06-11-FS01 Regarding the Expenditure of Proposition 30 Education Protection Account Funds

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution #2020-06-11-FS01 regarding the expenditure of Proposition 30 Education Protection Account Funds.

OVERVIEW

Proposition 30, the Schools and Local Public Safety Protection Act of 2012, provides temporary tax revenues for the funding of local school districts and community colleges by raising the sales and use tax by .25 cents for four years, and by raising the income tax rate for high income earners ($250,000 for individuals and $500,000 for couples) for seven years. The Education Protection Account (EPA) was created in the State General Fund to receive and disburse these temporary tax revenues.

Districts have sole authority to determine how the moneys received from the EPA are spent within guidelines, provided that 1) the Governing Board makes these determinations in an open session of a public meeting of the Board and 2) the District does not use any of the funds from the EPA for administrative salaries or benefits, or any other administrative costs.

ANALYSIS

Pursuant to Article XIII, Section 36 of the California Constitution, SBCCD is required to report on its website an accounting of how much money was received from the EPA and how that money was spent. Additionally, the Governing Board is also required to determine and discuss the use of EPA funds at an open public meeting prior to June 30 annually.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The adoption of this resolution will not have a direct financial impact on the budget.

RESOLUTION #2020-06-11-FS01 OF THE BOARD OF TRUSTEES OF THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT REGARDING EXPENDITURE OF PROPOSITION 30 EDUCATION PROTECTION ACCOUNT FUNDS

[v.5.25.2020.p.1|3]

WHEREAS, the voters approved Proposition 30 on November 6, 2012 and Proposition 55 on November 8, 2016;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012 (sun setting 12/31/2017), and Proposition 55 Article XIII, Section 36(e) to the California Constitution effective November 8, 2016 (commencing 01/01/2018);

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor, or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

RESOLUTION #2020-06-11-FS01 OF THE BOARD OF TRUSTEES OF THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT REGARDING EXPENDITURE OF PROPOSITION 30 EDUCATION PROTECTION ACCOUNT FUNDS

[v.5.25.2020.p.2|3]

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of June 11, 2020.

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the San Bernardino Community College District has determined to spend the monies received from the Education Protection Act as attached.

PASSED AND ADOPTED by the Governing Board on June 11, 2020, by the following vote:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)

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

WITNESSED my hand this _____ day of _____ 2019

_____
Secretary of the Governing Board

RESOLUTION #2020-06-11-FS01 OF THE BOARD OF TRUSTEES OF THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT REGARDING EXPENDITURE OF PROPOSITION 30 EDUCATION PROTECTION ACCOUNT FUNDS

[v.5.25.2020.p.3|3]

Expenditures through June 30, 2020

For Fund 01, Resource 1400 Education Protection Account

Description	Object Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources	8010-8099	0.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	15,357,236
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		15,357,236
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction	1000-1999	15,357,236
Instruction-Related Services		
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		15,357,236
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F Torres, Interim Chancellor

PREPARED BY: Steven Sutorus, Business Manager

DATE: June 11, 2020

SUBJECT: Consideration of Approval to Adopt Resolutions and Signature Authorizations for State of California

RECOMMENDATION

It is recommended that the Board of Trustees Adopt Resolutions and Signature Authorization #2020-06-11-BS01, #2020-06-11-BS02, #2020-06-11-BS03, and #2020-06-11-BS04.

OVERVIEW

The State of California Department of Rehabilitation, Department of Education, Department of Corrections and Rehabilitation, and Department of Social Services all require board action authorizing Steven J. Sutorus, Business Manager, Jose F. Torres, Executive Vice Chancellor, and Lawrence Strong, Director of Fiscal Services, to sign their agreements, requests for reimbursement and all amendments.

ANALYSIS

This is official notification by the Board of Trustees to the State of California and their various departments as to who may sign grant required documents. This action must be taken annually.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

This enables the District to take advantage of grant funding to support program operations.

RESOLUTION #2020-06-11-BS01

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of **authorizing the designated personnel to sign contracts, amendments and invoices documents for Fiscal Year 2020/2021.**

BE IT RESOLVED that the Governing Board of the **San Bernardino Community College District** authorizes entering into local contracts and that the persons who are listed below, are authorized to sign the transactions for the Governing Board.

Name	Title	Signature
Jose F. Torres	**Executive Vice Chancellor**	
Steven J. Sutorus	**Business Manager**	
Lawrence Strong	**Director of Fiscal Services**	

PASSED AND ADOPTED THIS 11th day of June, 2020, by the Governing Board of the **San Bernardino Community College District** of **San Bernardino** County, California.

I, **Gloria Macias Harrison**, Clerk of the Governing Board of **San Bernardino Community College District**, of **San Bernardino** County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a **regular** meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said board.

(Clerk's signature) (Date)

RESOLUTION #2020-06-11-BS02

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Rehabilitation for the purpose of **authorizing the designated personnel to sign contracts, amendments and invoices documents for Fiscal Year 2020/2021.**

BE IT RESOLVED that the Governing Board of the **San Bernardino Community College District** authorizes entering into local contracts and that the persons who are listed below, are authorized to sign the transactions for the Governing Board.

Name	Title	Signature
Jose F. Torres	**Executive Vice Chancellor**	
Steven J. Sutorus	**Business Manager**	
Lawrence Strong	**Director of Fiscal Services**	

PASSED AND ADOPTED THIS 11th day of June, 2020, by the Governing Board of the **San Bernardino Community College District** of **San Bernardino** County, California.

I, **Gloria Macias Harrison**, Clerk of the Governing Board of **San Bernardino Community College District**, of **San Bernardino** County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a **regular** meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said board.

(Clerk's signature) (Date)

RESOLUTION #2020-06-11-BS03

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Social Services for the purpose of **authorizing the designated personnel to sign contracts, amendments and invoices documents for Fiscal Year 2020/2021.**

BE IT RESOLVED that the Governing Board of the **San Bernardino Community College District** authorizes entering into local contracts and that the persons who are listed below, are authorized to sign the transactions for the Governing Board.

Name	Title	Signature
Jose F. Torres	**Executive Vice Chancellor**	
Steven J. Sutorus	**Business Manager**	
Lawrence Strong	**Director of Fiscal Services**	

PASSED AND ADOPTED THIS 11th day of June, 2020, by the Governing Board of the **San Bernardino Community College District** of **San Bernardino** County, California.

I, **Gloria Macias Harrison**, Clerk of the Governing Board of **San Bernardino Community College District**, of **San Bernardino** County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a **regular** meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said board.

(Clerk's signature) (Date)

RESOLUTION #2020-06-11-BS04

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Corrections and Rehabilitation for the purpose of **authorizing the designated personnel to sign contract, amendment and invoice documents for Fiscal Year 2020/2021.**

BE IT RESOLVED that the Governing Board of the **San Bernardino Community College District** authorizes entering into local contracts and that the persons who are listed below, are authorized to sign the transactions for the Governing Board.

Name	Title	Signature
Jose F. Torres	**Executive Vice Chancellor**	
Steven J. Sutorus	**Business Manager**	
Lawrence Strong	**Director of Fiscal Services**	

PASSED AND ADOPTED THIS 11th day of June, 2020, by the Governing Board of the **San Bernardino Community College District** of **San Bernardino** County, California.

I, **Gloria Macias Harrison**, Clerk of the Governing Board of **San Bernardino Community College District**, of **San Bernardino** County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a **regular** meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said board.

(Clerk's signature) (Date)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Steven J. Sutorus, Business Manager

DATE: June 11, 2020

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

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

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

Fixed Assets Surplus Report
June 11, 2020

Asset #	Date Retired	Description	Initial Value	Current Value
12021	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12045	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12046	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12047	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12049	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12052	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12053	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12054	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12055	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12056	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12057	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12058	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12059	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12061	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12062	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12067	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12069	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12071	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12072	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12073	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12074	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12075	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12076	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12077	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12078	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12079	5/14/2020	MICROSCOPE BINOCULAR	$1,500.00	$0.00
12080	5/14/2020	MICROSCOPE BINOCULAR	$1,400.00	$0.00
20718	4/1/2020	FOKLIFT	$16,200.00	$0.00

Non-Fixed Assets Surplus Report
June 11 2020

Description	Quantity
Punch Press	1 ea

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

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

DATE: June 11, 2020

SUBJECT: Consideration of Approval of Vacation Payout

RECOMMENDATION

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

	# Days	Rate	Total
Diaz, Emma Director Adult Education Block Grant	24	$ 488.47	$ 11,723.28
Elmore, Cory Associate Director, Human Resources	15	$ 454.06	$ 6,810.90
Williams, Sharaf Director, First Year Experience	29	$ 471.02	$ 13,659.58

OVERVIEW

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

ANALYSIS

SBCCD's current process allows administrative personnel to be paid for accrued vacation on an as-needed basis in the case of a personal hardship. Approval is based on the knowledge that these days have been earned and are the employee's property right.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Payment will be made from the appropriate funds.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO:	Board of Trustees
FROM:	Jose F. Torres, Interim Chancellor
REVIEWED BY:	Jose F. Torres, Interim Chancellor
PREPARED BY:	Farrah Farzaneh, Director, Facilities, Planning, Emergency Management & Construction
DATE:	June 11, 2020
SUBJECT:	Consideration of Approval of Amendment 03 to the Contract with Nineteen-Six Architects.

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 03 to the contract with Nineteen Six Architects for CC03.3640.01 District Wide Standards & Swing Space Analysis.

OVERVIEW

In October 2019, the SBCCD Board of Trustees approved a contract with Nineteen-Six Architects to develop District Wide Standards &Temporary Swing Space Analysis. Due to COVID-19 and its effects on the campus, and administration and staff availability, it is recommended that additional time be provided to complete the analysis.

ANALYSIS

Amendment 03 will allow for an additional 34 weeks to complete the project. There are no scope changes associated with this Amendment.

FINANCIAL IMPLICATIONS

There is no additional cost associated with Amendment. The original contract amount was included in the Fund 445, Measure CC budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO:	Board of Trustees
FROM:	Jose F. Torres, Interim Chancellor
REVIEWED BY:	Jose F. Torres, Interim Chancellor
PREPARED BY:	Farrah Farzaneh, Director, Facilities Planning, Emergency Management & Construction
DATE:	June 11, 2020
SUBJECT:	Consideration of Approval to Name the SBVC Media/Communications Building

RECOMMENDATION

It is recommended that the Board of Trustees name the SBVC Media/Communications building Empire|KVCR/San Manuel Center for Broadcast & Media.

OVERVIEW

Board Policy and Administrative Procedure 6620 Naming of Buildings specifies that the Board of Trustees retains authority for naming college facilities and properties. The guidelines established assure an appropriate reflection of the history of the District as well as consistency, fairness, fitting recognition, and good value in exchange for the honor or privilege of name association with a physical aspect of the District.

ANALYSIS

San Bernardino Community College District's partnership with the San Manuel Band of Mission Indians goes back more than 20 years. We are bound by our shared belief in the transformative power of higher education and workforce training to uplift Inland Empire students and families. In over two decades, they have been one of our most generous and consistent supporters, providing millions of dollars for student scholarships at Crafton Hills College and San Bernardino Valley College, and educational television programming at Empire KVCR.

In 2008, San Manuel partnered with San Bernardino Valley College to launch the Valley-Bound Commitment, one of the first free college promise programs in California. With their support, we have promoted a college-going culture in the Inland Empire by providing financial assistance to hundreds of low-income students.

In 2014, San Manuel teamed up with Crafton Hills College to create iSEEK (Increasing Student Engagement, Employment and Knowledge program) to support student employment opportunities, scholarships, emergency grants, and textbook assistance. More than 300 students have benefited from this partnership and many of them have secured jobs with the Yucaipa Valley Water District and the City of Yucaipa.

Thanks to San Manuel, Empire KVCR's impact goes beyond the Inland Empire. Created as a shared vision between San Manuel and SBCCD, in 2011, KVCR launched FNX | First Nations Experience, the first and only national broadcast television network in the U.S. exclusively devoted to Native American and World Indigenous content. Through Native-produced and themed documentaries, dramatic series, nature, cooking, gardening, children's, and arts programming, FNX strives to accurately illustrate the lives and cultures of Native people around the world. Currently, FNX is carried by 22 PBS affiliate stations, broadcasting into 14 states from Alaska to New York, and has a potential viewing audience of more than 46 million people across the United States.

Simply put, San Manuel's generosity has opened doors of opportunity and cultural enrichment for students and families in the Inland Empire and beyond.

The dedication of the Empire KVCR station building in honor of the San Manuel Band of Mission Indians is a symbol of SBCCD's gratitude for the positive difference they have made, and continue to make, in our lives.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Ynez D. Canela, Local Business Outreach Administrator

DATE: June 11, 2020

SUBJECT: Consideration of Approval to Reappoint Members to the Citizens Bond Oversight Committee (CBOC)

RECOMMENDATION

It is recommended that the Board of Trustees reappoint the following individuals to a second term of two years as members of the independent CBOC for the Proposition M and Measure CC facilities bond program.

- Betsy Starbuck, Member Representing a Bona-Fide Taxpayer Organization
- Evelyn Olive, Member Representing Students

OVERVIEW

After a bond authorized under Proposition 39 is passed, State law requires that a district appoint an independent CBOC to serve the purpose of reviewing the bond program expenditures. Current members of the Committee were appointed by the Board of Trustees in April 2019. Per CBOC bylaws, during the first meeting held on July 29, 2019, two members were randomly selected to serve an initial one-year term. Upon reappointment, each member will serve their second term of two years, beginning on July 1, 2020.

ANALYSIS

Among those members of the community being recommended for reappointment is the District's current CBOC Chair and former member of the District's Measures P and M CBOC, Betsy Starbuck. Ms. Starbuck is a board member of the League of Women Voters, which is a bona-fide taxpayer organization. A resident of Highland, Ms. Starbuck's reappointment would enable her to continue to fulfill the required role of Taxpayer Organization Representative on the District's CBOC.

Also, up for reappointment representing students is Ms. Evelyn Olive, who attends Crafton Hills College and is active in supporting the Disabled Students Programs and Services Department. A resident of Yucaipa, Ms. Olive's reappointment would enable her to continue to fulfill the required role of Member Representing Students on the District's CBOC.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This item carries no financial implications.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Gloria Macías Harrison, Board Finance Committee Chair

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Farrah Farzaneh, Director, Facilities Planning, Emergency Management & Construction

DATE: June 11, 2020

SUBJECT: Consideration of Approval to Adopt Resolution #2020-06-11-FPC01 Approving the Use of Design-Build Construction Delivery Method

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution #2020-06-11-FPC01 approving the use of the design-build construction delivery method (including progressive design-build) for various projects and authorizing related acts pursuant to Education Code 81700 *et seq*.

OVERVIEW

The San Bernardino Community College District desires to construct various projects using the design-build construction delivery method (including progressive design-build). Design-build will be incorporated, along with other traditional delivery methods, throughout the Measure CC Bond Program and will be applied where appropriate and fitting for the project.

Education Code section 81700 *et seq* authorizes the governing board of a community college district, upon deciding that it is in the best interest of the community college district, to enter into a design-build contract for both the design and construction of a community college facility if that contract exceeds $2,500,000.00.

ANALYSIS

The benefits of the design-build construction delivery method include accelerated completion of the projects, cost containment, reduction of construction complexity, and reduced exposure to risk for community college districts; this method is also found to be cost-effective. Benefits to community college districts are achieved by shifting the liability and risk for cost containment and project completion to the design-build entity.

INSTITUTIONAL VALUES

Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

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

WHEREAS, the San Bernardino Community College District ("District") desires to construct the projects set forth in Exhibit "A" attached hereto at San Bernardino Valley College and Crafton Hills College (collectively, "Project" or "Projects") using the design-build construction delivery method (which includes progressive design-build), whereby the District will select a design-build entity ("Builder") to design and construct the Projects;

WHEREAS, Education Code section 81700 *et seq.* authorizes the governing board of a community college district, upon making a determination that it is in the best interest of the community college district, to enter into a design-build contract for both the design and construction of a community college facility if that contract exceeds two million five hundred thousand dollars ($2,500,000.00);

WHEREAS, the District's Board of Trustees ("Board") has determined that the design-build process is in the best interest of the District for the design and construction of the Projects pursuant to Education Code section 81700 *et seq*. because: the Legislature has recognized the merits of the design-build procurement process in the past by authorizing its use for projects undertaken by the University of California, specified local government projects, including school districts, and state office buildings; the Legislature has found and declared that the benefits of a design-build contract project delivery system include accelerated completion of the projects, cost containment, reduction of construction complexity, and reduced exposure to risk for community college districts; the Legislature also found that the cost-effective benefits to community college districts are achieved by shifting the liability and risk for cost containment and project completion to the design-build entity;

WHEREAS, the Board hereby determines and finds that the design-build process for the design and construction of the Projects provides features not achievable through the traditional design-bid-build method including, allowing for direct coordination between the designer and builder since they are one entity, thereby, allowing major decisions regarding Project components and design elements to be coordinated at an earlier stage, optimizing and reducing Project costs and expediting Project completion;

WHEREAS, Board hereby further determines and finds that utilizing the design-build construction delivery method for the Projects allows the District to determine Project costs earlier and enables the District to select a Builder that has the ability to design and construct the Projects within the established budgets and will contractually be obligated to construct the Projects within the approved budgets, and to shift design risk to a quality Builder on complex projects and renovations;

WHEREAS, the request for qualifications/request for proposals used to select the Builder will include requirements that the Builder will comply with any applicable District values such as Board Policy 6610;

WHEREAS, the District will select the Builder using the "best value" procurement methodology pursuant to Education Code sections 81703 and 17250.25(b); and

RESOLUTION #2020-06-11-FPC01 OF THE BOARD OF TRUSTEES OF THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
APPROVING THE USE OF THE DESIGN-BUILD CONSTRUCTION DELIVERY METHOD FOR VARIOUS PROJECTS AND
AUTHORIZING RELATED ACTS PURSUANT TO EDUCATION CODE 81700 *ET SEQ*.

[v.06.11.2020.p.2|3]

WHEREAS, the District's governing Board of Trustees will be regularly updated and informed on the progress of the design of each Project to ensure it aligns with the design intent and vision of the Project.

NOW, THEREFORE, the Board of Trustees of the San Bernardino Community College District does hereby find, determine, declare, and resolve as follows:

Section 1. Recitals. All of the recitals herein contained are true and correct.

Section 2. Determination of Best Interests of the District. The Board determines that it is in the best interest of the District to use the design-build construction delivery method pursuant to Education Code section 81700 *et seq.* for construction of the Projects.

Section 3. Cost of Each Project. The Board finds that the project expenditure for the design and construction for each individual Project will exceed two million five hundred thousand dollars ($2,500,000.00).

Section 4. Effective Date. This Resolution shall take effect upon adoption.

APPROVED, PASSED AND ADOPTED by the Board of Trustees of the San Bernardino Community College District on the 11th day of June 2020, by the following vote:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

I, Dr. Anne L. Viricel, Chair of the San Bernardino Community College District Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of the resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which resolution is on file in office of said Board.

_____
Chair of the Board of Trustees
San Bernardino Community College District

I, Gloria Macias Harrison, Clerk of the Board of Trustees of the San Bernardino Community College District, do hereby certify that the foregoing Resolution was introduced and adopted by the Board of Trustees of the San Bernardino Community College District at a regular meeting thereof held on the 11th day of June 2020, by the following forgoing vote.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the San Bernardino Community College District this 11th day of June 2020.

_____
Clerk of the Board of Trustees
San Bernardino Community College District

EXHIBIT "A"

List of Projects

San Bernardino Valley College:

- Instructional & Student Services Building (ISSB)
- Career Pathways Phase 2
- Campus-wide Infrastructure

Crafton Hills College:

- East Instructional Building
- Existing Performing Arts Center Demolition
- Central Complex 2 Renovation
- East Valley Public Safety Training Center
- Campus-wide Infrastructure

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Stacey K. Nikac, Administrative Officer

DATE: June 11, 2020

SUBJECT: Board Orientation Handbook - First Reading

RECOMMENDATION

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

OVERVIEW

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

The Chancellor and the Board assist each new member-elect to understand the Board's functions, policies, and procedures before he/she assumes office. New board members are encouraged to attend regional meetings and training/information sessions by other organizations.

ANALYSIS

The Board of Trustee Handbook was developed with the input of the Board of Trustees, Chancellor, and constituents from throughout the District. The handbook represents the most current information regarding local policies, procedures, and information for trustees to perform their governing roles effectively. The handbook is updated at least once per year and compliments the trustee training provided by the Community College League of California.

It is the responsibility of the Chancellor to ensure the Board Orientation Handbook is updated regularly and the responsibility of the Chair of the Board to ensure that all Board members and student trustees receive training annually.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

None.

BOARD ORIENTATION HANDBOOK

Submitted for 1st Read 6/11/20

Board Approved: 11/14/19, 10/8/15

SBCCD Orientation Handbook

The Board Orientation Handbook was developed in October 2015, with the input of the Board of Trustees, Chancellor, and constituents from throughout the District. The handbook represents the most current information regarding local policies, procedures, and information trustees must be kept abreast of to perform their governing roles effectively. The handbook is updated regularly and compliments the trustee training provided by the Community College League of California.

It is the responsibility of the Chancellor to ensure that the Board Orientation Handbook is updated regularly and the responsibility of the ~~President~~ Chair of the Board to ensure that all new Board members and student trustees receive training. Each year the new trustee(s), board ~~president~~Chair, and Chancellor must sign off on a form documenting that they have received this training.

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

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

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

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Section 1 – Orientation

The Community College League of California ("League") is a nonprofit public benefit corporation whose voluntary membership consists of the 72 local community college districts in California.

Annual Convention
The Annual Convention is The League's largest annual meeting featuring educational sessions, special events and networking, state and nationally known speakers, and an educational showcase expo. Trustees, administrators, staff and faculty attend the event.

Annual Legislative Conference
The League's Annual Legislative Conference provides a unique opportunity to connect with other advocates and learn the latest news on higher education in California. During this two-day conference, attendees are encouraged to visit their legislative representatives.

Annual Trustees Conference
This conference helps strengthen the skills and knowledge of trustees and CEOs to lead districts and colleges and be accountable to their communities.

Effective Trusteeship & Board Chair Workshops
This annual workshop is an overview of responsibilities required for board members of California community colleges. State leaders and experienced trustees will provide comprehensive information on the knowledge and skills necessary to be an effective trustee.

Student Trustees Workshop
This workshop is designed to help student board members become knowledgeable, influential, education policy-makers.

The Association of Community College Trustees (ACCT) is a non-profit educational organization of governing boards, representing more than 6,500 elected and appointed trustees who govern over 1,200 community, technical, and junior colleges in the United States and beyond. Located in Washington, D.C., ACCT is a major voice of community college trustees to the presidential administration, U.S. Congress, the Departments of Education and Labor and more.

National Legislative Summit
The National Legislative Summit is the premier community college advocacy event in Washington, DC, bringing together more than 1,000 community college leaders.

Government Leadership Institute
The Governance Leadership Institute for New & Experienced Trustees and Presidents is a great opportunity for the entire board, the ~~president~~chair, and board staff! This institute is tailored to review the principles of effective board leadership.

Leadership Congress
Learn about innovative strategies taking place nationwide, network with major foundations, philanthropies, government officials and corporations that support community colleges, stay updated on the latest federal

policies affecting your college, and participate in the only national meeting that focuses on providing community college boards the information and tools needed to govern and develop policies that focus on meeting community needs.

Section 2 – Chancellor/Chancellor Office Orientation

2.1 District and College Mission Statements - See Appendix 1
2.2 District and College Organizational Charts - See Appendix 2

2.3 Board Member Compensation (Reference: BP 2725)

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

2.4 Board Membership (Reference: BP 2010)

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

2.5 Student Trustees (Reference: BP 2015)

The Board of Trustees shall include two (2) non-voting student members (one representing each college in the District). The term of office shall be one year commencing ~~at the first Board meeting in June and terminating on the last Board meeting in May of each academic year~~June 1.

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

~~The student trustees have the responsibility to be contributing and ethical members of the board.~~
The primary duties of the Student Trustees are to attend and participate in all open board meetings, other duties may include:

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

2.6 Election of Student Trustees (Reference: BP 2105)

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

An election will be conducted at each college in accordance with administrative procedures. The successful candidate must receive a simple majority of all votes cast.

2.7 Vacancies on the Board (Reference: BP 2110)

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

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

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

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

Vacancies for the student board member(s) are addressed BP 2105 titled Election of Student Trustees. A vacancy exists in the student Board position when the student Board member resigns from the Board. A vacancy may occur if the student Board member misses three (3) consecutive Board meetings without authorization, is enrolled for fewer than nine (9) units or does not maintain a cumulative grade point average of 2.5. The unit load and the GPA are to be maintained during the entire term of office.

2.8 Term Limits (Reference: BP 2130)

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

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

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

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

2.10 Communication To/From District Personnel

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

Board members should be mindful of their role as members of the board and any comments made should not be presented as views of the Board of Trustees. If there is a question related to the District, it is best to go through the Chancellor's Office. It is inappropriate to call a staff member directly without the permission of the Chancellor. Remember, the Chancellor works for the Board. All other employees of the District work for the Chancellor.

2.11 Campus Visits

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

- As a matter of professional courtesy, Board members should always inform the Chancellor when they visit a District campus.
- As a matter of protocol, Board members should always inform the Chancellor's/President's Office of invitations they receive by District groups to visit a District campus.
- If Board members desire to visit a facility that will be discussed as part of an agenda item, the Board members need to contact the Chancellor in order to arrange for an escorted site visit with a staff member.
- When on a District campus, Board members should be aware that their comments can be taken out of context.

2.12 Foundations

Crafton Hills College (independent foundation)

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

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

San Bernardino Valley College (independent foundation)

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

Inland Futures Foundation (IFF) (auxiliary foundation)

This board-approved auxiliary foundation provides resource development to support the mission of the San Bernardino Community College District and its programs, initiatives, colleges, and entities. The recognized functions of the Foundation are: facilities and equipment; loans, scholarships, grants-in-aids; workshops, conferences, institutes, and federal projects; gifts, bequests, devises, endowments, and trusts; and public relations programs.

2.13 Board Member Health Benefits (Reference: BP 2730)

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

2.14 Board Member Travel (Reference: BP 2735)

Members of the Board of Trustees shall have travel expenses paid whenever they travel as representatives of and perform services directed by the Board. Board member travel requests shall be made in accordance with the District's travel request and approval processes. Also see BP/AP 7400 titled Travel

2.15 Political Activity (Reference: BP 2716)

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

Initiative or referendum measures may be drafted on an area of legitimate interest to the District. The Board may by resolution express the Board's position on ballot measures. Public resources may be used only for informational efforts regarding the possible effects of District bond issues or other ballot measures.

2.16 Conflict of Interest (Reference: BP 2710)

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

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

2.18 Constituency Groups

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

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

Academic Senate

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

The Board of Trustees recognizes the definition of "academic and professional matters" as stated in the Title 5 regulations:

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

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

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

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

Classified Senate

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

Associated Students

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

California School Employees Association (CSEA)

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

California Teachers Association (CTA)

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

2.20 Board's Role in Accreditation - See Appendix 3

2.21 Standard Outlining Board's Responsibility – See Appendix 4

Accreditation Standard IVC1 describes the Board's role and responsibilities. Key points include the following:

- The Board is designated as having the responsibility to set policies for the District and to act in a manner consistent with those policies.
- Through such policies the Board has ultimate responsibility for the educational quality, legal matters, and financial integrity of the institution.
- The Board establishes policies consistent with the mission statement.
- The Board regularly evaluates its policies and practices and revises them as necessary.
- The Board advocates for and defends the institution and protects it from undue influence or pressure.
- The Board is responsible for selecting and evaluating the Chancellor and for delegating full responsibility and authority to him/her to implement and administer board policies without board interference and holds him/her accountable for the operation of the district.
- Once the Board reaches a decision, it acts as a whole.
- The Board is responsible for Board development, self-evaluation, and improvement.
- The Board has a code of ethics which is enforced by the Board.
- The Board is informed about and involved in the accreditation process.

Section 3 – ~~Board of Trustee's President~~Chair of the Board

3.1 Institutional Values and Board Operational Priorities - See Appendix 5
and Education Code Section 70902 - Appendix 6

3.2 Board Duties and Responsibilities (Reference: BP 2200)

The Board of Trustees governs on behalf of the citizens of the District in accordance with the authority granted and duties defined in Education Code Section 70902 (see ~~appendix 8~~Appendix 6).

The Board is committed to fulfilling its responsibilities to:

- Represent the public interest
- Establish policies that define the institutional mission and set prudent, ethical and legal standards for college operations
- Select, hire, and evaluate the Chancellor
- Delegate power and authority to the Chancellor to effectively lead the District
- Assure fiscal health and stability
- Monitor institutional performance and educational quality
- Advocate and protect the District

3.4 Board Elections (Reference: BP 2100)

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

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

- Areas 1, 3, 5, and 7 from which governing board members will be elected in November ~~2016~~ 2020 and every four years thereafter.
- Areas 2, 4, and 6 from which governing board members will be elected in November ~~2018~~ 2022 and every four years thereafter.

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

3.5 Officers of the Board (Reference: BP 2210)

At the annual organizational meeting (See BP 2305 titled Annual Organizational Meeting), the Board of Trustees shall elect officers from among its members. The terms of officers shall be for one year, beginning the following January 1 through December 31.~~.~~

Duties of the ~~President~~ Chair of the Board:

1. Preside over all meetings of the Board;
2. Call emergency and special meetings of the Board as required by law;
3. Consult with the Chancellor on the Board meeting agendas;
4. Communicate with individual Board members about their responsibilities;

5. Participate in the orientation process for new Board members as outlined in the Board Orientation Handbook; Ultimately responsible for the orientation process for new Board members and Student Trustees;
6. Assure Board compliance with policies on Board education, Board self-evaluation, and evaluation of the Chancellor;
7. Represent the Board at official events or ensure Board representation.
8. The Board ~~President~~ Chair may contact District legal counsel regarding business of the District as ~~he/she deems~~ necessary and the Board ~~President~~ Chair will provide a report to the Board and Chancellor ~~regarding the topic of the call and the associated costs~~.
9. The ~~President~~ Chair has the right to vote on all issues and to participate in the discussions.
10. The Board ~~President~~Chair shall establish ad hoc committees to comply with Board Policies and deadlines.
11. When applicable, the Board Chair will orient the incoming Board Chair in duties and responsibilities.
~~10.~~12. The Board Chair will attend a New Board Chair Workshop hosted by the California Community College League in January.

Duties of the Vice ~~President~~ Chair of the Board:

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

Duties of the Clerk of the Board:

1. To perform in the absence of the ~~President~~Chair, or the Vice ~~President~~ Chair all the duties of the ~~President~~Chair;
2. To attest the signature of the ~~President~~ Chair or other members of the Board on contracts, agreements, deeds, leases, and other legal documents not delegated to the Chancellor or other officers of the District;
3. To attest to the signature of the ~~President~~ Chair or other members of the Board on all other documents of the District when the attestation is a legal requirement;
4. To certify copies of records of the District as required.
5. Monitor the board calendar as it refers to meeting dates required by board policy and reminding the board ~~president~~ Chair and the board of impending deadlines.

Board Secretary

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

Duties of the Secretary to the Board:

1. Notify members of the Board of regular, special, emergency, and adjourned meetings;
2. Prepare and post the Board meeting agendas;
3. Have prepared for adoption minutes of the Board meetings;

4. Attend all Board meetings and closed sessions unless excused, and in such cases to assign a designee;
5. Conduct the official correspondence of the Board;
6. Certify as legally required all Board actions;
7. Sign, when authorized by law or by Board action, any documents that would otherwise require the signature of the Secretary or the Clerk of the Board.

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

3.6 Committees of the Board (Reference: BP 2220)

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

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

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

Standing committees of the Board can be found on the Board of Trustees page of the District Website http://www.sbccd.org/Board_of_Trustees

3.7 Board Education (Reference: BP 2740)

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

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

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

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

- Act only in the best interests of the entire community.
- Ensure public input into Board deliberations; adhering to the law and spirit of the open meeting laws and regulations.
- Prevent conflicts of interest and the perception of conflicts of interest.

- Exercise authority only as a Board.
- Use appropriate channels of communication.
- Respect others; acting with civility.
- Be informed about the District, educational issues, and responsibilities of trusteeship.
- Devote adequate time to Board work.
- Maintain confidentiality of closed sessions.

3.9 Board Representatives

At the annual organizational meeting the Board appoints representatives to the various organizations and bodies requiring representation. Currently, the Board appoints the following representatives:

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

3.10 Meetings of the Board (Reference BP 2310)

All regular and special meetings of the Board of Trustees are open to the public, must be accessible to persons with disabilities, and comply with the Brown Act provisions, except as otherwise required or permitted by law.

A notice identifying the location, date, and time of each regular meeting of the Board shall be posted prior to the meeting and shall remain posted until the day and time of the meeting.

Regular meetings of the Board shall be held on the second Thursday of each month. Meetings will be held in the District ~~Assembly Room~~Boardroom, ~~114 S. Del Rosa Avenue~~550 E. Hospitality Ln., San Bernardino, California, 92408, or as otherwise specified by previous Board action. Meetings will begin at 4:00 p.m. or as otherwise specified by previous Board action. Individuals who may wish to place a matter on the agenda or speak on an agenda item may do so by following the procedures outlined in AP 2340 titled Agendas and AP 2345 titled Public Participation at Board Meetings.

3.11 Institutional Values and Board Operational Priorities - See Appendix 5

3.12 Meeting Protocol

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

- Keep the Board discussion at the policy level versus getting into how something will be accomplished.
- Ask questions of staff as necessary to make an informed decision, but try to avoid questions that may imply the Board is trying to micromanage the District.
- Be cautious about making statements that might be interpreted as belittling the staff.

- Praise in public and discipline in private.
- Be professional and courteous to fellow Board members.

3.13 Quorum and Voting (Reference: BP 2330)

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

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

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

1. Resolution of intention to sell or lease real property (except where a unanimous vote is required);
2. Resolution of intention to dedicate or convey an easement;
3. Resolution authorizing and directing the execution and delivery of a deed;
4. Action to declare the District exempt from the approval requirements of a planning commission or other local land use body;
5. Resolution providing for the transfer from the reserve for contingencies to any expenditure classification.
6. Resolution to condemn real property.

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

1. Resolution authorizing a sale or lease of District real property to the state, any county, city, or to any other school or community college district;
2. Resolution authorizing lease of District property under a lease for the production of gas.
3. Any authorization to change an existing construction contract.

3.14 Special and Emergency Meetings (Reference: BP 2320)

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

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

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

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

3.15 Closed Session (Reference: BP 2315)

Closed sessions of the Board of Trustees shall only be held as permitted by applicable legal provisions including but not limited to the Brown Act, California Government Code, and California Education Code.

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

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

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

3.16 How the Board Takes Action

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

3.17 Consent Agenda

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

3.18 Preparing for Meetings

~~Two weeks prior~~Prior to the Board meeting, the Chancellor meets with the ~~Board President~~Officers of the Board ~~(and the Executive Board, as requested)~~ to review the agenda prior to the board book going to print.

~~By the Friday preceding the Thursday~~One week prior to the Board meeting, the Chancellor’s Office will deliver Board packets with an agenda and supporting materials. This information is also posted to the District Website. This timeline gives the Board members ~~six days~~one week to review the materials prior to the meeting. When possible, Board members should submit their questions to the Chancellor prior to the Board meeting so that the staff can provide a thorough response, prior to or, at the time of the meeting. Also, any

Board member can call the Chancellor prior to the Board meeting for clarification regarding any agenda item rather than waiting until the Board meeting. It is always best not to surprise the Chancellor or staff at the Board meeting. Response to information is supplied to all Board members.

3.19 Recording (Reference: BP 2365)

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

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

3.20 Speakers (Reference: BP 2350)

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

- The ~~President~~ Chair of the Board may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board or if their remarks are unduly repetitive.
- Non-scheduled substitutes may not speak in place of scheduled speakers unless alternates have been submitted on the original request.
- Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board under this policy but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.

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

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

3.22 Communications Among Board Members (Reference: BP 2720)

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

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

3.23 Media/Email

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

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

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

3.24 Annual Retreat

Each year the Board holds an annual retreat with the Board and the Chancellor. This retreat is the opportunity for the Board to conduct its annual self-evaluation and set goals for the upcoming year.

3.25 Board Self-Evaluation (Reference: BP 2745)

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

3.26 Setting the Board's Goals

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

3.27 Annual Organizational Meeting (Reference: BP 2305)

The annual organizational meeting of the Board is held at the regular meeting during the first two weeks of December.

In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. See BP 2100 Board Elections.

The purpose of the annual organizational meeting is to elect a chair, vice chair, and a clerk, and conduct any other business as required by law or determined by the Board. See BP 2200 Officers of the Board.
~~The Board shall hold an annual organizational meeting on a day within fifteen calendar days of the last Friday in November~~

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

3.28 Chancellor - Hiring and Contract

Without doubt, the most important role of the Board is to appoint the Chancellor. It is exclusively the Board's role, although the process itself generally includes District personnel who will participate in the interviewing and screening process. A District committee may assist in screening the applications and narrowing the pool of candidates to a manageable group that will be invited for confidential screening interviews. From the confidential interviews, the committee selects a small group of 3-5 finalists to recommend to the Board for interviews and on-campus forums. After the finalists accept the invitation to interview as a finalist, the names of the finalists become public information and usually there will be a press release involved.

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

3.29 Evaluation of the Chancellor (Reference: BP 2435)

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

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

3.30 Setting the Chancellor's Salary

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

3.31 Graduation

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

Section 4 – Chapter 1 and 2 Board Policies and Procedures

4.0 Board Policies

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

Section 5 – Orientation Checklist and Sign-Off Form

5.0 Board Member Orientation

Per Board Policy 2740, orientation sessions shall be scheduled for new Board of Trustee appointees.

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

Orientation to the institution includes:

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

Orientation to trusteeship includes:

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

Appendix 1

San Bernardino Community College District

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

San Bernardino Valley College

San Bernardino Valley College maintains a culture of continuous improvement and a commitment to provide high-quality education, innovative instruction, and services to a diverse community of learners. Its mission is to prepare students for transfer to four-year universities, to enter the workforce by earning applied degrees and certificates, to foster economic growth and global competitiveness through workforce development, and to improve the quality of life in the Inland Empire and beyond.

Crafton Hills College

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

Economic Development & Corporate Training

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

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

EMPIRE NETWORK/KVCR

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

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

Appendix 2

Organizational charts can be accessed using the links provided below.

- District Organizational Charts
- Crafton Hills College Organizational Charts
- San Bernardino Valley College Organizational Charts

Appendix 3

Board's Role in Accreditation

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

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

Appendix 4

Standard Outlining Board's Responsibility
Standard IVC (Appendix in Board Orientation Handbook, referenced in Section 2.21)

IV.C.1: The institution has a governing board that has authority over and responsibility for policies to assure the academic quality, integrity, and effectiveness of the student learning programs and services and the financial stability of the institution.

IV.C.2: The governing board acts as a collective entity. Once the board reaches a decision, all board members act in support of the decision.

IV.C.3: The governing board adheres to a clearly defined policy for selecting and evaluating the CEO of the college and/or the district/system.

IV.C.4: The governing board is an independent, policy-making body that reflects the public interest in the institution's educational quality. It advocates for and defends the institution and protects it from undue influence or political pressure.

IV.C.5: The governing board establishes policies consistent with the college/district/sys- tem mission to ensure the quality, integrity, and improvement of student learning programs and services and the resources necessary to support them. The governing board has ultimate responsibility for educational quality, legal matters, and financial integrity and stability.

IV.C.6: The institution or the governing board publishes the board bylaws and policies specifying the board's size, duties, responsibilities, structure, and operating procedures.

IV.C.7: The governing board acts in a manner consistent with its policies and bylaws. The board regularly assesses its policies and bylaws for their effectiveness in fulfilling the college/district/system mission and revises them as necessary.

IV.C.8: To ensure the institution is accomplishing its goals for student success, the governing board regularly reviews key indicators of student learning and achievement and institutional plans for improving academic quality.

IV.C.9: The governing board has an ongoing training program for board development, including new member orientation. It has a mechanism for providing for continuity of board membership and staggered terms of office.

IV.C.10: Board policies and/or bylaws clearly establish a process for board evaluation. The evaluation assesses the board's effectiveness in promoting and sustaining academic quality and institutional effectiveness. The governing board regularly evaluates its practices and performance, including full participation in board training, and makes public the results. The results are used to improve board performance, academic quality, and institutional effectiveness.

IV.C.11: The governing board upholds a code of ethics and conflict of interest policy, and individual board members adhere to the code. The board has a clearly defined policy for dealing with behavior that violates its code and implements it when necessary. A majority of the board members have no employment, family, ownership, or other personal financial interest in the institution. Board member interests are disclosed and do not interfere with the impartiality of governing body members or outweigh the greater duty to secure and ensure the academic and fiscal integrity of the institution.

IV.C.12: The governing board delegates full responsibility and authority to the CEO to implement and administer board policies without board interference and holds the CEO accountable for the operation of the district/system or college, respectively.

IV.C.13: The governing board is informed about the Eligibility Requirements, the Accreditation Standards, Commission policies, accreditation processes, and the college's accredited status, and supports through policy the college's efforts to improve and excel. The board participates in evaluation of governing board roles and functions in the accreditation process.

Appendix 5

Institutional Values

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

Board Operational Priorities

In order for the Board to support the strategic directions and institutional values, the board will hold itself accountable for the following board activities. They will be a focus of Board inquiry, discussion, and operational priorities.

- Engage & support equity initiatives
- Be more visible on both campuses
- Actively connect to community
- Conduct efficient and effective board meetings focused on big picture
- Monitor the SBCCD Strategic Directions utilizing the quarterly dashboard and student scorecard presentations
- Participate in professional development contributing to an excellent, cohesive, and proactive board

Appendix 6

State of California
EDUCATION CODE Section 70902

70902. (a) (1) Every community college district shall be under the control of aboard of trustees, which is referred to herein as the "governing board." The governing board of each community college district shall establish, maintain, operate, and govern one or more community colleges in accordance with law. In so doing, the governing board may initiate and carry on any program, activity, or may otherwise act in any manner that is not in conflict with or inconsistent with, or preempted by, any law and that is not in conflict with the purposes for which community college districts are established.
(2) The governing board of each community college district shall establish rulesand regulations not inconsistent with the regulations of the board of governors and the laws of this state for the government and operation of one or more community colleges in the district.
(b) In furtherance of subdivision (a), the governing board of each community college district shall do all of the following:
(1) Establish policies for, and approve, current and long-range academic and facilities plans and programs and promote orderly growth and development of the community colleges within the district. In so doing, the governing board shall, as required by law, establish policies for, develop, and approve, comprehensive plans. The governing board shall submit the comprehensive plans to the board of governors for review and approval.
(2) Establish policies for and approve courses of instruction and educational programs. The educational programs shall be submitted to the board of governors for approval. Courses of instruction that are not offered in approved educational programs shall be submitted to the board of governors for approval. The governing board shall establish policies for, and approve, individual courses that are offered in approved educational programs, without referral to the board of governors.
(3) Establish academic standards, probation and dismissal and readmission policies, and graduation requirements not inconsistent with the minimum standards adopted by the board of governors.
(4) Employ and assign all personnel not inconsistent with the minimum standards adopted by the board of governors and establish employment practices, salaries, and benefits for all employees not inconsistent with the laws of this state.
(5) To the extent authorized by law, determine and control the district's operational and capital outlay budgets. The district governing board shall determine the need for elections for override tax levies and bond measures and request that those elections be called.
(6) Manage and control district property. The governing board may contract for the procurement of goods and services as authorized by law.
(7) Establish procedures that are consistent with minimum standards established by the board of governors to ensure faculty, staff, and students the opportunity to express their opinions at the campus level, to ensure that these opinions are given every reasonable consideration, to ensure the right to participate effectively in district and college governance, and to ensure the right of academic senates to assume primary responsibility for making recommendations in the areas of curriculum and academic standards.
(8) Establish rules and regulations governing student conduct.
(9) Establish student fees as it is required to establish by law, and, in its discretion, fees as it is authorized to establish by law.

(10) In its discretion, receive and administer gifts, grants, and scholarships.
(11) Provide auxiliary services as deemed necessary to achieve the purposes of the community college.
(12) Within the framework provided by law, determine the district's academic calendar, including the holidays it will observe.
(13) Hold and convey property for the use and benefit of the district. The governing board may acquire by eminent domain any property necessary to carry out the powers or functions of the district.
(14) Participate in the consultation process established by the board of governors for the development and review of policy proposals.
(c) In carrying out the powers and duties specified in subdivision (b) or other provisions of statute, the governing board of each community college district shall have full authority to adopt rules and regulations, not inconsistent with the regulations of the board of governors and the laws of this state, that are necessary and proper to executing these prescribed functions.
(d) Wherever in this section or any other statute a power is vested in the governing board, the governing board of a community college district, by majority vote, may adopt a rule delegating the power to the district's chief executive officer or any other employee or committee as the governing board may designate. However, the governing board shall not delegate any power that is expressly made nondelegable by statute. Any rule delegating authority shall prescribe the limits of the delegation.
(e) This section shall become operative on January 1, 2014.
(Amended (as added by Stats. 2006, Ch. 817, Sec. 5) by Stats. 2011, Ch. 112, Sec. 4. (AB 1029) Effective January 1, 2012. Section operative January 1, 2014, by its own provisions.)

Appendix 7

The Brown Act (Open Meeting Law)

The Board is subject to the Brown Act, also known as the Open Meeting Law. The Brown Act requires that public boards conduct their business in the open. This means that all meetings are open to the public except for a limited number of circumstances, as permitted by the Brown Act. Examples of these limited circumstances include agenda items concerning personnel actions, labor negotiations, and the negotiation of real property.

References: For more information regarding the Brown Act, refer to http://ag.ca.gov/publications/brownAct2003.pdf

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Stacey K. Nikac, Administrative Officer

DATE: June 11, 2020

SUBJECT: Accept Board Policies for First Reading

RECOMMENDATION

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

BP 1100 San Bernardino Community College District
BP 3226 Awards
AP/BP 3715 Intellectual Property
AP/BP 3725 Information & Communications Technology
AP 3750 Use of Copyrighted Material
AP/BP 5040 Student Records, Directory Information, and Privacy
AP/BP 5150 Extended Opportunity Programs and Services
AP/BP 6700 Civic Center and Other Facilities Use
AP/BP 7400 Travel

OVERVIEW

The SBCCD has a process of continuous review of its Board Policies and Administrative Procedures to ensure compliance with Title 5, California Education Code and current district/college needs. The attached policies and procedures have been modified and or reviewed and have gone through the collegial consultation process as outlined in Board Policy 2410.

ANALYSIS

The changes to these policies include requirements of the Education Code, current laws, and those determined to be necessary for the efficient operation of the district. At its meeting on May 5, 2020, District Assembly agreed to move the AP/BP forward for Board approval.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

None.

Current Status: *Draft* **PolicyStat ID:** *7862971*

Origination:	*N/A*
Last Approved:	*N/A*
Last Revised:	*N/A*
Next Review:	*N/A*
Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 1 The District*
References:	*Legally Required*

BP 1100 The San Bernardino Community College District

(Replaces SBCCD BP 1000)

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

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

- San Bernardino Valley College
  701 S. Mt. Vernon Avenue
  San Bernardino, CA 92410
- Crafton Hills College
  11711 Sand Canyon Road
  Yucaipa, CA 92399
- ~~Technology and Educational Support Services~~
  ~~1289 Bryn Mawr Avenue, Suite B~~
  ~~Redlands, CA 92374~~DSO
  550 E. Hospitality Ln., Suite 200
  San Bernardino, CA 92408
- ~~District Office and~~ Professional Development Center
  ~~114 S. Del Rosa Drive~~
  ~~San Bernardino, CA 92408~~
- 114 S. Del Rosa Drive
  San Bernardino, CA 92408
- Economic Development and Corporate Training
  114 S. Del Rosa Drive
  San Bernardino, CA 92408
- Empire/KVCR ~~TV-FM~~
  701 S. Mt. Vernon Avenue
  San Bernardino, CA 92410

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

Current Status: *Draft* **PolicyStat ID:** *7865112*

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

BP 3226 Awards

(Replaces current SBCCD BP 3225)

A. Authorization

The Board of Trustees authorizes the granting of awards to students or staff for outstanding achievement.

B. Recognition

Recognition may be given in the form of certificates, plaques, ribbons, badges, books, pens, trophies, rings, medals, bumper stickers, shirts, jackets, comestible items, and such other appropriate symbols of appreciation.

C. Approval

The Chancellor or designee may approve such awards up to the limit $200 per individual. Any award that exceeds that limit requires Board approval prior to the purchase of the Award.

D. Certificates & Awards Issued by the Board of Trustees

In cases of exemplary service or accomplishment, the Board of Trustees may present a certificate of Congratulations to an employee of the District or to a member of the community. The determination for the awarding of such certificates will be made by the ~~Executive~~Advisory Committee of the Board and the Chancellor~~, and~~. Certificates issued by the Board of Trustees will be ~~approved~~signed by the Board ~~of Trustees~~Chair and Chancellor and may be presented by the requesting Board member.

Reference:

Education Code Sections 78210 et seq., and 84754.6;
ACCJC Accreditation Standard I.B.5 - 9

Attachments

BP 3226 Awards- Comments
BP 3226 Awards- Legal Citations

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	Chancellor's Cabinet:
Policy Area:	*Chapter 3 General Institution*
References:	

AP 3715 Intellectual Property

(Replaces the Intellectual Property portion of the current SBCCD AP 3710)

The following intellectual property procedure shall be interpreted consistent with other District policies, including, but not limited to, the District's policy on academic freedom and federal and state statutes and regulations. This procedure shall also be interpreted consistent with all collective bargaining agreements.

Definitions

For the purposes of this procedure, the following definitions apply to the following words or phrases:

"Administrative Activity" means the execution of the District's management or administrative functions such as preparing budgets, policies, contracts, personnel management, printing course materials and catalogs, maintenance of computer data, long range planning, and keeping inventories of equipment. Teaching and academic endeavors are not administrative activities.

"Author" or "Creator" means an individual who alone or as part of a group of other creators, invent, author, discover, or otherwise create intellectual property.

"District Resources" means all tangible resources including buildings, equipment, facilities, computers, software, personnel, and funding.

"Course Materials" Materials prepared for use in teaching, fixed or unfixed, in any form, including, but not limited to, digital, print, audio, visual, or any combination thereof. Course materials include, but are not limited to, lectures, lecture notes, materials, syllabus, study guides, bibliographies, visual aids, images, diagrams, multimedia presentations, web-ready content, and educational software.

"Course Syllabus" means a document that includes information about the outline, standards for student evaluation, and additional information which reflects the academic work of the faculty member.

"Digital Encoded Work" means a work (on a bit-sequence) that can be stored on computer-readable media, manipulated by computers, and transmitted through data networks.

"District facilities" include buildings, equipment, and other facilities under the control of the District, that are designated by the appropriate administrative officer as requiring an advance agreement, from non-District personnel and District personnel acting outside the scope of their employment, concerning the disposition of any copyrighted works that are originated with the use of these facilities. Such facilities normally include campus computer centers and normally do not include District libraries.

"District funds," regardless of source, are administered under the control, and responsibility, or authority of the

District.

"Employee" means an individual employed by the District, and shall include full-time and part-time faculty, classified staff, student employees, appointed personnel, persons with "no salary" appointments, and academic professionals, who develop intellectual property using District resources, unless there is an agreement providing otherwise.

"Intellectual Property" means works, products, processes, tangible research property, copyrightable subject matter, works of art, trade secrets, know how, inventions and other creations the ownership which are recognized and protected from unauthorized exploitation by law. Examples of intellectual property include scholarly, artistic, and instructional materials.

"Student" means an individual who was or is enrolled in a class or program at the District at the time the intellectual property was created.

"Student Employee" means a student who is paid by the District, and may include students participating in a work study program or who receive stipends while they are acting within the scope of their employment at the District at the time the intellectual property was created.

"Substantial Use of District Resources" means use of District resources beyond the normal professional, technology, and technical support generally provided by the District and extended to an individual or individuals for development of a product, project, or program. The use of District resources must be important and instrumental to the creation of the intellectual property. The following do not constitute substantial use of the District's resources: (1) incidental use of District resources and/or (2) extensive use of District resources commonly available to District employees. A substantial use of the District's resources may be implicated in situations where the creator spends such time and energy in the creation of a work that results in a great reduction of the creator's teaching activity.

"Work" means an "original work of authorship fixed in a tangible medium" as used in the Copyright Act.

Ownership of Intellectual Property

The ownership rights to a creation at the District shall be determined generally as set forth below, unless ownership is modified by an agreement.

Employee Intellectual Property Rights

A District employee who is the creator of a work owns the copyright of that work. Work includes textbooks, lecture notes and other course materials, literary work, artistic work, musical work, architectural work and software produced with no more than nominal or incidental use of the District's resources. Work described in this paragraph is owned by the employee even though such work may have been developed within the employee's scope of employment.

Intellectual property unrelated to an individual's employment responsibilities at the District, and that is developed on an individual's own time and without the District's support or use of District facilities is the exclusive property of the creator and the District has no interest in any such property and holds no claim to any profits resulting from such intellectual property.

District Intellectual Property Rights

Except for work done during a sabbatical, the District owns all other intellectual property, including but not limited to patentable inventions, such as computer software, created by its employees under the following

circumstances:

1. If intellectual property is created through the District's administrative activities by an employee working within his or her scope of employment; or
2. If intellectual property is created through the substantial use of District resources; or
3. If intellectual property is commissioned by the District pursuant to a signed contract; or
4. If intellectual property is produced within one of the nine categories of works considered works for hire under copyright law pursuant to a written contract, or
5. If intellectual property is produced from research specifically supported by state or federal funds or third party sponsorship. Grant funds obtained by faculty members for the creation of works shall be considered substantial support provided by the District only if the District is involved in the fiscal administration of the grant.

Where circumstances give rise to District intellectual property rights, as described above, the creator of the potential intellectual property will promptly disclose the intellectual property to the District. The District and the creator may enter into a written agreement whereby the creator executes documents assigning intellectual property rights to the District.

The Chancellor may waive the District's interests in its intellectual property by executing a written waiver.

Student Intellectual Property Rights

District students who created a work are owners of and have intellectual property rights in that work. District students own the intellectual property rights in the following works created while they are students at the District: (1) intellectual property created to meet course requirements using college or District resources, and (2) intellectual property created using resources available to the public. Intellectual property works created by students while acting as District employees shall be governed under provisions for employees.

~~Modification of Ownership Rights~~

~~The general provisions for ownership of intellectual property rights set forth in Section II may be modified by the parties as follows:~~

~~Sabbatical Works~~

~~Intellectual property created by District employees during a sabbatical is defined as an academic work. However, where a work to be created as part of an approved sabbatical plan requires resources beyond those normally provided to other employees during a sabbatical (substantial use District resources), the parties may enter into an written agreement to define the District and employee's intellectual property rights in the sabbatical work.~~

~~Assignment of Rights~~

~~When the conditions outlined in the sections on employee intellectual property rights or student intellectual property are met, ownership will reside with the employee or student responsible for creating the intellectual property. In these circumstances, the creator may pursue intellectual property protection, marketing, and licensing activities without involving the District. If such a decision is made, the creator is entitled to all revenues received.~~

Any person may agree to assign some or all of his or her intellectual property rights to the District.

In the event the creator offers to share or assign intellectual property rights in the creation to the District, the District may support and finance application for intellectual property protection (trademark, patent, or copyright) or it may enter into an agreement for other exploitation of the work, including management, development and commercialization of the property under terms and conditions as may be agreeable to the parties. After evaluating the creator's offer, the District may or may not decide to become involved in a joint investment agreement. A negative response from the District will be communicated in writing to the creator. An affirmative response from the District will be summarized as an offer to enter into a written contract. If the creator accepts the District's proposed contract, any revenues received from commercialization of the intellectual property will be distributed as defined in the contract.

Sponsorship Agreements

A sponsored work is a work first produced by or through the District in the performance of a written agreement between the District and a sponsor. Sponsored works generally include interim and final technical reports, software, and other works first created in the performance of a sponsored agreement. Sponsored works do not include journal articles, lectures, books or other copyrighted works created through independent academic effort and based on the findings of the sponsored project, unless the sponsored agreement states otherwise. Ownership of copyrights to sponsored works shall be with the District unless the sponsored agreement states otherwise. Where a sponsorship agreement does not define ownership of the intellectual property, ownership shall be determined under applicable law. Any sponsorship agreement that provides for ownership of the work by one other than the District generally shall provide the District with a nonexclusive, world-wide license to use and reproduce the copyrighted work for education and research purposes.

Collaboration/Partnership Agreements

The District may participate in projects with persons/organizations that result in the creation of intellectual property. Ownership rights of such intellectual property will be defined by the collaboration/partnership agreement, or shall be determined under applicable law.

Special Commissions

Intellectual property rights to a work specially ordered or commissioned by the District from a faculty member, professional staff member, other District employee, or other individual or entity, and identified by the District, as a specially commissioned work at the time the work was commissioned, shall belong to the District. The District, and the employee shall enter into a written agreement for creation of the specially commissioned work.

Use of Substantial District Resources

In the event the District provides substantial resources to an employee for creation of a work and the work was not created under an agreement (such as a sponsorship agreement, individual agreement, or special commission) the District and the creator shall own the intellectual property rights jointly in proportion to the respective contributions made.

Encoded Works/Software for Administrative Activities

The District may hire an individual or entity to develop software or other encoded works, to be used in the District's administrative activities. The District shall maintain ownership of the intellectual property rights in

~~such encoded works. Similarly, the District shall have ownership of the intellectual property rights in encoded works created by an employee, even where the work was created out of the employee's own initiative, if the work in related to the employee's job responsibilities. For example, if an employee in the student records office creates a software program, on his own initiative, which will organize student records, such work is related to the employee's job duties and will belong to the District. Where an employee creates a program that does not relate to his or her job duties, and that program was created on the employee's own time, the work belongs to the employee.~~

~~Collective Bargaining Agreement~~

~~In the event the provisions of these procedures and the provisions of any operative collective bargaining agreement conflict, the collective bargaining agreement shall take precedence.~~

~~Jointly Created Works~~

~~Ownership of jointly created works shall be determined by separately assessing which of the above categories applies to each creator, respectively. Rights between joint owners of a copyright shall be determined pursuant to copyright law.~~

~~Work Acquired by Assignment or Will~~

~~The District may acquire copyrights by assignment or will pursuant to the terms of a written agreement or testament. The terms of such agreements should be consistent with District policies and these procedures.~~

~~Materials Implicating Third Party Rights~~

~~District employees and students must comply with District policies and state and federal laws, including copyright and privacy laws, in creating works. District employees and students must obtain all required licenses, consents, and releases necessary to avoid infringing the rights of third parties. District employees and students with questions or concerns regarding third party rights should direct all inquiries to the Chancellor or his/her designee.~~

~~Intellectual Property Coordinator~~

~~The Chancellor or his/her designee shall be the District's Intellectual Property Coordinator. The coordinator shall administer this procedure and will implement the District's Intellectual Property Policy. The Intellectual Property Coordinator will also monitor the development and use of the District's intellectual property. Any questions relating to the applicability of the District Intellectual Property or this procedure may be directed and answered by the Intellectual Property Coordinator.~~

Securing of Copyright

For information on securing of copyright, please see AP 3710 Securing of Copyright.

Preservation of Intellectual Property Right

Protection of Rights

The District shall undertake such efforts, as it deems necessary to preserve its rights in original works for which the District is the sole or joint owner of intellectual property rights. The District may apply for a patent, for

trademark registration, for copyright registration, or for other protection available by law on any new work in which it maintains intellectual property rights.

Payment of Costs

The District may pay some or all costs required for obtaining a patent, trademark, copyright, or other classification on original works for which it exclusively owns intellectual property rights. If the District has intellectual property rights in a jointly owned work, the District may enter into an agreement with the joint owners concerning payment of such costs.

Commercialization of Intellectual Property

Right of Commercialization

The District may commercialize its Intellectual Property using its resources or it may enter into agreements with others to commercialize the work as authorized by law.

Distribution of Proceeds

An employee who creates a work and retains an intellectual property interest in such work in which the District maintains intellectual property rights is entitled to share in royalties, licenses, and any other payments from commercialization of the work in accordance with applicable agreements and applicable laws. All expenses incurred by the District in protecting and promoting the work including costs incurred in seeking patent or copyright protection and reasonable costs of marketing the work, shall be deducted and reimbursed to the District before the creator is entitled to share in the proceeds.

Intellectual Property Account

The District shall deposit all net proceeds from commercialization of intellectual property in its own general intellectual property account. The Chancellor or his/her designee may use the account to reimburse expenses related to creating or preserving the District's intellectual property rights or for any other purpose authorized by law and District policy including the development of intellectual property.

Notification

The Intellectual Property Coordinator shall provide a copy of these Intellectual Property Procedures to persons upon request. The District shall arrange training on a periodic basis for faculty, staff and/or other persons who are covered by this Intellectual Property Procedure.

References:

17 U.S Code Sections 101 et seq.;
35 U.S Code Sections 101 et seq.; and
37 Code of Federal Regulations Sections 1.1 et seq.

Attachments

AP 3715 Intellectual Property - Comments

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	Chancellor's Cabinet:
Policy Area:	*Chapter 3 General Institution*
References:	

BP 3715 Intellectual Property

The Chancellor shall develop procedures that define the rights, interests, protection, and transfer of intellectual property created by the District employees and students.

References:

17 U.S. Code Sections 101 et seq.;
35 U.S. Code Sections 101 et seq.;
37 Code of Federal Regulations Sections 1.1 et seq.

Attachments

BP 3715 Intellectual Property - Comments
BP 3715 Intellectual Property - Legal Citations

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Next Review:	*10 years after approval*
Owner:	*Luke Bixler*
Policy Area:	*Chapter 3 General Institution*
References:	*Good Practice/Optional*

AP 3725 Information and Communications Technology Accessibility & Acceptable Use

Definitions

The following definitions apply to this procedure:

Accessible: An individual with a disability is afforded the opportunity to acquire the same information, engage in the same interactions, and enjoy the same services as a person without a disability in an equally effective and equally integrated manner, with substantially equivalent ease of use.

Equally Effective: Alternative access for individuals with disabilities to instructional materials and information and communication technology that (1) is timely, (2) is accurate in translation, (3) is delivered in a manner and medium appropriate to the disability of the individual, and (4) affords the individual with a disability the opportunity to obtain the information as fully, equally and independently as a person without a disability with substantially equivalent ease of use. Note, such alternative(s) are not required to produce the identical result or level of achievement, but must afford individuals with disabilities equal opportunity to obtain the same result, to gain the same benefit, or to reach the same level of achievement in the most integrated setting appropriate to the person's needs.

Individual with a Disability: An individual who has one or more physical or mental impairments that substantially limit one or more major life activities.

Information and Communication Technology (ICT): Encompasses electronic and information technology covered by Section 508 of the Rehabilitation Act of 1973, as well as telecommunications products, interconnected Voice over Internet Protocol (VoIP) products, and Customer Premises Equipment (CPE) covered by Section 255. Examples of ICT include computers, information kiosks and transaction machines, telecommunications equipment, multifunction office machines, software, Web sites, and electronic documents.

Instructional Materials: Includes electronic instructional materials, such as, syllabi, textbooks, presentations and handouts delivered within CCC's learning management system, via email or via another electronic means for face-to-face classes as well as e-learning courses. It also includes electronic instructional activities such as instructional videos, online collaborative writing, Web conferencing, blogging, and any other instructional materials as technology evolves.

Timely: As it relates to equally effective alternative access to instructional materials and ICT, timely means that the individual with a disability receives access to the instructional materials or ICT at the same time as an individual without a disability.

ICT and Instructional Material Accessibility Standard Statement

The District is committed to ensuring equal access to instructional materials and ICT for all, and particularly for individuals with disabilities in a timely manner. In accordance with Government Code Sections 7405, 11135, and 11546.7, and best practices, the District will comply with the accessibility requirements of Section 508 of the Federal Rehabilitation Act of 1973 by:

- Developing, purchasing and/or acquiring, to the extent feasible, instructional materials and ICT products that are accessible to individuals with disabilities;
- Using and maintaining instructional materials and ICT that is consistent with this Standard; and
- Promoting awareness of this Standard to all relevant parties, particularly those in roles that are responsible for creating, selecting, or maintaining electronic content and applications.

Ensuring equal access to equally effective instructional materials and ICT is the responsibility of all District administrators, faculty, and staff.

References:

Government Code Sections 7405, 11135, and 11546.7; Section 504, Rehabilitation Act of 1973 (29 U.S. Code Section 701); Section 508, Rehabilitation Act of 1973 (Federal Electronic and Information Technology) (29 U.S. Code Section 794d);36 Code of Federal Regulations Parts 1194.1 et seq.

Attachments

No Attachments

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Owner:	*Luke Bixler*
Policy Area:	*Chapter 3 General Institution*
References:	*Good Practice/Optional*

BP 3725 Information and Communications Technology Accessibility & Acceptable Use

The governing board shall ensure equal access to instructional materials and information and communication technology (ICT) for all and particularly for individuals with disabilities, in a timely manner.

As it relates to equally effective alternative access to instructional materials and ICT, timely manner means that the individual with a disability receives access to the instructional materials or ICT at the same time as an individual without a disability.

The Chancellor shall establish administrative procedures to comply with the requirements specified in Section 508 of the Rehabilitation Act and its implementing regulations.

References:

Government Code Sections 7405, 11135, and 11546.7; Section 504, Rehabilitation Act of 1973 (29 U.S. Code Section 701); Section 508, Rehabilitation Act of 1973 (Federal Electronic and Information Technology) (29 U.S. Code Section 794d); 36 Code of Federal Regulations Parts 1194.1 et seq. Also see BP/AP 3410 Nondiscrimination, BP/AP 3720 Computer and Network Use, AP 3725 Accessibility and Acceptable Use, BP/AP 5140 Disabled Student Programs and Services, and AP 6365 Contracts – Accessibility of Information Technology.

Attachments

No Attachments

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Owner:	*Andy Chang*
Policy Area:	*Chapter 3 General Institution*
References:	

AP 3750 Use of Copyrighted Material

~~***NOTE:** A procedure on use of copyrighted materials is **suggested as good practice.** Insert local practice. The example highlights key criteria for the procedure(s), but is not exhaustive.*~~

The following use of copyrighted material procedure shall be interpreted consistent with other District policies. This procedure shall also be interpreted consistent with all collective bargaining agreements.

A number of associations provide excellent resources related to use of copyrighted materials. Please see the following websites for information that expands on the general checklists in this procedure, which may be used to develop and refine local practice. The booklets, "Questions and Answers on Copyright for the Campus Community" and "Guidelines for Campus Copying" are available on the first three websites and are excellent resources.

1. *The Association of American Publishers, www.publishers.org, click on "conferences and publications."*
2. *National Association of College Stores, www.nacs.org, click on "industry information" Software and Information Industry Association, www.siia.net, click on "bookstore"*
3. *Copyright Clearance Center, www.copyright.com*
4. *American Libraries Association, www.ala.org, click on "Washington Office" or "issues and advocacy"*

Employees and students shall not reproduce copyrighted materials without prior permission of the copyright owner, except as allowed by the "fair use" doctrine.

Fair Use Reference:

Copyright Act, Section 107

The "fair use" doctrine permits limited use of copyrighted materials in certain situations, including teaching and scholarship. In some instances, copyright may be required for works that fall within "fair use."

***NOTE:** The following is excerpted from the legislative history of the 1976 Copyright Act, which established congressionally endorsed guidelines related to classroom copying for educational use.*

I. **Single Copying for Teachers**
A single copy may be made of any of the following by or for a teacher at his/her individual request for his or her scholarly research or use in teaching or preparation to teach a class:

   A. A chapter from a book

B. An article from a periodical or newspaper

C. A short story, short essay or short poem, whether or not from a collective work

D. A chart, graph, diagram, drawing, cartoon or picture from a book, periodical, or newspaper

II. **Multiple Copies for Classroom Use**
Multiple copies (not to exceed in any event more than one copy per pupil in a course) may be made by or for the teacher giving the course for classroom use or discussion, provided that:

A. The copying meets the tests of brevity and spontaneity as defined below; and

B. Meets the cumulative effect test as defined below; and

C. Each copy includes a notice of copyright

Definitions:

Brevity:

i. Poetry: (a) A complete poem if less than 250 words and if printed on not more than two pages or (b) from a longer poem, an excerpt of not more than 250 words.

ii. Prose: (a) Either a complete article, story or essay of less than 2,500 words, or (b) an excerpt from any prose work of not more than 1,000 words or 10% of the work, whichever is less, but in any event a minimum of 500 words. (Each of the numerical limits stated in "i" and "ii" above may be expanded to permit the completion of an unfinished line of a poem or of an unfinished prose paragraph.)

iii. Illustration: One chart, graph, diagram, drawing, cartoon or picture per book or per periodical issue.

iv. "Special" works: Certain works in poetry, prose, or in "poetic prose" which often combine language with illustrations and which are intended sometimes for children and at other times for a more general audience fall short of 2,500 words in their entirety. Paragraph "i" above notwithstanding such "special works" may not be reproduced in their entirety: however, an excerpt comprising not more than two of the published pages of such special work and containing not more than 10% of the words found in the text thereof may be reproduced.

Spontaneity:

i. The copying is at the instance and inspiration of the individual teacher: and

ii. The inspiration and decision to use the work and the moment of its use for maximum teaching effectiveness are so close in time that it would be unreasonable to expect a timely reply to a request for permission.

Cumulative Effect:

i. The copying of the material is for only one course in the school in which the copies are made.

ii. Not more than one short poem, article, story, essay or two excerpts may be copied from the same author, nor more than three from the same collective work or periodical volume during one class term.

iii. There shall not be more than nine instances of such multiple copying for one course during one class term. (The limitations stated in "ii" and "iii" above shall not apply to current news periodicals and newspapers and current news sections of other periodicals.)

Prohibitions

Notwithstanding any of the above, the following shall be prohibited:

A. Copying shall not be used to create or to replace or substitute for anthologies, compilations, or collective works. Such replacement or substitution may occur whether copies of various works or excerpts therefrom are accumulated or are reproduced and used separately.

B. There shall be no copying of or from works intended to be "consumable" in the course of study or teaching. These include workbooks, exercises, standardized tests and test booklets and answer sheets and like consumable material.

C. Copying shall not:

1. substitute for the purchase of books, publisher's reprints or periodicals
2. be directed by higher authority
3. be repeated with respect to the same item by the same teacher from term to term.

D. No charge shall be made to the student beyond the actual cost of the photocopying.

Compilations References:

Basic Books, Inc, v. Kinko's Graphics Corp. (S.D.N.Y. 1991) 758 F.Supp. 1522: and Princeton University Press v. Michigan Document Services. Inc. (6th Cir. 1996) F.3d 1381

Permission from the copyright owner should be obtained when using excerpts of copyrighted work to create anthologies or "course packs," even if the excerpts fall under the definitions in the "fair use" doctrine.

Online Courses References:

The TEACH (Technology, Education and Copyright Harmonization) Act;
U.S. Code 17. Copyright Act, Sections 110(2) and 112

The Teach Act provides instructors greater flexibility to use third party copyrighted works in online courses. An individual assessment will be required to determine whether a given use is protected under the Act. The following criteria are generally required:

- The online instruction is mediated by an instructor.
- The transmission of the material is limited to receipt by students enrolled in the course.
- Technical safeguards are used to prevent retention of the transmission for longer than the class session.
- The performance is either of a non-dramatic work or a "reasonable and limited portion" of any other work that is comparable to that displayed in a live classroom session.
- The work is not a textbook, course pack, or other material typically purchased or acquired by students for their independent use and retention, including commercial works that are sold or licensed for the purposes of digital distance
  education.
- The District does not know, or have reason to know, that the copy of the work was not lawfully made or

acquired.
- The District notifies students that the works may be subject to copyright protection and that they may not violate the legal rights of the copyright holder.

Obtaining Permission to Use Copyrighted Material

NOTE: Insert local procedures that describe the process faculty and others shall use to obtain permission to use copyrighted material.

References:

Education Code Sections 32360 and 67302;

U. S. Code Title 17. Copyright Act of 1976

Attachments

AP 3750 Use of Copyrighted Material.doc

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Policy Area:	*Chapter 4 Academic Affairs*
References:	*Legally Required*

AP 4105 Distance Education

(Replaces current SBCCD AP 4108)

The Federal Regulations require districts to have processes in place to ensure that the student who registers in a distance education or correspondence education course or program is the same student who participates in and completes the program and receives academic credit. A district will meet this requirement if it follows the language below. Note that the Federal Regulations do not require districts to charge students fees associated with the verification of the student's identify. However, any district that does charge a fee, must notify the student in writing of the estimated amount of those fees in addition to a statement of the processes used to protect the student's privacy.

Consistent with federal regulations pertaining to federal financial aid eligibility, the District must authenticate or verify that the student who registers in a distance education or correspondence education courses is the same student who participates in and completes the course or program and receives the academic credit. The District will provide to each student at the time of registration, a statement of the process in place to protect student privacy and estimated additional student charges associated with verification of student identity, if any.

The District shall utilize secure credentialing/login and password to authenticate or verify the student's identity.

The District Educational Coordinating Committee (DECC) shall establish procedures for providing a statement of the process in place to protect student privacy and estimated additional student charges associated with verification of student identity, if any, to each student at the time of registration.

Definition: Distance Education means instruction in which the instructor and student are separated by distance and interact through the assistance of communication technology.

Course Approval: Each proposed or existing course offered by distance education shall be reviewed and approved separately. Separate approval is mandatory if any portion of the instruction in a course or a course section is designed to be provided through distance education.

The review and approval of new and existing distance education courses shall follow the curriculum approval procedures outlined in Administrative Procedure 4020, Program and Curriculum Development. Distance education courses shall be approved under the same conditions and criteria as all other courses.

Certification: When approving distance education courses, the Board of Trustees will certify the following:

- **Course Quality Standards:** The same standards of course quality are applied to the distance education courses as are applied to ~~traditional classroom courses~~in-person classes.
- **Course Quality Determinations:** Determinations and judgments about the quality of the distance education course were made with the full involvement of the curriculum committee approval procedures.

- **Instructor Contact:** Each section of the course that is delivered through distance education will include regular effective contact between instructor and students, as well as among students, either synchronously or asynchronously.
- **Addendum to Course Outline:** An addendum to the official course outline of record shall be made if any portion of the instruction of a new or existing course is provided through distance education. The addendum must be approved according to the District's curriculum approval procedures. The addendum must address the following:
  - How course outcomes will be achieved in a distance education mode;
  - How the portion of instruction delivered via distance education provides regular and effective contact between instructors and students; and
  - How the portion of instruction delivered via distance education meets the requirements of the Americans with Disabilities Act (ADA) and Section 508 of the Rehabilitation Act of 1973.
- **Duration of Approval:** All distance education courses approved under this procedure will continue to be in effect unless there are substantive changes of the course outline.

References:

Title 5 Sections 55200 et seq.
34 CF Section 602.17 (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. II.A.1

Attachments

AP 4105 Distance Education - Comments
AP 4105 Distance Education - Legal Citations
AP 4105 Update #30.pdf
AP4105-OLD.pdf

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Policy Area:	*Chapter 4 Academic Affairs*
References:	*Legally Required*

BP 4105 Distance Education

(Replaces current SBCCD BP 4108)

In order to expand access and provide greater flexibility, the Chancellor is responsible for establishing standards for distance education programs. These programs will utilize current and new technologies to deliver quality educational opportunities and will facilitate the attainment of students' personal and academic goals.

All distance education programs will adhere to the same programmatic requirements as traditional classroom programs.

References:

Title 5 Sections 55200 et seq.

Attachments

BP 4105 Distance Education - Comments
BP 4105 Distance Education - Legal Citations
BP4105-OLD.pdf

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AP 5030 Fees

(Replaces current SBCCD AP 5030 and AP 5033)

Required fees include:

- Enrollment (Education Code Section 76300 and 76300.5; Title 5 Sections 58500 and 58509)

As prescribed by state law.

- Nonresident tuition with these permissive exemptions (Education Code Sections 76140 and 76140.5):

As prescribed by state law and established by the Board of Trustees no later than March 1 for the succeeding fiscal year.

- All nonresident students enrolling for 6 or fewer units; or
- A student who is a citizen and resident of a foreign country who demonstrates financial need and this required exemption (Education Code Section 68130.5);
- All students, other than non immigrant aliens under 18 U.S. Code Section 1101(a)(15), who meet the following requirements:
  - high school attendance in California for three or more years;
  - graduation from a California high school or attainment of the equivalent thereof;
  - registration or enrollment in a course offered for any term commencing on or after January 1, 2002;
  - completion of a questionnaire form prescribed by the State Chancellor's Office verifying eligibility for this nonresident tuition exemption; and
  - in the case of a student without lawful immigration status, the filing of an affidavit that the student has filed an application to legalize his/her immigration status, or will file an application as soon as he/she is eligible to do so.
- ~~Enrollment~~Student representation (Education Code Section ~~76300 and 76300~~76060.5; Title 5 Sections ~~58500 and 58509~~54801 and 54805)

~~Nonresident tuition with these permissive exemptions (Education Code Sections 76140 and 76140.5):~~

- ~~All nonresident students enrolling for 6 or fewer units; or~~
- ~~A student who is a citizen and resident of a foreign country who demonstrates financial need and this required exemption (Education Code Section 68130.5);~~
- ~~All students, other than non immigrant aliens under 18 U.S. Code Section 1101(a)(15), who meet the following requirements:~~
  - ~~high school attendance in California for three or more years;~~
  - ~~graduation from a California high school or attainment of the equivalent thereof;~~
  - ~~registration or enrollment in a course offered for any term commencing on or after January 1,~~

~~2002;~~

- ~~completion of a questionnaire form prescribed by the State Chancellor's Office verifying eligibility for this nonresident tuition exemption; and~~
- ~~in the case of a student without lawful immigration status, the filing of an affidavit that the student has filed an application to legalize his/her immigration status, or will file an application as soon as he/she is eligible to do so.~~

Fees authorized by law include:

- Non-District physical education facilities (Education Code Section 76395)
- Noncredit courses (Education Code Section 76385)
- Community service courses (Education Code Section 78300)
- Auditing of courses (Education Code Section 76370)
- Instructional materials (Education Code Sections 73365, 81457, and 81458; Title 5 Sections 59400 and 59408)
- Athletic insurance (Education Code Section 70902(b)(9))
- Cross-Enrollment with the California State University (CSU) or University of California (UC) (Education Code Section 66753)
- Health (Education Code Section 76355)
- Parking (Education Code Section 76360)
- Transportation (Education Code Sections 76361 and 82305.6)
  ~~Student representation (Education Code Section 76060.5; Title 5 Sections 54801 and 54805)~~
- Student Center (Education Code Section 76375; Title 5 Section 58510)
- Copies of student records (Education Code Section 76223)
- Dormitory (Education Code Section 81670)
- Child care (Education Code Sections 79121 et seq. and 66060)
- Nonresident capital outlay (Education Code Section 76141)
- Nonresident application processing (Education Code Section 76142)
- Credit ~~by Examination~~for Prior Learning (Education Code Section 76300; Title 5 Section 55050)
- Use of facilities financed by revenue bonds (Education Code Section 81901(b)(3))
- Refund processing (Title 5 Section 58508)
- Telephone registration (Education Code Section 70902(a))
- Physical fitness test (Education Code Section 70902(b)(9))
- Instructional Tape Lease/Deposit (Education Code Section 70902(b)(9))
- Credit Card Use (Education Code Section 70902(b)(9))
- International Student Medical Insurance (Education Code Section 70902(b)(9))

Prohibited fees include:

- Late application (CCCCO Student Fee Handbook)
- Add/drop (CCCCO Student Fee Handbook)
- Mandatory student activities (CCCCO Student Fee Handbook)
- Student Identification Cards (CCCCO Student Fee Handbook)
- Student Body Organization (CCCCO Student Fee Handbook)
- Nonresident application (CCCCO Student Fee Handbook)
- Field trip (Title 5 Sections 55450 and 55451)
- For dependents of certain veterans (Education Code Section 66025.3)
- For dependents of certain victims of the September 11, 2001, terrorist attacks (CCCCO Student Fee

Handbook)
- For certain recipients of the Medal of Honor and certain children of the recipients of the Medal of Honor (Education Code Section 66025.3)
- For surviving spouses and children of a firefighter employed by the federal government whose duty assignment involved the performance of firefighting services in California (Education Code Section 68120)
- For students who have been exonerated of a crime though writ of habeas corpus or pardon that meet certain conditions (Education Code Section 69000)
- Required or funded services (CCCCO Student Fee Handbook)
- Refundable deposits (CCCCO Student Fee Handbook)
- Distance education (other than the statutorily authorized enrollment fee) (CCCCO Student Fee Handbook)
- Mandatory mailings (CCCCO Student Fee Handbook)
- Rental of practice rooms (CCCCO Student Fee Handbook)
- Apprenticeship courses (Education Code Section 76350)
- Technology fee (CCCCO Student Fee Handbook)
- Late payment fee (Title 5 Sections 58502 and 59410)
- Nursing/healing arts student liability insurance (Title 5 Section 55234)
- Cleaning (CCCCO Student Fee Handbook)
- Breakage (CCCCO Student Fee Handbook)
- Test proctoring (CCCCO Student Fee Handbook)

Collection and Refund of Fees

A. Associated Students Discount Sticker
$9.50 - CHC
$7.50 - SBVC
$4.00 - Replacement for lost card

B. Breakage/Lost Property Fee
Replacement cost of item(s) broken or lost

C. Campus Center Fee
$1.00/unit (not to exceed $10 per fiscal year)

D. Capital Outlay Fee

As allowed by law and approved by the Board of Trustees prior to March 1 for the succeeding fiscal year.

~~Associated Students Discount Sticker~~
~~$9.00 - CHC~~
~~$7.50 - SBVC~~
~~$4.00 - Replacement for lost card~~

~~Breakage/Lost Property Fee~~
~~Replacement cost of item(s) broken or lost~~

~~Campus Center Fee~~
~~$1.00/unit (not to exceed $10 per fiscal year)~~

~~Capital Outlay Fee for Students on a Visa~~
~~$41.00/unit~~

A. Catalog
$6.00 - purchased on campus

B. Credit by Examination
$20.00 plus class unit fee

C. Document Fee Handling
$40.00 per hour for personnel time to find, retrieve, copy and re-file requested documents; minimum charge of 1 hour
$0.15 per side copy cost
Fees must be paid prior to document release

D. Enrollment Fee
$46.00/unit

E. Insufficient Funds Check
$15.00

F. International Student Application
$25.00 (nonrefundable)

G. Key Deposit/Replacement
$15.00 plus cost of rekeying if needed (metal/electronic key)

H. Learning Center Reproduction Fees, SBVC
$0.20 - Laser printout: text, black and white printer
$0.50 - Laser printout: graphics, black and white printer (over ½ page)
$1.00 - Laser printout: graphics and/or text, color
$2.00 - Scan text or graphics to disk, per scan

I. Library Fines – SBVC/CHC
$0.10 - Books: per day for 50 days; after 50 days, bill $5 fine plus the replacement value $0.25 - Reserve Books/Multimedia: per hour to a maximum of the replacement value of the reserve materials; after 14 days, bill $5 fine plus the replacement value
$0.50 - Videos: per day for 50 days; after 50 days, bill $5 fine plus the replacement value
$0.10 - Per page for laser printout of Internet, CD ROM, Periodicals
$2.00 - replacement for lost library card

J. Parking Permit Fees
$~~90~~100.00 - annual permit
$~~35~~39.00 - one semester ($20 BOGG student)
$~~20~~22.00 - summer session
$3.00 - daily

K. Parking Violation Fees
$ 50.00 - illegal parking
$ 50.00 - decal violation
$275.00 - handicap violation

L. Refund Processing Charge
A fee of $10.00 will be charged for each refund transaction, not to exceed $10.00 per student per semester as defined in the Fee Refund Policy.

M. Replacement – Diploma/Certificate
$10.00

~~Schedule of Classes~~
~~$3.00 - mailed in U.S. only~~

N. Student Health and Accident Insurance
$~~20~~21.00 - per semester (includes $1.50 accident insurance)
$~~17~~18.00 - summer session (includes $1.50 accident insurance)
$1.50 - accident insurance only

O. Student Representation
$~~1~~2.00

P. Supplemental Health Services Fee
$10.00 - TB skin test (one-step test)
$10.00 - TB skin test (two-step test)
At cost - All Vaccines
$25.00 - Physical Exams
$50.00 - DMV Physical Exams
At cost - Prescription medications
At cost - In-house Lab Tests
At cost - Lab Test sent to external lab
At cost - Optional Medical Procedures
At cost - Optional Medical Supplies
$ 8.00 - Vision screening (Titmus vision tester)
$ 2.00 per item - Duplication of medical records
$10.00 - Hearing Screening (Audiometer)
At cost - Birth Control Pills

Q. Testing Fees
At cost - Paramedic National Registry Testing
$ 25.00 - Retest per skill
$ 10.00 - CPR card
Repeat course from Career Tech Department
0.5 units - $12.00
1.0 units - $23.00
2.0 units - $46.00
3.0 units - $70.00

R. Transcripts/Verification
No cost - First two transcripts
$10.00 - Additional transcripts
~~$8.00 - 24-hour requests for transcripts~~
$20.00 - Immediate requests for transcripts
$5.00 plus cost - Online transcripts

S. Transportation Fee
Students registering for Spring or Fall semester to pay:
$9.00 for 6 or more credits/semester
$8.00 for less than 6 credits/semester
$6.00 for 6 or more credits/summer
$5.00 for less than 6 credits/summer

T. Crafton Hills College Recreation Fee

Students registering for CHC for Spring, Fall, or Summer semesters have the option to pay for the use of the aquatic and fitness centers:
$8.00 per semester

Fee Refunds

A. Designated Fees

This regulation covers the following fees:

1. Enrollment fee
2. Nonresident tuition
3. Parking fee
4. Health fee
5. Accident Insurance fee
6. Student Services Card fee
7. Student Center fee
8. Student Representation Fee
9. Capital Outlay Fee
10. Student Transportation Fee

B. Conditions

If a refund is requested for parking or student services card fees, the parking decal or the student services card must be attached to the refund request.

C. Military Service Exception

If a student who is a member of an active or reserve military service receives orders compelling a withdrawal from courses, the District shall, upon petition and a copy of received orders of the affected student, refund the entire enrollment fee unless academic credit is awarded.

D. Refund Schedule

This refund schedule applies to all fees listed in Paragraph A, above.

1. Fees collected in error

   Fees collected in error will be refunded in their entirety.

2. Class cancelled by the college

   If a class is cancelled by the college, enrollment and/or non-resident tuition fees will be refunded in their entirety. If that cancellation results in a student's withdrawal from the college, refunds of the appropriate fees listed in Paragraph "A" will apply.

3. Withdrawal from the College
   a. Enrollment Fee/Nonresident Tuition

If a student withdraws during the first two weeks of a full-term class or during the first 10% of a short-term class, enrollment fees or nonresident tuition fees will be refunded.

b. Parking Fee, Health Fee, Accident Insurance Fee, Student Services Card Fee, Student Center Fee, Student Representation Fee, Capital Outlay Fee, Student Transportation Fee.

In order to be eligible for a refund, a student must withdraw prior to the first day of the term for a full-term class or prior to the first day of instruction for a short-term class.

4. Unit Reduction

If a change of program within the first two weeks of a full-term class or during the first 10% of a short-term class results in a reduction in the number of units taken, the enrollment fee or non-resident fee will be refunded at the per unit cost of the reduction.

5. A student who withdraws from a class or the college after the second week of instruction for a full-term class or the first 10% of a short-term class is not eligible for any refund.

E. Refund Processing Fee

A charge of $10 will be collected for each refund transaction not to exceed $10 per student per semester, except for cancelled classes or over-payment.

Waiver of Fees

The District may waive enrollment fees which were not collected in a previous session where the enrollment fees were not collected as a result of the District's error in awarding a Board of Governors Fee Waiver to an ineligible student and not through the fault of the student, and to collect the enrollment fee would cause the student undue hardship.

References:

Education Code Sections 66025.3, 68120, 70902(b)(9), 76300, and 76300.5;
Title 5 Sections 51012, 58520, 58629
California Community College Chancellor's Office (CCCCO) Student Fee Handbook
ACCJC Accreditation Standard I.C.6

Attachments

AP 5030 Fees- Comments
AP 5030 Fees- Legal Citations

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References:	*Legally Required*

BP 5030 Fees

(Replaces current SBCCD BP 5030 and BP 5033)

The Board of Trustees authorizes the following fees. All fees must comply with Education Code and Title 5 regulations. The Chancellor is responsible for establishing procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also assure those who are exempt from or for whom the fee is waived are properly enrolled and accounted for. Fee amounts shall be published in the college catalogs or class schedules (Schedule of Classes).

Enrollment Fee (Education Code Section 76300)

Each student shall be charged a fee for enrolling in credit courses as required by law.

Course Auditing Fees (Education Code Section 76370)
Persons auditing a course shall be charged a fee (see AP 5030). The fee amount shall be adjusted proportionally based upon the term length. Students enrolled in classes to receive credit for 10 or more semester credit units shall not be charged this fee to audit three or fewer units per semester.

Parking Fee (Education Code Section 76360)
Students shall be required to pay a fee (see AP 5030).

To encourage ride sharing, a student may certify in writing at the time of payment of the fee that he/she regularly has two or more passengers commuting with him/her.

Instructional Materials (Education Code Section 76365; Title 5 Sections 59400 et seq.)
Students may be required to provide required instructional and other materials for a credit or non-credit course, provided such materials are of continuing value to the student outside the classroom and provided that such materials are not solely or exclusively available from the District. (See BP/AP 5031 titled Instructional Materials Fees)

Physical Education Facilities (Education Code Section 76395)
Where the District incurs additional expenses because a physical education course is required to use non-district facilities, students enrolled in the course shall be charged a fee for participating in the course. Such fee shall not exceed the student's calculated share of the additional expenses incurred by the District.

Student Representation Fee (Education Code Section 76060.5)
Students will be charged a fee (see AP 5030) to be used to provide support for student governmental affairs representation. A student may refuse to pay the fee for religious, political, financial or moral reasons and shall submit such refusal in writing.

Student Transportation Costs (Education Code Section 76361)
Students shall be charged a fee (see AP 5030) for the purpose of recovering transportation costs incurred by the District for services provided by common carriers to students. These fees will only paid by students who use the transportation services, unless a vote of the students in accordance with the Education Code establishes otherwise.

Transcript Fees (Education Code Section 76223)
The District shall charge a reasonable amount for furnishing copies of any student record to a student or former student. The Chancellor is authorized to establish the fee (see AP 5030), which shall not to exceed the actual cost of furnishing copies of any student record. No charge shall be made for furnishing up to two transcripts of students' records, or for two verifications of various records. There shall be no charge for searching for or retrieving any student record.

International Students Application Processing Fee (Education Code Section 76142)
The District shall charge students who are both citizens and residents of a foreign country a fee to process his/her application for admission. This processing fee and regulations for determining economic hardship may be established by the Chancellor. The fee shall not exceed the lesser of 1) the actual cost of processing an application and other documentation required by the U.S. government; or 2) one hundred dollars ($100), which shall be deducted from the tuition fee at the time of enrollment.

Fee Refunds
The Board of Trustees authorizes refunds to be made according to administrative procedures established by the Chancellor. All refunds must comply with Education Code and Title 5 regulations, and the refund schedule shall be published in the college catalogs and class schedules.

References:

Education Code Sections 76300 et seq., 76370, 76355, 76360, 76365, 76395, 76060.5, 76361, 76223, and 76142;
Title 5 Sections 59400 et seq., 58520
ACCJC Accreditation Standard I.C.6

Attachments

BP 5030 Fees - Comments
BP 5030 Fees - Legal Citations

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AP 5040 Student Records, Directory Information, and Privacy

(Replaces current SBCCD AP 5040)

STUDENT RECORDS

A. The colleges shall maintain appropriate records to document and verify student enrollment, attendance, and withdrawal information as required for state apportionment purposes.

B. Data provided by the instructor shall be readily available for audits, internal controls, and other verification.

C. Data for Enrollment (Data)

1. Student Applications
2. Change of Program Data
3. Fee Data
4. Credit by Examination
5. Student Academic Records
6. Assessment Scores

ACCESS TO STUDENT RECORDS

A. Definitions

1. "Student" means any person who is currently enrolled or formally enrolled in classes in the San Bernardino Community College District.
2. The following data and documents will be maintained by the colleges and classified as "Student Records":
   a. admission data
   b. discipline records
   c. health records
   d. veteran records
   e. educational records

3. The following are not classified as "Student Records":
    a. information provided by a student's parents relating to applications for financial aid or scholarships.
    b. information related to a student compiled by a college officer or employee:
        1. appropriate for such officer or employee's performance of his/her responsibility; and
        2. which remains in the sole possession of the maker thereof; and
        3. is not accessible or revealed to any other person except a substitute. For the purposes of this subdivision, "substitute" shall mean a person who performs on a temporary basis the duties of the individual who made the notes and does not refer to a person who permanently succeeds the maker of the notes in his/her position.
    c. information related to a student created or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional:
        1. acting or assisting in his professional or para-professional capacity; and
        2. the record is created, maintained or used in connection with the provision of treatment to the student; and
        3. the record is not available to anyone other than persons providing such treatment provided, however, that such a record may be personally reviewed by a physician or other appropriate professional of the student's choice.
    d. information maintained by a college law enforcement unit:
        1. necessary and appropriate to enable such law enforcement unit to carry out its duties and responsibilities as required by law or as may be assigned by the district;
        2. unit personnel do not have access to other student records; and
        3. such information is kept apart from other student records; and
        4. maintained solely for law enforcement purposes; and
        5. is available only to other law enforcement officials of the same jurisdiction.
    e. any data or records not identified in part 2 is not to be considered a student record.

B. **Access to Student Records**

1. Students, as defined in this policy, have the right to review and receive copies of all student records relating to the student as maintained by the colleges. Expressly exempted from the right of inspection:
    a. financial records of the parents of the students;
    b. confidential letters and statements of recommendation that were placed in the education record prior to January 1.1975. After January 1, 1975, confidential recommendations and other materials regarding admission to special departmental programs or honorary recognition for students may be acquired and remain confidential if the student has signed a waiver of his/her right to review and inspect such documents. In the event a student does not sign a waiver, such student must be given access to these records;
    c. records of instructional, supervisory, counseling and administrative personnel which are in their sole possession and are not accessible or revealed to any other person except a substitute;

d. records of employees at the college, who are not in attendance at the college, made and maintained in the normal course of college business; and

e. records of students made and maintained by the college Health Office that are used in the treatment of students.

2. Procedures shall be developed by each college to provide for access to student records that will include:

a. a written request from the individual student;

b. access to student records not to exceed ten working days;

c. a review and inspection process that will be under the direct supervision of a designated employee

d. the option to obtain copies of their student records at a designated fee for each page copied.

3. If any material or document in the education record of a student includes information on more than one student, the student shall have the right to inspect and review only such part of the material or document as relates to him/her or to be informed of the specific information contained in such part of the material or document.

C. **Release of Student Records**

1. Release of or access to individual student records is not authorized without specific written consent of the individual student or under judicial order, except that access may be permitted to the following

a. officials and employees of the college, provided that any such person has a legitimate educational interest to inspect a record.

b. authorized representatives of the Comptroller General of the United States, the Secretary of Health, Education, and Welfare, an administrative head of an education agency, state education officials, or their respective designees, or the United States Office of Civil Rights, where such information is necessary to audit or evaluate a state or federally supported education program, or pursuant to a federal or state law, provided that except when collection of personally identifiable information is specifically authorized by federal law, any data collected by such officials shall be protected in a manner which will not permit the personal identification of students or their parents by other than those officials, and such personally identifiable data shall be destroyed when no longer needed for such audit, evaluation, and enforcement of federal legal requirements.

c. other state and local officials or authorities to the extent that information is specifically required to be reported pursuant to state law adopted prior to November 19, 1974.

d. accrediting organizations in order to carry out their accrediting functions.

e. organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction if such studies are conducted in such a manner as will not permit the personal identification of students or their parents by persons other than representatives of such organizations and such information will be destroyed when no longer needed for the purpose for which it is conducted.

f. appropriate persons in connection with an emergency if the knowledge of such information is necessary to protect the health or safety of a student or other persons, or safety of a student or other persons, or subject to such regulations as may be issued by the Secretary of Health,

Education and Welfare.

2. The agencies and individuals listed above are expressly forbidden from permitting access of said educational records to third parties.
3. Where the colleges receive a judicial order to review and/or release a student record, the student involved will receive notification of this action by the colleges as soon as possible.
4. No person, persons, agency or organization permitted access to student records pursuant to this policy shall permit access to any information obtained from such records by any other person, persons, agency or organization without the written consent of the student; however, this paragraph shall not be construed as to require prior student consent when information obtained pursuant to this section is shared with other persons within the educational institution, agency or organization obtaining access as long as such person(s) have a legitimate educational interest in the information.

D. **Record of Access**

1. A log or record shall be maintained of each person, agency, or organization requesting or receiving information from individual student records. Such listing need not include college officials, instructors, or counselors.
2. The log or record shall be open to inspection only by the student and the college official or his/her designee responsible for the maintenance of student records, and to other school officials with legitimate educational interests in the records, and to the Comptroller General of the United States, the Secretary of Health, Education and Welfare, and administrative head of an education agency as defined in Public Law 93.380, and state educational authorities as a means of auditing the operation of the system.
3. Personal information may be transferred to a third party only on the condition that such party will not permit access by any other party without the written consent of the student. (As an example, information released to agencies for auditing purposes or for improving instruction.) The following statement will accompany student records released under these circumstances:

   "All student education records will be destroyed when they are no longer needed for implementation of the study. Student education records may not be released without the written consent of the student."

E. **Challenge of Student Records**

1. See Administrative Procedure 5045 titled Student Records: Challenging Content and Access Log

F. **Annual Notice to Students**

1. Students of the *San Bernardino Community College* District shall be notified annually of their rights under this procedure.
2. Standard college publications may be used to satisfy this annual notice to students.

G. **Destruction of Records**
Nothing in this policy shall prevent the destruction of records per established District procedure. (See BP/AP 3310 titled Records Retention and Destruction)

References:

Education Code Sections 71091 and 76200 et seq.;
Title 5 Sections 54600 et seq.,;

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BP 5040 Student Records, Directory Information, and Privacy

(Replaces current SBCCD BP 5040 and BP 5045)

The Chancellor shall assure that student records are maintained in compliance with applicable federal and state laws relating to the privacy of student records.

The Chancellor may direct the implementation of appropriate safeguards to assure that student records cannot be accessed or modified by any person not authorized to do so.

Any currently enrolled or former student of the District has a right to review any and all student records relating to him*/ or* her maintained by the District.

No District representative shall release the contents of a student record including directory information to any member of the public without the prior written consent of the student, other than information as defined in this policy and information sought pursuant to a court order or lawfully issued subpoena, or as otherwise authorized by applicable federal and state laws.

Students shall be notified of their rights with respect to student records, including the definition of directory information contained here, and that they may limit the information.

Directory information as required by law is included in the College Catalog which is updated and posted to the college website annually.

References:

Education Code Sections 76200*,* et seq.;
Title 5*,* Sections 54600*,* et seq.
20 U.S. Code Section 1232g(j);
ACCJC Accreditation Standard II.C.8

Attachments

BP 5040 Student Records, Directory Information, and Privacy - Comments
BP 5040 Student Records, Directory Information, and Privacy - Legal Citations
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AP 5150 Extended Opportunity Programs and Services

(Replaces current SBCCD AP 5150)

~~***NOTE:** This procedure is **legally required**. Local practice may be inserted. Insert local administrative procedures here and/or reference the EOPS Plan. At a minimum, the procedures, plan, or description of the program and services must address:*~~

The colleges within the District shall provide services through the Extended Opportunity Programs and Services (EOPS) as described in the college EOPS plan, pursuant to Title 5 Section 56270. The college EOPS plan will be updated at intervals required by applicable laws and regulations and shall include the following:

- *Staffing and program management*
- *Documentation and data collection system*
- *An EOPS advisory committee*
- *A full time director*
- *Eligibility criteria*
- *Student responsibility requirements*
- *Recruitment and outreach services*
- *Cognitive and non-cognitive assessment, advising, orientation services and registration assistance*
- *Basic skills instruction, seminars, and tutorial assistance*
- *Counseling and retention services*
- *Career employment services*
- *Transfer services*
- *Direct aid.*
- *Establishment of objectives to achieve the goals in implementing extended opportunity programs and services.*
- *Review and evaluation of the programs and services and submission of related reports.*

- ~~**From current SBCCD AP 5150 titled Extended Opportunity Programs and Services (EOPS)/CARE**~~

~~Title 5 Regulations for EOPS/CARE are the District's adopted regulations.~~

References:

Education Code Sections 69640-69656;
Title 5 Sections 56200 et seq.

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References:	

BP 5150 Extended Opportunity Programs and Services

(Replaces current SBCCD BP 5150)

NOTE: *The language in red ink is .*

- **From current SBCCD BP 5150 titled Extended Opportunity Programs and Services**

~~**Support services and programs that are in addition to the traditional student services programs shall be provided in order to assist students who have language, social, and economic disadvantages to succeed academically in the District.**~~Support services and programs that are in addition to the traditional student services programs shall be provided in order to assist students who have language, social, and economic disadvantages to succeed academically in the District.

~~**The Extended Opportunity Programs and Services (EOPS) is established to provide services that may include, but are not limited to, outreach, recruitment, orientation, assessment, tutorial services, counseling and advising, and financial aid.**~~The Extended Opportunity Programs and Services (EOPS) is established to provide services that may include, but are not limited to, outreach, recruitment, orientation, assessment, tutorial services, counseling and advising, and financial aid.

~~***NOTE:*** *The following paragraphs are shown as struck as they contain prescriptive details more appropriate for inclusion in administrative procedures.*~~

~~*The Extended Opportunity Programs and Services (EOPS) was established by the Legislature in 1969 through SB 164 (Alquist.) The intent of the program is to provide services to students affected by language, social and economic handicaps to achieve their educational objective and goals; including, but not limited to, obtaining job skills, occupational certificates, or associate degrees, and transferring to four year institutions.*~~

~~*EOPS provides financial and academic support to community college students whose educational and socioeconomic backgrounds might prevent them from successfully attending college. Services are specifically designed for at-risk students and their special needs. Counseling contacts are mandatory and a Student Educational Plan (SEP) is developed for each student to assist the student in achieving their educational goals.*~~

~~*To qualify for the EOPS Program, a student must meet the following criteria:*~~

- ~~*Be a resident of California*~~
- ~~*Be enrolled full time, 12 units; DSPS students must have a letter from the DSPS Program stating the number of units the DSPS student can be enrolled in*~~

- ~~*Have fewer than 70 degree applicable college units*~~
- ~~*Be eligible for the Board of Governor's Fee Waiver A or B*~~
- ~~*Be educationally disadvantaged as determined by one or more of the following Title 5 – EOPS Implementing Guidelines :*~~
  - ~~*Not qualified for enrollment into either the minimum college level English or minimum college level mathematics courses*~~
  - ~~*Not have graduated from High School or obtained the GED*~~
  - ~~*Graduated from High School with a grade point average below 2.5 on a 4.0 scale*~~
  - ~~*Previously enrolled in remedial education coursework in high school or college*~~
  - ~~*Student is a first generation college student*~~
  - ~~*Parent's first language is not English*~~
  - ~~*Student is an emancipated foster youth*~~

~~*EOPS provides services that are specifically designed to supplement the college's offered programs in an over and above manner to help EOPS students complete their educational goals. The services available to eligible students may include but are not limited to: EOPS/CARE outreach and recruitment, EOPS/CARE orientation, priority registration, specialized counseling (for assistance with educational planning and career assessment), academic progress monitoring, basic skills instruction, tutoring, transfer assistance, career guidance, fee waivers to the UC/CSU system, child care referrals, book services, and academic excellence grants.*~~

The Chancellor shall assure that the EOPS program conforms to all requirements established by the relevant laws and regulations.

References:

Education Code **Sections** 69640 – 69656;
Title 5 Sections 56200 et seq.

Attachments

BP 5150 Extended Opportunity Programs and Services - Comments
BP 5150 Extended Opportunity Programs and Services - Legal Citations
BP5150 -OLD.pdf

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	Business & Fiscal Services
Policy Area:	*Chapter 6 General Institution*
References:	*Legally Required*

AP 6700 Civic Center and Other Facilities Use

(Replaces current SBCCD AP 6700)

General Provisions

District facilities identified as Civic Centers or as designated public forums are available for community use when such use does not conflict with District programs and operations. Facility use shall be limited to places and time identified by the ~~*[designate administrator's position]*~~Chancellor or President, or their designee, but shall be sufficiently frequent, and available on specific dates and times, so as to allow meaningful use by outside groups. Except as provided in these procedures, or as authorized by law, no organizations shall be denied the use of District facilities because of the content of the speech to be undertaken during the use.

The ~~*[designate position]*~~Vice President of Administrative Services is responsible for the coordination and implementation of these procedures. The ~~*[designate position]*~~Office of Administrative Services shall determine all applicable fees to be charged.

Outside the designated public forum areas, the following shall apply:

- All user groups shall be required to provide the District with a hold harmless and indemnification agreement acknowledging that they will be financially responsible for any losses, damages, or injuries incurred by any person as a result of their use of the facilities.
- All user groups shall also be required to provide a certificate of insurance with limits acceptable to the District and/or other proof of financial responsibility acceptable to the District.

Civic Centers

Eligible persons or groups may use District buildings or grounds designated as the Civic Center for public, literary, scientific, recreational, or educational meetings, or for discussion of matters of general or public interest, subject to this procedure.

The groups identified in Education Code Section 82542(a) will be permitted, "when an alternative location is not available," as described in the statute, to use District facilities upon payment only of the following:

- the cost of opening and closing the facilities, if no District employees would otherwise be available ~~be~~ to perform that function as a part of their normal duties;
- the cost of a District employee's presence during the organization's use of the facilities if it is determined that the supervision is needed, and if that employee would not otherwise be present as part of his/her normal duties;

- the cost of custodial services, if the services are necessary and would not have otherwise been performed as part of the custodian's normal duties; and
- the cost of utilities directly attributable to the organization's use of the facilities.

Except as provided herein, other groups shall be charged an amount not to exceed the direct costs of District facilities. Direct costs shall include costs of supplies, utilities, custodial services, services of any other District employees, and salaries paid District employees necessitated by the organization's use of District facilities. Additionally, except for classroom-based programs that operate after school hours and organizations retained by the college or District to provide instruction or instructional activities to students during school hours, direct costs shall also include the costs for maintenance, repair, restoration and refurbishment of college facilities and grounds used by the group.

The following shall be charged fair rental value for the use of District facilities:

- Any church or religious organization for the conduct of religious services, which may be conducted for temporary periods where the church or organization has no suitable meeting place for the conduct of such services.
- Entertainment or meetings where admission fees are charged or contributions are solicited and the net receipts of the admission fees or contributions are not expended for the welfare of the students of the District or for charitable purposes.

The American Red Cross or other public agencies may use District facilities, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare, and the District will cooperate with these agencies in furnishing and maintaining services deemed by the Board of Trustees to be necessary to meet the needs of the community..

~~Note: The following section is legally advised.~~

Rules for Facilities Use

Requests for use of the District's Civic Center ~~must~~should be made at least ~~[specify number of~~10 business days~~, ideally no more than 10~~ (or 20 business days~~] days~~ for requests requiring Board approval) in advance of the first date of use being requested. Requests shall be made to ~~[designate official]~~the Office of Administrative Services on forms provided by the District. Authorization to use the Civic Center shall be based on a reservation system and the priorities for student and other use detailed at the end of this Section.

Note: This request requirement does not apply to groups intending to use available designated public forums for expressive activities. Rules applicable to those areas are described in the procedure for Speech: Time, Place, and Manner.

Permission to use District facilities shall not be granted for a period to exceed one fiscal year. No person or organization may be granted a monopoly on any facility.

~~Note: The following paragraph is optional. The District may include the following provision to prevent overnight use, including demonstrations, so long as the District's purpose is unrelated to the content of any expected speech or other expression.~~

Overnight camping on District facilities, including in the designated public forum areas, is prohibited. No person or organization may use any District facility for living accommodation purposes such as sleeping activities, or making preparations to sleep (including the laying down of bedding for the purpose of sleeping), or storing personal belongings, or making any fire, or using any tents or other structure for sleeping, or doing any digging or earth breaking, or carrying on cooking activities.

All charges for the use of District facilities are payable ~~[insert number] hours~~a minimum of 5 days in advance. Any persons applying for use of District property on behalf of any groups shall be a member of the groups and, unless he/she is an officer of the group, must present written authorization to represent the group. Each person signing an application shall, as a condition of use, agree to be held financially responsible in the case of loss or damage to District property.

The District may require security personnel as a condition of use whenever it is deemed to be in the District's best interests.

No person applying for use of District property shall be issued a key to District facilities. Future facility requests may be denied on grounds including, but not limited to, abuse or misuse of District property and failure to pay promptly for any damage to District property.

No alcoholic beverages, intoxicants, controlled substances, or tobacco in any form shall be brought onto the property of the District. Persons under the influence of alcohol, intoxicants, or controlled substances shall be denied participation in any activity.

No structures, electrical modifications, or mechanical apparatus may be erected or installed on District property without specific written approval by the ~~[designate position]~~Chancellor or President, or their designee.

All decorative materials, including but not limited to draperies, hangings, curtains, and drops shall be made or treated with flame-retardant processes approved by the State Fire Marshall.

~~Note: The following section is legally advised. Public Resources Code Section 42648.3 applies only "upon request by the local agency," but does not specifically require the local agency to so request.~~

~~Recycling: Large Venues and Events~~

~~"Large venue" means a permanent venue facility that annually seats or serves an average of more than 2,000 individuals within the grounds of the District per day of operation of the venue facility.~~

~~"Large event" means an event that charges an admission price or is operated by a local agency and serves an average of more than 2,000 individuals per day of operation of the event.~~

~~A District with a large venue or large event shall, on or before July 1, 2005, and on or before July 1, biennially thereafter, meet with recyclers and with the solid waste enterprise that provides solid waste handling services to the large venue or large event to determine the solid waste reduction, reuse, and recycling programs that are appropriate for the large venue or large event. In determining feasible solid waste reduction, reuse, and recycling programs, the operator may do any of the following:~~

- ~~Develop solid waste reduction, reuse, and recycling rates and a solid waste reduction, reuse, and recycling plan that would achieve those solid waste reduction, reuse, and recycling rates.~~
- ~~Determine a timeline for implementation of the solid waste reduction, reuse, and recycling plan and solid waste reduction, reuse, and recycling rates.~~

~~A.~~ ~~Authorization and Conditions~~

~~1.~~ ~~Designated D*d*istrict facilities are authorized for civic use by the California Education Code. Civic organizations formed for recreational, educational, political, economic, artistic or special interest activities may meet and discuss any subjects and questions which, in their judgment appertain to the education, political, economic, artistic, and special interest activities of the citizens of the communities in which they reside. Such use is subject to the limitations, requirement, and restrictions set forth in this policy and in the Education Code, including a signed statement that the facility will not~~

be used for the commission of any act intended to further any program or movement the purpose of which is to accomplish the overthrow of the government of the United States by force, violence or other unlawful means;

2. No use shall be granted in a manner that constitutes a monopoly for the benefit of any person or organization.

3. Special consideration will be given so that the use of any D*d*istrict facility or grounds shall not interfere with any educational or training purpose.

4. Outside organizations using D*d*istrict facilities must include a statement in their promotions indicating the event is not a district or college-sponsored event.

B. Charges for Use

1. Certain nonprofit organizations, clubs and associations organized for general character building or welfare purposes shall be granted use of designated facilities or grounds without charge, except for direct costs as described in B.2 of this regulation, when an alternative location is not available. Examples of such organizations are student clubs and organizations; fund-raising entertainments or meetings where admission fees charged or contributions solicited are expended for the welfare of the students of the D*d*istrict; parent teachers associations; school-community advisory councils, boys or girls clubs or groups; senior citizen's organizations; other public agencies; organizations, clubs or associations organized for cultural activities and general character building or welfare purposes; disaster relief organizations.

2. Direct Costs

Groups identified in B.1. above shall be charged an amount not to exceed direct costs. The groups identified in Education Code Section 82542(a) will be permitted, "when an alternative location is not available," as described in the statute, to use District facilities upon payment only of the following items listed in the bullets below.

Direct costs are defined as those costs of supplies, utilities, *janitorial* custodial services, services of any other D*d*istrict employees, and salaries paid community college district employees necessitated by the organization's use of the D*d*istrict facilities and/or grounds. Examples of direct costs include:

a. the cost of opening and closing the facilities, if no D*d*istrict employees would otherwise be available to perform that function as part of their normal duties;

b. the cost of a D*d*istrict employee's presence during the organization's use of the facilities if the *governing B*board of Trustees determines that the supervision is needed, and if that employee would not otherwise be present as part of his/ *or* her normal duties.

c. the cost of *janitorial* custodial services, if the services are necessary, and would not have otherwise been performed as part of the *janitor's* custodian's normal duties;

d. the cost of utilities directly attributable to the organization's use of the facilities.

e. the cost of technical support.

3. Fair Rental Value

Groups other than those identified in B.1 above shall be charged the "fair rental value" of D*d*istrict facilities and grounds. Fair rental values are specified in the Schedule of Direct Costs and Fair Rental Values. (*Link to* See the Fee Schedule)

Fair rental value means the direct costs to the D*d*istrict, plus the amortized costs of the D*d*istrict facilities or grounds used for the duration of the activity authorized.

4. Churches/Religious Organizations

Churches and religious organizations may use D*d*istrict facilities or grounds for the conduct of religious services for temporary periods where the church or organization has no suitable meeting place for the conduct of services. The charge for such use shall be an amount at least equal to the fair rental value of the facilities or grounds.

5. Admission Fees

In the case of entertainments or meetings where admission fees are charged or contributions are solicited and the net receipts of the admission fees or contributions are not expended for the welfare of the students of the D*d*istrict or for charitable purposes, a charge shall be made for the use of the D*d*istrict facilities, property, and grounds. The charge shall not be less than the fair rental value for the use of the D*d*istrict facilities, property and grounds.

6. Disaster Relief

The American Red Cross or other disaster relief agency may be granted the use of D*d*istrict facilities, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare, and may cooperate with those agencies in furnishing and maintaining services necessary to meet the needs of the community.

C. Use of Facilities Insurance

Any person, group, or organization granted the use of D*d*istrict property for the purpose of any activities shall furnish a certificate of insurance from a liability insurance carrier to the D*d*istrict for approval prior to using any D*d*istrict property. The certificate shall evidence a minimum coverage of one million dollars ($1,000,000) per occurrence for any liability, injury, or damage to property that may arise out of such use. The certificate must list the San Bernardino Community College District as an additional insured. The certificate must also cover the time period requested for the use of the facility. The Business Services Department may require lower or higher coverage limits based upon the proposed activity to be held on requested facility.

D. Schedule of Direct Costs and Fair Rental Values

Those facilities/grounds listed in the Schedule of Direct Costs and Fair Rental Values are available for civic center use.

Rules for Facilities Use

Requests for use of the District's Civic Center must be made at least 30 days in advance of the first date of use being requested. Requests shall be on forms provided by the District. Permission to use facilities shall be granted by the *[designate positions and approvals]*.

Permission to use District facilities shall not be granted for a period to exceed one fiscal year. No person or organization may be granted a monopoly on any facility.

Overnight camping on District facilities, including in the designated public forum areas, is prohibited. No person

~~or organization may use any District facility for living accommodation purposes such as sleeping activities, or making preparations to sleep (including the laying down of bedding for the purpose of sleeping), or storing personal belongings, or making any fire, or using any tents or other structure for sleeping, or doing any digging or earth breaking, or carrying on cooking activities.~~

~~All charges for the use of District facilities are payable *[insert number]* hours in advance.~~

~~Any persons applying for use of District property on behalf of any groups shall be a member of the groups and, unless he/she is an officer of the group, must present written authorization to represent the group. Each person signing an application shall, as a condition of use, agree to be held financially responsible in the case of loss or damage to District property.~~

~~The District may require security personnel as a condition of use whenever it is deemed to be in the District's best interests.~~

~~No person applying for use of District property shall be issued a key to District facilities.~~

~~Future facility requests may be denied on grounds including, but not limited to, abuse or misuse of District property and failure to pay promptly for any damage to District property.~~

~~No alcoholic beverages, intoxicants, controlled substances, or tobacco in any form shall be brought onto the property of the District. Persons under the influence of alcohol, intoxicants, or controlled substances shall be denied participation in any activity.~~

~~No structures, electrical modifications, or mechanical apparatus may be erected or installed on District property without specific written approval by the [designate position].~~

~~All decorative materials, including but not limited to draperies, hangings, curtains, and drops shall be made or treated with flame-retardant processes approved by the State Fire Marshall.~~

~~Recycling: Large Venues and Events~~

~~"Large venue" means a permanent venue facility that annually seats or serves an average of more than 2,000 individuals within the grounds of the District per day of operation of the venue facility.~~

~~"Large event" means an event that charges an admission price or is operated by a local agency and serves an average of more than 2,000 individuals per day of operation of the event.~~

~~A District with a large venue or large event shall, on or before July 1, 2005, and on or before July 1, biennially thereafter, meet with recyclers and with the solid waste enterprise that provides solid waste handling services to the large venue or large event to determine the solid waste reduction, reuse, and recycling programs that are appropriate for the large venue or large event. In determining feasible solid waste reduction, reuse, and recycling programs, the operator may do any of the following:~~

- ~~Develop solid waste reduction, reuse, and recycling rates and a solid waste reduction, reuse, and recycling plan that would achieve those solid waste reduction, reuse, and recycling rates.~~
- ~~Determine a timeline for implementation of the solid waste reduction, reuse, and recycling plan and solid waste reduction, reuse, and recycling rates.~~

Reserving parking, or requests for suspending parking, for events shall be approved by the President’s Office for each campus.

Priority for the Use of District Facilities

Priority for the use of District Civic Center facilities will be as follows:

1. Student clubs and organizations
2. Fundraising entertainment or meetings where admission fees charged or contributions solicited are expended for the welfare of the students of the District
3. Parent-teachers' associations
4. School-community advisory councils

References:

Education Code Sections 82537and 82542;
Public Resources Code Section 42648.3;
Clark v. Community For Creative Non–Violence (1984) 468 U.S. 288, 104 S.Ct. 3065, 82 L.Ed.2d 221

Attachments

AP 6700 Civic Center and Other Facilities Use - Comments
AP 6700 Civic Center and Other Facilities Use - Legal Citations
AP 6700 Civic Center and Other Facilities Use Rev. 4-4-16.docx

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Policy Area:	*Chapter 6 General Institution*
References:	*Legally Required*

BP 6700 Civic Center and Other Facilities Use

(Replaces current SBCCD BP 6700)

There is a Civic Center at each of the colleges *and Centers*. The Civic Centers are the auditoriums and outdoor sporting fields. Use of the Civic Center shall be granted as provided by law. The Chancellor shall establish procedures regarding the use of *college* District property and facilities, including *but not limited to* property designated by the District as a Civic Center, *facilities, equipment and supplies,* by community groups, *and other* outside contractors, and others.

The administrative procedures shall reflect the requirements of applicable law, including Education Code Section 82537, regarding Civic Centers. The *regulations* procedure shall include reasonable rules regarding the time, place, and manner of use of District facilities. They shall assure that persons or organizations using *college* District property are charged such fees as are authorized by law. Public use of District property shall not interfere with scheduled instructional programs or other activities of the District on behalf of students.

No group or organization may use District property to unlawfully discriminate on the basis of race, color, religion, ancestry, national origin, military or veteran status, disability, gender, gender identity, gender expression, or sexual orientation, or the perception that a person has one or more of the foregoing characteristics, or because a person associates with a person or group with one or more of these actual or perceived characteristics, or on any basis prohibited by law.

Use of the District's Civic Centers will be only for the purposes described by the California Legislature in Education Code Section 82537(a). These purposes include use by associations "formed for recreational, educational, political, economic, artistic, or moral activities of the public school districts" in order to "engage in supervised recreational activities" or "meet and discuss, from time to time, as they may desire, any subjects and questions which in their judgment appertain to the educational, political, economic, artistic, and moral interests of the citizens of the communities in which they reside" (Education Code Section 82537(a)). In granting permission to use the Civic Centers, the District will not discriminate on the basis of viewpoint with regard to organizations engaging in expressive activities on the topics and subject matters articulated above.

References:

Education Code Sections 82537 and 82542
Title 5 Sections 59601 et seq.

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References:	*Legally Required*

AP 7150 Evaluation

(Replaces current SBCCD AP 7251)

Frequency of Evaluation

Each manager will be evaluated once per year for the first two years of employment and every three years thereafter. Evaluations may be held on a more frequent basis as appropriate.

For managers within the first year of evaluation, the supervising manager and manager being evaluated will establish goals and objectives to be accomplished. The supervising manager will be solely responsible for providing an evaluation within the first six months of hire. In the subsequent year, and each year thereafter, the evaluation committee process will be instituted.

Interim Managers will be evaluated during the sixth month of interim appointment, and annually thereafter if the assignment is greater than one semester in length. The supervising manager will be solely responsible for providing the evaluation. A survey will be sent campus/district wide for all interims when appropriate. Evaluations may be held on a more frequent basis as appropriate.

EVALUATION TIMELINE:

No later than October 1 of each calendar year the supervising manager and manager will meet to initiate the evaluation process. This meeting will entail the review of prior goals, if applicable, and the establishment of new goals for the current year.

By November 1 of each year, the committee shall be formed. The committee will convene and provide a written report to the supervising manager no later than December 31 of each calendar year.

The final evaluation report shall be provided to the manager no later than January 31 of each calendar year.

Goals/Objectives

Each manager will meet with his/her supervising manager at the beginning of each academic year to review the goals and objectives set for the prior year and to discuss the extent to which the goals and objectives were met. They will review the job description and, by mutual agreement, revise, update, or set new short- and long-range goals and objectives.

In an effort to ensure that evaluations are completed in a timely manner, the following process will be followed by Human Resources:

1. The supervising manager will receive an email from Human Resources notifying him or her that an evaluation of the manager is due.

2. The person whom the supervising manager reports will also receive the email and will be responsible for ensuring the evaluation is completed and forwarded to Human Resources within the required timeframe.
3. The President of the College and the appropriate Vice President will be copied on the email.

Committee

In the case of campus Directors, Deans, and Vice Presidents, the committee shall include the supervising manager as chairperson, one manager appointed by the President, one faculty member appointed by the Academic Senate, and one classified employee appointed by CSEA.

In the case of the College Presidents, the committee shall include the supervising manager as chairperson, one manager appointed by the Chancellor, two faculty members appointed by the Academic Senate, and one classified employee appointed by CSEA.

In the case of the district-level Directors, Executive Directors, Associate Vice Chancellor(s), Vice Chancellor(s) and Executive Vice Chancellor(s), the committee shall include the supervising manager as chairperson, one manager appointed by the Chancellor, one faculty member appointed by the Academic Senate at San Bernardino Valley College, one faculty member appointed by the Academic Senate at Crafton Hills College, and one classified employee appointed by CSEA.

All supervisors and managers will be evaluated by the supervising manager.

In the event a committee member is unable to participate, an alternate can be appointed if selected prior to the first committee meeting. Once the committee has met, no new members may be added.

At the discretion of the supervising manager, committee meetings may take place using teleconference and/or video conferencing.

Campus/District Survey

As appropriate to the assignment, the supervising manager shall seek written feedback from the campus and/or district community. In obtaining this feedback, the supervising manager shall use an approved evaluation form. Using the approved form, the supervising manager shall seek input from applicable managers, faculty, classified staff and any others who are in a position to know how effectively the manager is performing assigned responsibilities. Responses on the approved form shall be signed, and the supervising manager shall prepare a consolidated summary of the ratings and comments. Original survey documents will be destroyed once the consolidated summary is prepared. A copy of the consolidated summary will be made available to the committee.

Evaluatee

Prior to the evaluation conference, the manager being evaluated will submit, to their supervising manager, a written self-evaluation of his/her performance, which shall be based on the approved job description and previously established, mutually agreed upon goals and objectives. The manager may submit a portfolio of representative work, or any other items he/she considers appropriate.

Evaluation Report

The supervising manager will produce a written evaluation report by January 31. The report shall include:

1. A summary of duties from the job description, which shall serve as a basis for the evaluation.
2. A summary list of the goals and objectives from the prior year that have been mutually agreed upon by the manager and his/her supervising manager.

3. An assessment of the extent to which the manager meets his/her stated goals and objectives.
4. An assessment of the management and leadership strengths of the manager.
5. The identification of any areas in which the manager can improve his/her performance or management skills.
6. A copy of the consolidated summary of the ratings and comments

The written report shall specify one of the following:

1. Commendation for superior performance;
2. Confirmation of satisfactory performance;
3. Recommendation for improvement and/or further evaluation as indicated by unsatisfactory performance.

The evaluation record shall be read and signed by the supervising manager and the manager before being placed in the manager's file. The manager shall receive a copy of the evaluation report, and will have an opportunity to attach a written response within 15 working days. The response may offer clarification, additional information, or a rebuttal, as the person being evaluated may wish.

An official file of evaluation reports shall be maintained in Human Resources. Evaluation reports shall not be retained in the file beyond a four-year period if the manager requests that they be expunged.

There will be only two copies of a completed evaluation. One copy will remain in the possession of the manager being evaluated and the original will become a part of the official file in Human Resources.

Procedures in the Case of Unsatisfactory Performance of Responsibilities

When a manager's performance is judged unsatisfactory, corrective measures will be initiated. The manager shall develop a work plan with measurable goals, objectives and a timetable to correct the areas judged unsatisfactory. This work plan shall be reviewed and approved by the supervising manager (or Board of Trustees, in the case of the Chancellor) who shall be responsible for monitoring and assisting the manager with the corrective measures. If desired, the supervising manager will work with the manager to identify a mentor to provide guidance and advice.

In order to ascertain the extent to which corrective measures have succeeded, the re-evaluation of the manager shall be undertaken as soon as deemed appropriate by the supervising manager, but in no case later than six months after the initial findings of the supervising manager. The re-evaluation process shall include the submission of new goals and objectives to the supervising manager, the formation of a new evaluation committee, the collection of new survey data, and the preparation of an updated evaluation report that assesses the progress (or lack of progress) made since the last evaluation.

Nonrenewal of Contract, Dismissal, or Penalty of Limited Duration

In the case of unsatisfactory progress following re-evaluation, managers shall be notified of contract non-renewal, dismissal, or penalty of limited duration by action of the Board of Trustees in accordance with the Education Code.

Non-Management Employees

Refer to the collective bargaining agreements regarding evaluation processes for applicable collective bargaining groups.

The criteria for confidential employee evaluations shall be based on board policy, the job descriptions, and performance goals and objectives developed mutually by the manager and the supervisor.

Additional documents related to evaluation can be reviewed on the Human Resources web-page.

Also see BP/AP 2435 titled Evaluation of the Chancellor

Reference:

Accreditation Standard III.A.5 (formerly III.A.1.b)

Attachments

No Attachments

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References:	*Legally Required*

BP 7150 Evaluation

(Replaces current SBCCD BP 7251)

All employees will periodically undergo a performance evaluation, at prescribed intervals. The Chancellor shall assure periodic and systematic evaluations of faculty, managers, confidential employees, and classified members.

The criteria for management and confidential employee evaluations shall be based on board policy, the job descriptions, and performance goals and objectives developed mutually by the manager and the supervisor.

Refer to the collective bargaining agreements regarding evaluation processes for applicable collective bargaining groups.

Reference:

WASC/ACCJC Accreditation Standard III.A.1.b

Attachments

BP 7150 Evaluation- Comments
BP 7150 Evaluation- Legal Citations

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AP 7210 Academic Employees

(Replaces current SBCCD) AP 7210}

- ***From current SBCCD AP 7240 titled Academic Employees, Non-Management***

HIRING OF FULL-TIME FACULTY

The San Bernardino Community College -District seeks a qualified and diverse administration, faculty, and staff dedicated to student success. The District is committed to an open and inclusive hiring process that supports the goals of equal opportunity and diversity, providing equal consideration and opportunities for all qualified candidates. The goal of every hiring process is to select the qualified candidate who best meets the needs of our students.

The faculty, staff, and administration recognize the importance of an effective hiring process that reflects mutual professional responsibility and interest in achieving the common goal of hiring outstanding faculty that will enhance the learning experience for all students and fulfill the mission and goals of the College and the District.

Hiring faculty, classified staff, and administrators is accomplished through selection committees, which produce a recommendation of a final candidate from the President, or other appropriate administrator, to the Chancellor to recommend to the Board for employment.

HIRING QUALIFICATIONS

Minimum Qualifications

The San Bernardino Community College District has established the following hiring qualifications for all faculty positions:

1. *Demonstrated sensitivity to, understanding of and respect for the diverse academic, socioeconomic, cultural, religious, sexual orientation, disability, and ethnic backgrounds of community college students.*
2. *The Minimum Qualifications adopted by the Board of Governors for California Community Colleges or possession of a valid and appropriate California Community College Credential as provided in Education Code 87355.*
3. *All applicants will be provided the opportunity to have equivalent qualifications reviewed and considered for meeting minimum qualifications.*

Application Procedure

1. *The Human Resources Office will determine which applicants meet minimum qualifications as set forth in the job announcement based on information provided on the official application for employment and verified by copies of transcripts provided by the applicant. Applicants not having minimum qualifications but requesting consideration of equivalent qualifications will be separated from those determined to meet minimum qualifications. If there is any discrepancy between the established minimum qualifications and the qualifications presented by an applicant as meeting minimum qualifications, that applicant's file will be grouped with the applications requesting consideration of equivalent qualifications. Applicant groups for equivalency review will have their qualifications evaluated by the Equivalency Committee, in accordance with the Equivalency Policy and Procedures.*
2. *The files of all applicants who meet minimum qualifications or who have had equivalent qualifications determined by the Equivalency Committee will be reviewed by the selection committee. The selection committee will not review the file of any applicant who does not meet minimum qualifications or who has not been determined as possessing equivalent qualifications by the Equivalency Committee. Should the selection committee have any concern about the pool or process, the selection committee chair may confer with the Vice Chancellor of Human Resources & Employee Relations regarding these concerns.*
3. *For disciplines for which the master's degree is not generally expected or available (as designated in Minimum Qualifications for Faculty & Administrators in California Community Colleges, adopted by the Board of Governors), a "year of professional experience" shall be considered the period of time which the District accepts as a regular work year on a full-time basis. One year of professional experience must have been completed within the three years prior to the closing date for applications for the position. The minimum qualifications listed on the job announcement should identify the specific types of professional experience required for the position.*
4. *For disciplines for which the master's degree is not generally expected or available (as designated in Minimum Qualifications for Faculty & Administrators in California Community Colleges, adopted by the Board of Governors), the appropriate, valid certification or license to practice shall be stipulated based on the instructional responsibilities of the position. If no certificate or license is appropriate to the position, no certificate or license will be listed as a minimum qualification.*

Desirable Qualifications:

1. *Job announcements may include a set of "desirable qualifications," separate from the minimum qualifications. These desirable characteristics that support the responsibilities of the position.*
2. *The combination of the minimum qualifications and the job-related desirable qualifications will be used as the basis for decision-making throughout the selection, interview, and recommendation of applicants.*

Establishing Minimum and Desirable Qualifications *(See AP 7211 titled Faculty Service Areas, Minimum Qualifications, and Equivalencies)*

1. *The minimum and desirable qualifications will be identified by discipline faculty in consultation with the Division/Department Dean or other appropriate administrator and included in an initial draft. When no full-time faculty member currently teaches the discipline, at least two full-time faculty in a reasonably related discipline will draft the desirable qualifications in consultation with the Division/Department Dean or appropriate administrator.*
2. *The Vice Chancellor of Human Resources and Employee Relations or her/his designee will monitor the*

minimum and desirable qualifications for adverse impact on groups that have been historically under-represented. If the Vice Chancellor of Human Resources and Employee Relations or designee believes the qualifications appear to be too restrictive, he/she will meet with the discipline faculty and the Division/ Department Dean or appropriate administrator to review the qualifications.If discriminatory intent or effect is identified, the Vice Chancellor of Human Resources and Employee Relations shall confer with the appropriate Vice President and the Academic Senate President to determine necessary remedies.

PROCEDURES

The goal of every hiring process is to select the qualified candidate who best meets the needs of our diverse student population.

Establishing the Position

Any request to fill new or vacant positions must be processed through the appropriate Manager and the Human Resources Office, and must receive approval by the Chancellor before any position announcement is made.

1. *Faculty positions are identified by a process established by each College and Fiscal Services.*
2. *Chancellor approves faculty positions from those requested by the Colleges.*
3. *Human Resources receives the Staffing Requisition approved by the Chancellor and begins the search process.*

Position Announcement

1. *The Announcement of a Position will be drafted by the faculty of the discipline and the Division/ Department Dean or appropriate administrator who established the minimum and desirable qualifications for the position (See "Establishing Minimum and Desirable Qualifications") in consultation with the Vice Chancellor of Human Resources and Employee Relations or designee and the appropriate Vice President.*

   Job announcements shall clearly state job specifications setting forth the minimum and desired qualifications for the position. Job announcements including any "desired" qualifications beyond the minimums shall be reviewed by Human Resources before the position is announced to ensure conformity with the guidelines of the Board of Governors for the California Community Colleges, the requirements of Title 5 and State and Federal non-discrimination laws.
2. *Position announcements will include the following sections:*

   Position Title

   Application Deadline

   ***Introduction**: A brief description of the position and the relationship of the position to college offerings and activities.*

   ***Minimum Qualifications:**—A statement including the established minimum qualifications, the appropriate valid credential(s), the provision for equivalencies, and reference to "demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, ethnic background of*

community college students." (See Minimum Qualifications for Faculty and Administrators in California Community Colleges.)

Desirable Qualifications: *Those job related qualifications that are desirable but not essential to perform the job.*

Duties of the Position: *A list of typical duties including the following:*

- *A brief description of the primary responsibilities (e.g. Faculty will teach to the outline of record for the specific assignment and maintain a current syllabus).*
- *A description of any co-curricular responsibilities (e.g. coaching, directing).*
- *Reference to scheduling considerations (e.g. assignment to evening duties).*
- *Leadership responsibilities related to the academic and/or co-curricular assignment (e.g.advisory committee, standing committees, curriculum development).*
- *A description of institutional service responsibilities (e.g. five hours of institutional service, five office hours).*
- *A description of any other duties unique to the position.*
- *Closing date and address for submission of application materials.*

Salary and Benefits: *A statement of the salary range and a brief narrative description of fringe benefits in effect at the time of the announcement.*

Application Process: *Instructions regarding the completion of the application process and a statement that incomplete applications will not be considered by the selection committee.*

The application process will include the following:

- *An official district application form including a separate form for requests for equivalency along with a brief narrative description of the equivalency criteria appropriate to the minimum qualifications for the position Applicants will be instructed to provide a narrative description of their equivalent experience along with transcripts and other documentation to support their request for equivalency.*
- *A Letter of Application (A cover letter indicating explicitly how each of the minimum qualifications are met.)*
- *Official or unofficial transcripts for all college course work, including those generated from the Internet, to establish an applicant's file (An official transcript will be required before any offer of employment for the applied-for position).*
- *A curriculum vitae or resume.*
- *When appropriate, verification of credentials (community college instructor credential, vocational credential, and/or license).*
- *When appropriate, verification of "professional experience" as articulated in the minimum and desirable qualifications.*

  When appropriate, additional support materials may be requested. Such materials may include letters of recommendation, work samples (e.g. videotapes, portfolios, written materials) and other materials directly related to the criteria established in the minimum and desirable qualifications.

Selection Process: *A brief description of the selection process including:*

- *The review by a selection committee to select candidates for interviews*
- *An interview of candidates by the selection committee of faculty, administration, academic senate representatives and other appropriate district personnel*
- *An interview of finalists by the President or designee*
- *Final recommendation to the Board of Trustees by the Chancellor of the District*
- *A description of any other selection activities that are anticipated at the time of the announcement (e.g. a sample teaching demonstration, role playing, sample assignments, a questionnaire)*
- *Notice to All Candidates:*
  - *The requirements of the Immigration Reform and Control Act of 1987*
  - *Initial assignment information*
  - *Reasonable accommodation notice:*
  - *If accommodations are needed for the application process in compliance with the Americans with Disabilities Act, please inform the Human Resources Office.The application/interview process may involve speaking, reading, writing, and answering questions or other test taking procedures.If you believe you may need reasonable accommodation to perform any of these tasks, need to inquire as to the specific nature of the tasks, or to assure physical access to the interview site, please contact the Office of Human Resources at (909) 382-4040 and ask for the individual responsible for the scheduling and monitoring of employment interviews.*

Statement of Equal Employment Opportunity including reference to "encouraging applications from underrepresented minorities and the disabled."

3. *The Vice Chancellor of Human Resources & Employee Relations or designee will review the draft of the job announcement for the potential for adverse impact pursuant to provisions in #2 of "Establishing Minimum and Desirable Qualifications."*
4. *The final draft of the job announcement will be reviewed by the discipline faculty and the Division Dean or appropriate administrator, and then returned to the Office of Human Resources.*
5. *Upon the approval of the final draft of the announcement, the Division/Department Dean or appropriate administrator for the position will set a tentative timetable for the hiring process (e.g. Selection committee orientation/training, application review) in consultation with the discipline faculty, the Vice Chancellor of Human Resources & Employee Relations or designee and the appropriate Vice President.*

Applications

Human Resources accepts applications and supplemental materials until 4:30 pm on the closing date.

Human Resources will review the composition of the applicant pool to ensure that any failure to obtain projected representation for any monitored group is not due to discriminatory recruitment procedures. If necessary to establish an adequate and representative pool, the application closing date shall be extended and additional recruitment shall be conducted. (A "monitored group" means those groups identified by state and federal regulations for which monitoring and reporting are required. According to the provisions of Title 5 53004 (B), each applicant shall be afforded the opportunity to identify his or her gender, ethnic group

identification, and if applicable, his or her disability.) After the pool is approved, all complete applications will be forwarded to the Selection Committee for consideration.

Recruitment and Advertising

Faculty positions are advertised for a minimum of thirty (30) days.

Any ads placed in publications will contain the statement "An Equal Opportunity Employer."

New faculty will be recruited by means of wide dissemination of job announcements, with special efforts to contact referral sources for underrepresented minorities, persons with disabilities, and women. This dissemination will be the responsibility of the Office of Human Resources.

A complete record will be maintained of all efforts to disseminate information and the response regarding the job opportunity. The record to be kept by the Office of Human Resources includes: (1) recruitment sources, (2) number of applicants for a specific position, and (3) gender, race, and disability status of applicants.

Notification of position openings will be mailed to colleges, universities, and organizations committed to providing equal employment opportunities to a wide range of applicants. In addition, positions are advertised locally and in professional journals and related publications when appropriate, and the State Chancellor's Office Job Registry and on the internet as recommended by the appropriate Division/Department Dean or a Vice President.

SELECTION COMMITTEE

Membership

Selection committees for faculty positions will be established and convened by the Division/Department Dean or other appropriate administrator or his/her designee.

- *The Division/Department Dean or appropriate administrator for the position will consult with the faculty in the discipline covered by the job announcement to formulate a preliminary list of candidates to serve as selection committee members. If no full-time faculty currently teaches in the discipline, the Division/ Department Dean or appropriate administrator will consult with at least two full-time faculty in reasonably related disciplines.*
- *The President of the Academic Senate, after consultation with faculty in the discipline of the position and with the appropriate Division Dean, will appoint the faculty to serve on the selection committee.*

  Membership on all selection committees is confidential.
- *An Equal Opportunity Representative from outside of the department/program shall be appointed to the Committee by the Vice Chancellor of Human Resources and Employee Relations or his/her designee.The Equal Opportunity Representative is a non-voting member.*
- *The Committee should also include representation from those employees or employee groups who are served by or otherwise interact with the position. If a classified employee is selected to serve on the committee, the President of CSEA will provide the names of individuals nominated to serve as the representative from the Senate. The hiring supervisor will select appropriate committee member(s) from those nominees.*
- *The Search Committee should normally have no fewer than five (5) and no more than nine (9) members.*
- *A majority of the membership of the selection committee shall be faculty.*
- *Every Selection Committee will include the Division/Department Dean or appropriate administrator or their*

designee

- *The chair of the Committee will be chosen by a majority vote of the committee.*
- *When possible, every effort will be made, within the limits allowed by federal and state law, to ensure selection/screening committees include a diverse membership, which will bring a variety of perspectives to the assessment of application qualifications. Selection/screening committees will be encouraged to include members from monitored groups.*
- *The supervising administrator on the Committee will provide clerical/technical support and coordination*

If unusual circumstances prevent the formation of a Selection Committee as described herein, the Division/ Department Dean or appropriate administrator for the position will consult with the Vice Chancellor of Human Resources and Employee Relations or designee to determine a reasonable representation. However, the final composition of the Selection committee shall remain confidential.

The Selection committee membership list will be forwarded to the Vice Chancellor of Human Resources and Employee Relations or designee for review. If the Vice Chancellor of Human Resources and Employee Relations or designee has concerns about the membership list relative to the representation requirements set forth in this regulation, that officer will recommend changes to the Division/Department Dean or appropriate administrator. It will be the responsibility of the Division/Department Dean or appropriate administrator to communicate the resolution of any concerns to the individual(s) in question. The Human Resources Generalist will be copied on all membership lists.

Training

All faculty, staff, and administrators involved in hiring faculty must receive training on diversity and the employment process for each Committee on which they serve. Such training will be provided by the Office of Human Resources at the first meeting of the Committee. It is the responsibility of the Chair to insure that each Committee member receives the required training that includes:

- *Discussion of District commitment to equal opportunity, diversity, and student success*
- *The search and selection process*
- *Role of the Selection Committee*
- *Development of selection criteria*
- *Writing effective interview questions*
- *Role of the Equal Opportunity Representative*
- *Confidentiality*

Responsibilities of the Selection Committee

Members of the Search Committee have the following responsibilities:

1. *Participate fully in all selection committee meetings.*
2. *Disclose personal relationships with or knowledge of or potential conflict of interest regarding any applicant.*

   The relative or spouse or registered domestic partner of an applicant will not serve on a selection committee for which a relative/spouse/registered domestic partner is a candidate. For the purpose of this regulation, a relative is the mother, father, grandfather, grandmother, grandchild, son, daughter, son-in-law, daughter-in-law, brother, brother-in-law, sister, sister-in-law, niece, or nephew of the committee member. It is the responsibility of the committee member to notify the committee if it is not immediately clear that a candidate is a relative.

3. *Review the Administrative Regulations for hiring full-time faculty*
4. *Review the position announcement.*
5. *Identify selection criteria based on the minimum and desired qualifications for the position. Selection criteria will include an evaluation of the extent to which applicants explicitly demonstrate sensitivity to and understanding of, the diverse academic, socioeconomic, cultural, disability, religious, sexual orientation, and ethnic backgrounds of community college students.*
6. *Develop job related interview questions designed to distinguish candidates who will best meet the needs of the students, the department/division, the College, and the District as well as criteria by which to evaluate applicant responses. Interview questions will be forwarded from the chair of the committee to the Equal Opportunity Representative. In the interest of confidentiality, interview questions will not be forwarded to all committee members via e-mail. All interview questions will be returned to the Office of Human Resources.*

   All questions will be reviewed and approved by the Vice Chancellor of Human Resources and Employee Relations or designee. Interview questions are confidential and will not be shared outside of the committee.
7. *Determine whether to require candidates to perform a skills test or make a presentation in addition to responding to interview questions. When appropriate, such demonstrations should reflect the candidate's ability to work effectively in a diverse community college environment. Criteria for evaluating and weighting work examples, such as writing samples, role play, or teaching demonstrations, will be established by the selection committee prior to interviewing the candidates.*
8. *Screen all applications to select candidates for interview. Establish an interview schedule that accommodates all committee members' schedules including the Equal Opportunity Representative.*
9. *Interview all selected candidates using only the questions previously agreed upon by the committee members. Follow-up questions may be used if they are based directly on a candidate's response to a question, if they are not leading, if they do not seek information outside of the scope of the established hiring criteria, if they do not impinge on the candidate's interview time, and if they are not in violation of equal opportunity guidelines. Refer to Appendix D-II for guidelines on follow-up questions.*
10. *Recommend no more than three candidates for selection to the College President or his/her designee. (In the event that the Selection Committee is recommending candidates for more than one position in a particular discipline, the committee will recommend no more than three names for each position to the College President or his/her designee.)*
11. *Fill out evaluation forms on all interviewees.*
12. *Maintain confidentiality of the interviews as well as evaluative comments made during the selection process. Such information may be shared only with members of the Search Committee and the College President or his/her designee. Confidentiality must be maintained permanently. Each member of the committee will receive and agree to abide by the statement of guiding principles as noted in Appendix A.*

    If a committee member is found to have violated confidentiality or engaged in any misconduct, that committee member may be prevented from serving on future selection committees.Depending on the level and seriousness of the misconduct, the committee member may also be subject to disciplinary action.

Selection & Application Screening Criteria

Selection criteria and interview questions must be approved by the Equal Opportunity Representative before the Selection Committee can access the applications. Selection criteria must be job related and are developed from the position description and the qualifications and requirements listed in the position announcement. Selection criteria help members to review each application objectively. The selection criteria must be listed on an appropriate selection form that must be used by each member of the Committee. Each Committee member must participate-in the selection process.

After all applications have been reviewed by all committee members, the Selection Committee will determine which applicants shall be invited for an interview based on the established criteria.

The Committee selects applicants to interview who will best meet the needs of the students, the division, and the College. The committees will consider the special needs of the division/department/program and the student population to be served in the selection of candidates.

The Committee will determine the number of candidates they wish to interview based on the pool of applicants and the apparent strengths and weaknesses of the candidates. Ideally, no fewer than (3) three candidates will be invited for interview. Each committee member will name by number the candidate or candidates he or she chooses. If more candidates are selected than the number determined for interview, the committee would discuss until consensus is reached on the highest three.

The Equal Opportunity Representative reviews the pool selected for interview to ensure that no selection or selection criteria has adversely affected any monitored group. The Equal Opportunity Representative may recommend that additional candidates be interviewed or that further recruitment be initiated before proceeding.

Applications of those candidates who are not to be interviewed shall be filed in the Office of Human Resources.

Interviews

Interviews are scheduled by the Human Resources Generalist—Each candidate must be provided the same interview information and offered a choice of interview times whenever possible.

Each member of the Search Committee must be present for all interviews. If a member misses an interview, that committee member is removed from the Search Committee.

Each member of the Committee documents the interview in a format agreed upon by the Committee.

The Selection Committee will interview all candidates using the list of questions formulated by the Committee. Appropriate job related "follow-up" questions that focus on the intent of the question or appropriate information in the initial response may be included in the interview so long as (1) they are based directly on the candidate's response to a question, (2) do not seek information outside of the scope of the established hiring criteria, (3) are not in violation of Equal Employment Opportunity guidelines and {A) do not exceed or truncate the-time allotted for the interview. See Appendix D II for guidelines on follow-up questions.

Each candidate will be asked the same questions, in the same way, for a fair and consistent basis in decision-making.

After interviews are completed, members of the selection committee discuss and evaluate the qualifications of the candidates including how candidates will meet the needs of a diverse student population. Consensus will be achieved in the same way as during the individual assessment.

No discussion will occur until all candidates have been interviewed. If consensus is not possible, the Chair may request a vote or a prioritization by each selection committee member. Each selection committee member will have equal voting privileges. The committee chair will be responsible for documentation if less than three candidates are forwarded to the next level.

The Search Committee recommends no more than three (3) candidates, unranked, to the College President or his/her designee for second-level interview. Selection of the successful candidate will not be made by the committee.

The Equal Opportunity Representative reviews the selected candidate(s) to determine whether any selection criteria or procedures used in the interview phase has had an adverse impact on any monitored group. If the Equal Opportunity Representative believes that adverse impact exists, he/she shall consult with the committee Chair, and the Vice Chancellor of Human Resources and Employee Relations or his/her designee to determine whether additional steps should be taken to ensure equal employment opportunity.

If, after the interviews, in consultation with the Vice Chancellor of Human Resources and Employee Relations or designee, the Search Committee is not satisfied with the interviewed candidates, the Committee may:

- *Review the applicant pool to ensure that qualified applicants have not been overlooked;*
- *On those positions that are opened until filled, request to have any additional complete applications that have been submitted since the first review date forwarded for selection;*
- *Request that Human Resources contact applicants with incomplete applications to request the missing application materials; or-*
- *Extend or re-open the search.*

Immediately following the interviews, the Committee Chair returns all the selection and interview forms and all other non-finalist application materials to Human Resources.

Selection

The Committee Chair shall review with the College President or his or her designee the Committee's recommendation of candidates using a summary signed by each Committee member.

Second-Level Interview Procedures

Second level interviews will be conducted on all finalists by the College President or his/her designee with the academic senate president or his/her designee acting in an advisory capacity. In the case of the District office, second level interviews will be conducted by the appropriate administrator.

Following second level interviews, the College President or appropriate administrator may elect one of the following

1. *Select one of the finalists.*
2. *Review the applicant pool to ensure that qualified applicants have not been overlooked;*
3. *Extend or reopen the search.*

Reference Checking

Reference checks are made by the Office of Human Resources upon the recommendation of the selected candidates by the Committee, and must be completed before a recommendation of employment is made to the Board of Trustees.

Reference checks must be completed in accordance with the policies and principles of equal opportunity. Reference information must be held in strict confidence.

Final Selection and Eligibility List

The appropriate administrator will make the final decision on the candidates and notify the Human Resources Office to forward the selection to the Board of Trustees for approval. Those finalists not selected will be placed on an eligibility list that will be valid for 90 calendar days following the date a candidate is selected by the President or other appropriate district manager. In the event a vacancy occurs for the same position, the President or appropriate administrator will conduct second level interviews from those individuals on the eligibility list.

The Human Resources Generalist will contact the successful candidate to make a provisional offer of employment, contingent upon passing reference checks and Board approval.

The Human Resources Generalist will conduct all reference checks.

Once the successful candidate has been hired and Board-approved, the unsuccessful candidates will be notified by letter that they were not selected.

During the lifetime of the selection committee, all applications for positions will be kept on file at a secure location at the hiring site and will be available to members of the committee for study.

NOTE: See the additional 23 pages of appendices in current AP 7210

Also see BP/AP 7120 titled Recruitment and Hiring as well as AP 7211 titled Faculty Service Areas, Minimum Qualifications, and Equivalencies

References:

Education Code Sections 87400 et seq., 87600 et seq., and 87482.8; Title 5 Section 51025

Attachments

No Attachments

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Owner:	*Human Resources Human Resources*
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BP 7210 Academic Employees

(Replaces current SBCCD BP 7210)

~~**Employees represented by CSEA and CTA should refer to their respective bargaining unit agreements for information specific to their unit.**~~Employees represented by CSEA and CTA should refer to their respective bargaining unit agreements for information specific to their unit.

Academic employees are all persons employed by the District in academic positions. Academic positions include every type of service, other than paraprofessional service, for which the Board of Governors has established minimum qualifications for the California Community Colleges.

Faculty members are those employees who are employed by the District in academic positions that are not designated as supervisory or management. Faculty employees include, but are not limited to, instructors, librarians, counselors, and professionals in health services, DSPS, and EOPS.

Decisions regarding tenure of faculty shall be made in accordance with the evaluation procedures established for the evaluation of probationary faculty and in accordance with the requirements of the Education Code. The Board of Trustees reserves the right to determine whether a faculty member shall be granted tenure.

The District may employ temporary faculty from time to time as required by the interests of the District. Temporary faculty may be employed full time or part time. The Board delegates authority to the Chancellor to determine the extent of the District's needs for temporary faculty.

Notwithstanding this policy, the District shall comply with its goals under the Education Code regarding the ratio of full-time to part-time faculty to be employed by it and the for making progress toward the standard of 75% of total faculty work load hours taught by full-time faculty.

~~References:~~

References:

Education Code Sections 87400 et seq; 87419.1; 87482.8, and 87600 et seq;
Title 5, Section 51025

Attachments

BP 7210 Academic Employees- Comments
BP 7210 Academic Employees- Legal Citations

Current Status: *Pending* **PolicyStat ID:** *5535361*

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Policy Area:	*Chapter 7 Human Resources*
References:	

AP 7250 Educational Administrators

(Replaces current SBCCD AP 7250)

HIRING QUALIFICATIONS

For California educational administrators, the minimum qualifications are a master's degree (in any discipline), and one year of formal training, internship, or leadership experience reasonably related to the administrator's assignment. Public California community college districts have hiring authority and must adhere to the minimum qualifications when establishing hiring criteria and/or determining hiring eligibility. The districts may include additional criteria over and above the minimums, but can never hire below the minimums.

San Bernardino Community College District has established the following additional hiring qualifications for all educational administrator positions:

A. Demonstrated sensitivity to, understanding of, and respect for the diverse academic, socio-economic, cultural, disability, religious, sexual orientation, gender expression, and ethnic backgrounds of community college students. Board Policy 3410 refers.

B. Commitment to participate in the collegiate consultation process of the College and the District.

GENERAL HIRING PROVISIONS

A. Approval to Fill a Position

Requests to fill newly created or vacant positions must be approved by the appropriate administrator, college president, fiscal officer and Human Resources to validate an approved job description. Requests will be submitted and approved through the online application process described below. Additional manual approvals may be required by the Chancellor, depending on the particular position or general financial condition of the District. Such manual approvals will be managed by the Executive Vice Chancellor, who serves in the role of District Equal Opportunity Officer for this procedure.

B. Online Employment Application Process

Once a request to fill a position is approved, a designated Human Resources staff member will set up an online application process for proper publications, control and record-keeping purposes. All applicants must submit the required application materials through the online system, unless they contact the Human Resources Department and request a disability accommodation. Such accommodations will be decided and made available by the Human Resources Department.

C. Recruitment

The District shall maintain a program of verifiable equal employment opportunity recruitment of qualified members of historically underrepresented groups in all job categories and classifications, including but not limited to faculty, classified and confidential employees; categorically funded positions; and all other executive, administrative and managerial positions.

D. Job Announcements

Job announcements ~~online and in print media~~ shall clearly state job specifications setting forth the ~~responsibilities as well as the requisite~~ knowledge, skills, and abilities necessary for job performance. ~~Job~~All job specifications including any "required", "desired" or "preferred" qualifications beyond the state minimum qualifications which the District wishes to utilize shall be ~~jointly determined~~reviewed by the appropriate administrator and the ~~responsible~~Office of Human Resources ~~staff member, to assure~~before the position is announced to ensure conformity with the ~~approved job description and the~~ requirements of Title 5~~, and~~ (53022) and both State and Federal non-discriminatory laws. ~~Final approval of~~The content of the job ~~announcements~~announcement is the responsibility of the appropriate administrator and the Office of Human Resources and must be approved by the Executive Director of Human Resources or Designee. ~~The job announcement must include the following:~~

The position announcement must include the following:

1. A description of the duties and responsibilities;

2. Minimum qualifications;

3. Desirable qualifications (must be job related and support the responsibilities of the position);

4. Provision for presentation of qualifications that are equivalent to the minimum qualifications;

5. Notification of testing (if required); and

6. Legal qualifiers, established by the Human Resources Department to comply with Federal, State, and District policies and procedures

E. Pre-Screening Process

The Office of Human Resources will pre-screen the applications to ensure that applicants meet minimum qualifications and requirements as set forth in the position announcement and, on that basis, will certify the "qualified" pool of applicants. The District's Office of Human Resources shall conduct applicant pool reviews and take appropriate action as necessary consistent with all of the requirements set forth in Section 53023 of Title 5 of the California Code of Regulations. The composition of the qualified applicant pool shall be reviewed and compared to the composition of the initial applicant pool. If the Chief Human Resources Officer or designee finds that the composition of the qualified pool may have been influenced by factors which are not job related, appropriate action will be taken.This applicant pool data shall be reviewed in conducting the analysis described in section 53006(a)

The responsible Human Resources staff member will pre-screen applications prior to release to the screening committee. ~~The Hiring~~Incomplete applications will not be forwarded to the committee and those applicants will be so advised. Those who do not meet minimum qualifications will be identified. The manager or ~~committee~~subject matter expert (when apprpriate) may ~~create desirable~~be asked to validate those who are identified. If validated, the Human Resources staff member will notify the applicants accordingly. If the manager believes an applicant meets minimum qualifications ~~prior to the job announcement being posted.~~

~~Incomplete applications will not be forwarded to the committee and those~~, but has been identified otherwise, a justification will be send to the Executive Vice Chancellor, or designee, which will include a rationale for inclusion of such applicant. The Executive Vice Chancellor, or designee shall make the final determination regarding the inclusion of such applicants ~~will be so advised. Those who do not meet minimum qualifications will be identified. The screening committee may be asked to validate those who are identified. If validated, the Human Resources staff member will notify the applicants accordingly. If the committee believes an applicant meets minimum qualifications, but has been identified otherwise, the committee shall notify the Executive Vice Chancellor, or designee, in writing and include a rationale for inclusion of such applicant. All screening committee members must sign the petition. The Executive Vice Chancellor, or designee shall make the final determination regarding the inclusion of such applicants~~ for further consideration.

F. The Screening Committee

1. For a president's recruitment, the screening committee shall consist sixteen (16) members: (1) Associated Student Government appointee; (2) California School Employee Association appointee; (1) California Teachers Association appointee; (4) Academic Senate appointees; (2) Classified Senate appointees; (3) Manager's Association appointees (at least one Vice President); (1) foundation board member; (1) confidential staff member; and (1) community member. Additional members may be added by the Chancellor or the Governing Board. If a member is unable to participate in all meetings or continue through the process, the committee may continue with less than the original fifteen members. Members may not be added to the process once it begins.

2. For all other educational administrator positions, the screening committee shall be representative of the following categories: (1) California Teachers' Association appointee; (1) California School Employee Association appointee; (1) Classified Senate appointee; (3) Academic Senate appointees; and (2) Manager's Association appointees (at least one should be in an equivalent position). The appropriate administrator, in consultation with the Executive Vice Chancellor, or designee, may add other appointees, based on working relationships the position has with other areas of the college, District or community. If a member is unable to participate in all meetings or continue through the process, the committee may proceed with fewer members. New members may not be added to the process once it begins.

3. In both 1. And 2. Above, at least one member of the committee must be from the department or area in which the position is assigned.

4. Each Screening Committee will include an Equal Employment Opportunity representative designated by the Human Resources Department. The representative shall serve to maintain confidentiality and ensure the hiring process remains fair and equitable.

5. Each screening committee member must receive annual training on equal opportunity, diversity, and the employment process for each type of hiring process (educational administrator, faculty, classified/confidential, or non-academic administrator). Such training will be provided by the Human Resources Department.

6. The administrator requesting the position recruitment is responsible for contacting the various organizations and securing members for the screening committee. The list shall be submitted to Human Resources, for approval, to ensure there is a broad representation on the committee.

7. At the first meeting of the screening committee, the members will:

A. Elect a chair

B. ~~Be asked to~~Review the Screen Committee Guidelines Handbook and sign a confidentiality agreement.

C. Acknowledge the requirement to fill out evaluation forms and rankings for the candidates.

D. Develop job-related interview questions

E. Decide if video conferencing is an acceptable method for interviews (must be offered to all candidates regardless of location)

F. Determine the candidates for interview and the schedule to accommodate those interviews

G. Provide a job-related reason for NOT selecting candidates for interview (cannot be a general statement relative to those selected)

H. Provide written justification for selecting fewer than three (3) candidates for first level interview.

8. The Executive ~~Vice Chancellor~~Director, or designee, will review the questions, candidate selections, reasons for non-selection, and any justifications or notations from the committee. He/she will authorize the designated Human Resources staff member to proceed with the interview phase or may contact the chair of the committee to determine additional considerations for the screening committee.

9. The designated Human Resources staff member will contact the candidates to be interviewed and schedule them according to the dates and times provided by the screening committee. Candidates will be asked if they require any disability accommodation and the Human Resources staff member will handle that request. If the committee has decided to offer video conferencing for the interview, the staff member will offer that option to each candidate.

10. Interviews will be conducted by the members of the screening committee. Each candidate will be asked the same questions, in the same way, for a fair and consistent basis in assessing all the interviewees. Committee members shall use rating sheets to assess the candidates' answers.

11. The Equal Employment Opportunity representative will ensure all documentation is completed for the interview ratings and recommendation(s). The screening committee will identify strengths and concerns for all candidates advance to the next level of interviews. In addition, a job-related reason for non-selection shall be recorded and provided for those not advancing to the next level.

12. Three or more candidates will be recommended for second level interviews. Anything less than three recommended candidates will require written justification signed by all members of the screening committee. The Executive Vice Chancellor, or designee,shall determine whether to reopen the search, request further considerations by the committee, or pursue some other course of action.

H. Selection Process

1. Second level interview arrangements shall be made by the appropriate administrator or designee. Arrangements shall include time/place for interviews and inviting those who may assist in the second level interview, (which may include the direct supervisor, someone above the position in the hierarchy, and/or other appropriate advisors. An EEO representative ~~may~~shall be present for the second level interview.

2. The designated Human Resources staff member will contact the finalists for second level interviews and communicate the arrangements for the time/place, panel members, and any additional information they may need for the appointment. All candidates for first and second level interviews will be advised that if they must travel more than 100 miles, they may be reimbursed for travel expenses, in accordance with the provisions of the Employee Travel Policy. Mileage will be determined by Google Maps. A District travel claim must be submitted after travel is complete.

3. After the second level interviews have been completed, the administrator will recommend a finalist for the College President or Chancellor to consider. An online notification shall be forwarded to the designated Human Resources staff member.

4. For college-based positions, the President shall arrange for reference checks, final interview, and any additional information he/she may need to substantiate an offer of employment. For District positions, the Human Resources Department shall conduct reference checks, schedule a final interview, and secure additional information for the Chancellor.

5. Upon completion of reference checking, the President and/or Chancellor shall approve the selection and authorize a provisional offer of employment.

6. The designated Human Resources staff member will contact the successful candidate to make the provisional offer of employment, contingent upon passing a Department of Justice background check, demonstrating freedom from tuberculosis, employment eligibility verification (I-9), completing a loyalty oath, and getting Governing Board approval.

7. If the candidate accepts the provisional offer, Human Resources will schedule Governing Board approval consideration and will notify the unsuccessful candidates in writing at the appropriate time.

Faculty work

As indicated in Ed Code Section 87003, faculty members shall not be management. Therefore, Educational Administrators shall not take on duties that are the purview of faculty. As well, in accordance with the Educational Employment Relations Act (EERA), Sections 3540.1(b) and (i) defining what the “Certified Organization” consists of, Educational Administrators are excluded from the faculty bargaining- unit and shall not take faculty bargaining- unit work.

ADMINISTRATOR RETREAT RIGHTS

A. An educational administrator hired after June 30, 1990, who does not have tenure in the District at the time of hire, may be reassigned to a first-year probationary faculty position and to such a position only if he or she meets the following criteria:

1. He/she holds an educational administrative position that is not part of the classified service.

2. He/she has served in this district a total of at least two years as a full time faculty member or administrator. The requirements of Education Code 87458(c) and (d), or any successor statute, must be met with respect to prior satisfactory service and reason for termination of the educational administrator assignment.

3. He/she is being reassigned for reasons other than for cause, as defined in the Education Code.

4. Reassignment shall not result in the lay-off or forced change in the contract assignment for any contract faculty member.

5. The Academic Senate must certify to the Governing Board that the administrator meets the minimum qualifications for the Faculty Service Area to which the incumbent is to be assigned. The Academic Senate will be given an opportunity to present its views on the reassignment prior to the Board’s decision. A written record of the Board’s decision, including the views of the Academic Senate, shall be available for review.

6. Reassignment must be in a Faculty Service Area where sufficient assignments exist and are held only by temporary faculty or by contract overload. Likewise, the administrator must provide a statement of interest in the assignment.

7. Unless otherwise specified in the administrator’s contract, reassignment to a faculty position shall be compensated based on placement on the faculty salary schedule, according to his/her education and experience. Placement shall include years served as an educational administrator

8. Retreat rights are subject to annual review by the joint Academic Senate Executive Committee along with the Vice Presidents of Instruction from each college. Such review shall take place no later than 15 April of each year, with changes proposed as a joint agreement and forwarded through the Vice Chancellor of Human Resources and Employees Relations and the Chancellor to the Governing Board for approval.

PRE-RETIREMENT REDUCED WORKLOAD OPTION

To apply, the educational administrator must:

1. Be 55 years of age before the beginning of the college year or semester in which the reduction in workload is to start.

2. Must have been employed in an academic position for at least ten (10) years, of which the last five years were full time. Sabbaticals and other approved leaves do not constitute a break in service for this purpose. However, such leaves shall not be used to compute the last five years of full time service for this requirement.

3. Request the pre-retirement reduced workload, and once approved, may only terminate the agreement by mutual consent of the administrator and the District.

i. The educational administrator must notify the District in writing, not later than 15 January for the ensuing school year, of his/her request for the pre-retirement reduced workload.

ii. The District and the administrator must finalize their agreement by 15 March for the ensuing school year.

4. Make contributions to STRS or PERS (retirement systems) equal to the amount required of a full time (100%) employees.

The District:

1. May approve or disapprove the educational administrator’s request for reduced workload, but shall provide the administrator a written rationale for disapproval.

2. Will provide the administrator the same benefits provided to a regular, full time administrator, but shall reduce the salary commensurate with the reduced workload.

3. Will make contributions to STRS or PERS in accordance with the law.

The pre-retirement reduced workload option:

1. Is limited to a period not to exceed five (5) years or until the administrator reaches age 65, whichever comes first.

2. Is limited to no less than one-half the number of service days required by an educational administrator under a full time contract.

3. May only be increased or decreased by mutual consent of the District and the educational administrator.

4. Includes a reduction in sick leave and vacation accrual and usage, commensurate with the reduction in workload.

References:

Education Code Sections 72411 et seq., 87002(b), and 87457-87460; Government Code Section 3540.1(g) and (m)

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BP 7250 Educational Administrators

(Replaces current SBCCD BP 7250)

An educational administrator is a person employed by the Board of Trustees in a supervisory or management position as defined in Government Code Sections 3540 et seq.

Educational administrators are those who exercise direct responsibility for supervising the operation of or formulating policy regarding instructional or student services programs of the District.

Educational administrators shall be compensated in the manner provided for by the appointment or contract of employment. Compensation shall be set by the Board upon recommendation by the Chancellor.

Educational administrators shall be entitled to vacation leave, sick leave, and other leaves as provided by law and by District policies and administrative procedures.

Educational Administrators shall be entitled to health and welfare benefits made available by action of the Board upon recommendation by the Chancellor.

Educational administrators shall be employed by an appointment or contract and shall receive up to two (2) year contracts. Presidents and Vice Chancellors shall receive up to three (3) year contracts. The District Chancellor shall be given a contract length determined by the Board within the limitations of the Education Code.

The Board may, with the consent of the administrator concerned, terminate, effective on the next succeeding first day of July, the terms of employment and any contract of employment with the administrator, and reemploy the administrator on any terms and conditions as may be mutually agreed upon by the Board and the administrator, for a new term to commence on the effective date of the termination of the existing term of employment.

If the Board determines that the administrator is not to be reemployed when his/her appointment or contract expires, notice to an administrator shall be in accordance with the terms of the existing contract. If the contract is silent, notice shall be in accordance with Education Code Section 72411.

An educational administrator who has not previously acquired tenure as a faculty member in the District shall have the right to become a first year probationary faculty member once his/her administrative assignment expires or is terminated, if the following criteria are met:

- The administrator meets the criteria established by the District for minimum qualifications for a faculty position, in accordance with procedures developed jointly by the Chancellor and the Academic Senate and approved by the Board. The Board shall rely primarily on the advice and judgment of the Academic

Senate to determine whether an administrator possesses minimum qualifications for employment as a faculty member.
- The requirements of Education Code Section 87458(c) and (d), or any successor statute, are met with respect to prior satisfactory service and reason for termination of the administrative assignment.
- The District has a vacancy for which the administrator meets minimum qualifications.

References:

Education Code Sections 72411 et seq., 87002(b), and 87457-87460; Government Code Section 3540.1(g) and (m)

Attachments

BP 7250 Educational Administrators - Comments
BP 7250 Educational Administrators - Legal Citations
SBCCD - Overview for Legal Update 31 Final Version.docx

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AP 7260 Classified Supervisors, Managers and Administrators

(Replaces current SBCCD AP 7260)

~~***NOTE:** This procedure is **optional**. BP 7260 titled Classified Supervisors and Managers addresses legal requirements related to educational administrators. Local practice regarding contracts for classified managers may be inserted, if any.*~~

- ~~**From current SBCCD AP 7260 titled Classified Supervisors, Managers, and Confidential Employees**~~

~~HOURS OF EMPLOYMENT~~

~~The workweek for all confidential and supervisory employees shall be a minimum of forty (40) hours.~~

~~TRANSFER AND REASSIGNMENT~~

~~All confidential/supervisory employees are District employees and may be assigned anywhere in the District to those positions for which they are qualified, subject to these regulations. This policy applies only to voluntary transfers.~~

~~A. Vacancies to be filled by transfer or reassignment.~~

~~1. Vacancies will be announced to all employees in that classification, at the same or higher pay range, and those who have taken a voluntary demotion.~~

~~2. Employees who are qualified and desire to transfer to another position and/or location must apply for the vacant position with the Director, Personnel Services & Employee Relations.~~

~~3. An employee within the same class or a higher class may volunteer to transfer. The employee requesting a voluntary demotion to a lower class will be given preference.~~

~~4. Should there be more than one employee requesting a transfer to the same vacancy, all things being equal, the position will be filled by the employee having the most seniority in that classification.~~

~~5. Each applicant shall be given, upon request, written rationale for non-acceptance to the vacant position.~~

~~6. An approved transfer resulting from the request of an employee is considered permanent; therefore, no additional probationary period is required.~~

7. The salary of the transferring employee shall be at a level of pay equal to the old pay range, but in no case greater than Step E of the new range.
8. An employee transferring within the class or taking a voluntary reduction in class will retain his/her old anniversary date and all seniority rights.
9. If the position from which an employee took a demotional transfer is again vacant, that employee will be given first consideration to fill the former position and, if selected, will regain his/her higher classification.
10. If no transfer or reassignment is requested, the vacancy will be announced publicly.

Approved: March 14, 1990

***NOTE:** The information in the following sections of current SBCCD AP 7260 is addressed in new APs 7233, 7234, 7237, 7340, 7366, and 7381.*

RE-EMPLOYMENT AFTER LAYOFF

***(NOTE:** The information in the following section is addressed in new APs 7237 and 7366)*

A. Confidential and supervisory employees who are terminated as a result of lack of work or lack of funds shall, upon re-employment within thirty-nine (39) months from the termination date, be reinstated with no loss of fringe benefits and seniority.
B. Fringe benefits and seniority are not earned during the period of the layoff.
C. Upon re-employment, the employee shall be credited with the fringe benefits to which he/she was entitled as of the date of his/her layoff.

Approved: March 14, 1990

DIFFERENTIAL PAY

A. Shift differential pay shall be for all classifications at a rate of 2 1/2% for swing shift or split shift; and a 5% rate of pay for the graveyard shift.
B. Definitions:
    1. **Swing:** When hours of work regularly assigned exceed 4:30 p.m. by more than three (3) hours per day (regular five-day consecutive workweek). Employees must work this shift at least three of the five normal workdays.
    2. **Graveyard:** When hours of work regularly assigned exceed 12 midnight by more than three (3) hours per shift (regular five-day consecutive workweek). Employees must work this shift for at least three of the five normal workdays.
    3. **Split:** When hours of work regularly assigned are split by a break of two or more hours. Employees must work this shift for at least three of the five normal workdays.
    4. **Overtime:** When hours worked are in excess of any shift, pay shall be at the overtime rate of that shift.
    5. Approval for shift change or overtime must be obtained in advance from the appropriate manager.

Approved: March 14, 1990

WORKING OUT OF CLASSIFICATION

(NOTE: The information in the following section is addressed in new AP 7233)

Any confidential/supervisory employee who is required to work out of classification for a period of more than five (5) working days within a fifteen (15) working day period shall have his/her salary adjusted upward for the entire period he/she is required to work out of classification. These amounts will reasonably reflect the duties required to be performed outside his/her normally assigned duties.

The following procedures regulate the salary determination for a confidential employee working out of class:

A. A manager can make such an assignment but must have written approval by the Director, Personnel Services & Employee Relations.

B. Payment for working out of classification will be paid with the contract pay.

C. When an employee, who is assigned to work in a higher classification qualifies for extra pay, he/she will be paid at the probationary step on the range of the classification to which he/ she is assigned. If that salary is the same or less than his/her regular salary, he/she will be paid on the next step of the higher range which will give a salary increase for the additional responsibility. The increase will be no less than 5%.

EXAMPLE

	A	B	C	D	E
Range 10	555	583	612	653	675
Range 12	583	612	643	675	709
Range 16	643	675	709	744	781

If the Range 10 employee were required to work in a Range 12 classification, he/she would be paid at the rate of Range 12, Step C. If he/she were assigned a responsibility in Range 16, his/her rate of pay would be Range 16, Step A.

OVERTIME

(NOTE: The information in the following section is addressed in new AP 7234)

A. Overtime is defined to include any time required to be worked in excess of eight (8) hours in any one day and in excess of forty (40) hours in any calendar week.

B. Compensation for overtime shall be at one and one-half times the regular rate of pay of the employee designated and authorized to perform the overtime.

C. Work performed for the Associated Students is not affected by the college policy. The hourly rate of pay for compensation received from the Associated Students has not been changed. Time and one-half pay is related only to work performed for the college.

D. Travel time of thirty (30) minutes each way will be allowed if the employee is called back for an emergency situation. If service is continuous, no travel time will be allowed.

E. All overtime for which employees are to be paid must be authorized in advance by the Chancellor, Chancellor's designee, or college president for the site.

F. Employees shall not be paid unauthorized overtime.

G. *Overtime shall be reported on the time sheet at the end of the month by dates, hours and emergency or event requiring overtime. The immediate supervisor shall sign the time sheet.*

H. *The foregoing provisions are not intended to apply to properly designated part-time positions with an assigned workday of less than eight (8) hours and a workweek of less than forty (40) hours.*

I. *Positions in the Security Department are exempt from the provisions of this policy.*

Approved: March, 1990

LONG-SERVICE RECOGNITION

A. Recognition for length of service shall be provided in the form of an annual stipend in accordance with the following schedule:

YEARS OF SERVICE WITH THE DISTRICT	COMPLETED NUMBER OF YEARS OF EMPLOYMENT WITH THE DISTRICT	AMOUNT OF STIPEND
6-11	5-10	$850
12-16	11-15	$1000
17-21	16-20	$1150
22-26	21-25	$1300
27-31	26-30	$1450

B. The first long service payment will be made in December of the first year following five complete years of service. The maximum service credit to be allowed is for thirty years.

C. The amount of long service pay will be paid by separate check and will be available to Confidential/ Supervisory employees no later than December 10, and only to those actually employed on the date of payment, except upon retirement in which case the long service payment will be in proportion to the fraction of the year worked. The payment date and method is subject to change in accordance with County of San Bernardino payroll processing.

D. In order to be eligible for long service pay, an employee must qualify for inclusion in the Retirement Program, i.e., must be employed half-time or more.

E. Any year in which an employee receives an unsatisfactory performance evaluation will not be counted as a year of service for the purpose of calculating long service recognition credit.

Approved: February 14, 2002

HEALTH AND WELFARE BENEFITS

*(**NOTE:** The information in the following section is addressed in new AP 7381)*

A. *A program of health and welfare benefits shall be provided to all confidential and supervisory employees.*

B. *Hospitalization/Medical*
The District pays the insurance premium for the Board-approved hospitalization/medical plan for the employee, spouse, and dependents.

C. *Dental*
The District pays the insurance premium for the Board-approved dental plan for the employee.

D. *Life Insurance*
The District pays the insurance premium for the Board-approved life insurance plan for the employee.

E. *Health Service, Continuation After Retirement*
Any confidential or supervisory employee who opts for early retirement will continue to receive hospitalization/medical plan benefits available to classified employees of the district, until age 65, subject to all the conditions for one of the following:

1. *Service Retirement #1*
   a. *Has attained the age of 60 before terminating employment with the district.*
   b. *Has completed a minimum of ten years service with the district.*
   c. *Has been an employee of the district immediately preceding retirement status.*
   d. *Must be on retirement with the Public Employees Retirement System.*

   OR

2. *Service Retirement #2*
   a. *Has attained the age of 55 before terminating employment with the district.*
   b. *Has completed a minimum of twenty years with the district.*
   c. *Has been an employee of the district immediately preceding retirement status.*
   d. *Must be on retirement with the Public Employees Retirement System.*

   OR

3. *Disability Retirement*
   a. *Regardless of age before terminating employment, has completed a minimum of five years of service with the district.*
   b. *Has been an employee of the district immediately preceding retirement.*
   c. *Must be accepted by and remain on disability retirement with the Public Employees Retirement System.*
   d. *Retiree agrees to enroll in Parts A & B and pay the full premium as soon as they are eligible.*

Approved: March 14, 1990

LEAVES OF ABSENCE

***(NOTE:** The information in the following section could be addressed in new AP 7340)*

A. *Sick Leave*

1. *Every confidential or supervisory employee employed five days a week shall be entitled to twelve days leave of absence for illness and injury with full pay for a fiscal year of service.*
2. *A confidential or supervisory employee employed five days a week, who is employed for less than a full fiscal year, is entitled to that proportion of twelve days leave of absence for illness or injury as the number of months he/she is employed bears to 12.*
3. *A confidential or supervisory employee employed less than five days per week shall be entitled, for a fiscal year of service, to that proportion of twelve days leave of absence for illness or injury as the*

~~number of days he is employed per week bears to 5. When such persons are employed for less than a full fiscal year of service, this and the preceding paragraph shall determine that proportion of leave of absence for illness or injury to which they are entitled.~~

4. ~~Pay for any day of such absence shall be the same as the pay that would have been received had the employee served during the day.~~

5. ~~Credit for leave of absence need not be accrued prior to taking such leave by the employee, and such leave of absence may be taken at any time during the year. However, a new employee of the district shall not be eligible to take more than six days, or the proportionate amount to which he/she may be entitled under this section, until the first day of the calendar month after completion of six months of active service with the district.~~

6. ~~If an employee does not take the full amount of leave allowed in any year under this policy, the amount not taken shall be accumulated from year to year.~~

7. ~~The Board of Trustees may require proof of illness or injury.~~

B. ~~Maternity Leave~~

1. ~~An employee may use sick leave for absences necessitated by pregnancy, miscarriage, childbirth, and recovery therefrom. The length of absence, including the date on which the leave shall commence and the date on which the employee shall resume duties, shall be determined by the employee and the employee's physician.~~

2. ~~Disabilities caused or contributed to by pregnancy, miscarriage, childbirth, and recovery therefrom are, for all job-related purposes, temporary disabilities, and shall be treated as such under any health or temporary disability insurance or sick leave.~~

3. ~~This provision shall be construed as requiring the district to grant leave with pay only when it is necessary to do so in order that leaves of absence for disabilities caused or contributed to by pregnancy, miscarriage, or childbirth be treated the same as leaves for illness, injury, or disability.~~

C. ~~Bereavement Leave~~

1. ~~Every person employed in a confidential or supervisory position is entitled to a paid leave of absence, not to exceed three days, or five days if travel out-of-state or a round trip of over 500 miles is required, on account of the death of any members of his/her immediate family.~~

2. ~~Member of the immediate family means the mother, father, grandparent or a grandchild of the employee or the spouse of the employee, and the spouse, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law or sister, sister-in-law of the employee, or any relative living in the immediate household of the employee.~~

D. ~~Personal Necessity Leave~~

1. ~~Any days of leave of absence for illness or injury allowed pursuant to Section 88207 of the Education Code may be used by a confidential or supervisory employee, at his/her election, in case of personal emergency.~~

2. ~~No such accumulated leave in excess of six days may be used in any school year. Request for such leave of absence shall be submitted to the Chancellor or College President as appropriate prior to absence, explaining the specific nature of the personal emergency.~~

E. ~~Industrial Accident and Illness Leave~~

1. ~~An employee must have been with the district a minimum of nine months.~~

2. ~~*Evidence must support the fact that the illness or accident arose out of employment. The Board of Trustees may require a physician's report on probable causes.*~~
3. ~~*An employee absent from his/her duties due to an industrial accident or illness leave shall receive his/her full pay from the district. The employee is required to endorse temporary disability indemnity checks received from Workers' Compensation to the district. Arrangements may be made with Workers' Compensation to have the checks mailed directly to the district.*~~
4. ~~*Industrial accident or illness leave of absence shall not exceed sixty days in any one fiscal year for the same accident or illness.*~~
5. ~~*At such time as the employee has used his full entitlement of sixty days industrial leave, he/she may use his/her accumulated sick leave. Sick leave will be used at a rate equal to the pay received from the district less any contribution from Workers' Compensation. For example: An employee's daily rate is $20.00; the district receives $10.00 per day from Workers' Compensation. The employee receives his/her full pay but is charged only one-half sick leave.*~~
6. ~~*Industrial leave is not accumulative.*~~
7. ~~*When accident or illness overlaps into the next fiscal year, the employee is entitled only to the balance of the sixty days not used.*~~
8. ~~*The employee may not leave the state during the leave period unless authorized by the Board of Trustees.*~~
9. ~~*When all industrial leave and sick leave benefits have been exhausted, the employee must be placed on the reemployment list for a period of 39 months.*~~

F. ~~*Military Leave*~~

~~*Regular employees or probationary employees whose combined district service and military service total one full year shall be entitled to full pay for the first 30 calendar days of absence for reserve training in any one fiscal year. Such leave must be verified by a copy of the military orders requiring military pay.*~~

G. ~~*Jury Duty Leave*~~

~~*When a confidential or supervisory employee is absent because of a mandatory court appearance as a juror, said employee shall suffer no monetary loss by reason of said service. Such employee shall receive his/her regular salary upon receipt by the district of a valid jury duty verification, but shall reimburse to the district the amount of fees received from the court, excluding those paid for mileage.*~~

H. ~~*Unpaid Leave*~~

~~*An unpaid leave of absence may be granted by the Board upon the recommendation of the Chancellor subject to the following provisions: .*~~

1. ~~*A request for leave that clearly articulates the terms and conditions requested must be submitted to the immediate supervisor. The supervisor will act upon the request and, in the case of a favorable response, will forward the request through the appropriate channels. If the immediate supervisor opposes the leave, he/she shall notify the applicant within 15 working days of the date of submission. Applicants who are denied leave have the right to appeal through the usual organizational channels.*~~
2. ~~*No more than one full year unpaid leave will be granted to an employee, and such leave shall not extend beyond one year.*~~
3. ~~*No unpaid leave will be granted to an employee who takes a position with another organization that*~~

~~*by its nature is considered to be permanent and continuing.*~~

4. ~~*An individual on unpaid leave retains the right to District employment at the end of the leave but does not retain the right to return to the specific position vacated.*~~

5. ~~*A notice of intent to return must be filed in writing with the District Personnel Office three months prior to the anticipated date of return.*~~

6. ~~*An unpaid leave will be treated as a "break" in service. An individual on unpaid leave will not receive advancement credit on any salary schedule, will not be credited with sick days or vacation days, and will not receive retirement credit while on leave.*~~

7. ~~*An individual on unpaid leave may purchase continued coverage under District health, dental, and life insurance plans.*~~

I. ~~*Family Care Leave*~~

1. ~~*An employee with more than one year of continuous service with the District who is eligible for other leave benefits shall be granted upon request an unpaid family care leave up to a total of four months in any twenty-four month period pursuant to the requirements of this policy.*~~

   a. ~~*For purposes of this policy, the term "family care leave" means either:*~~

      1. ~~*Leave for reason of the birth of a child of the employee, the placement of a child with an employee in connection with the adoption of the child by the employee, or the serious illness of a child of the employee; or*~~

      2. ~~*Leave to care for a parent or spouse who has a serious health condition.*~~

2. ~~*An unpaid family care leave granted pursuant to this policy shall be in addition to any other leave pursuant to the Government Code Section 12945.2, except that an unpaid family care leave used in conjunction with a pregnancy leave of four months or more may be limited by the District within its discretion to one month.*~~

3. ~~*An unpaid family care leave shall be treated as any other unpaid leave. During an unpaid family care leave, an employee shall retain employee status with the District, and such leave shall not constitute a break in service. An employee returning from an unpaid family care leave shall have no less seniority than when the leave commenced.*~~

4. ~~*If an employee's need for an unpaid family care leave is foreseeable the employee shall provide the District with reasonable advance notice of the need for such leave. If the employee's need for such leave is foreseeable due to a planned medical treatment or super-vision, the employee shall make a reasonable effort to schedule the treatment or supervision to avoid disruption to the operations of the District.*~~

5. ~~*The District requires that an employee's request for an unpaid family care leave for the purposes of caring for a child, spouse or parent who has a serious health condition be supported by a written certification issued by the health care provider of the individual family member requiring care. This written certification must include:*~~

   a. ~~*The date on which the serious health condition commenced;*~~

   b. ~~*The probable duration of the condition;*~~

   c. ~~*An estimate of the amount of time the health care provider believes the employee needs to care for the individual requiring care; and*~~

d. A statement that the serious health condition warrants the participation of a family member to provide care during a period the treatment or supervision of the individual requiring care.

e. If additional leave is requested by the employee upon expiration of the time estimated by the health care provider, the employee must request such additional leave again supported by a written recertification consistent with the requirements for an initial certification.

6. Definitions - for purposes of this policy and consistent with current law:

a. The term "child" mean a biological, adopted, or foster child, a step-child, a legal ward, or a child of an employee standing in loco parentis who is either under eighteen years of age or an adult dependent child.

b. The term "parent" means biological, foster, or adoptive parent, stepparent, or a legal guardian.

c. The term "serious health condition" means an illness, injury, impairment, or physical or mental condition which warrants the participation of a family member to provide care during a period of the treatment or supervision, and involves either of the following:

1. Inpatient care in a hospital, hospice, or residential health care facility; or

2. Continuing treatment or continuing supervision by a health care provider.

d. The term "health care provider" means an individual holding either a physician's and surgeon's certificate issued pursuant to applicable law, or an osteopathic physician's and surgeon's certificate issued pursuant to applicable law.

7. The District within its discretion may allow an employee upon written request to utilize accumulated illness and accident leave for the purpose of family care leave.

8. An employee taking unpaid family care leave pursuant to this policy shall continue to be entitled to participate in health plans and other benefits to the same extent and under the same conditions as apply to other unpaid leaves of absence.

9. The District may refuse to grant an employee's request for unpaid family care leave under this policy even though all requirements of this policy have been satisfied if:

a. The refusal is necessary to prevent undue hardship to the operations of the District;

b. The employee and the other parent would receive unpaid family care leave exceeding four months in any twenty-four hour period; or

c. The other parent is also taking family care leave at the same time or is unemployed.

10. Any employee returning from an unpaid family care leave shall be assigned to the same or comparable position. For purposes of this policy and consistent with current law, the term "same or comparable position" means a position that has the same or similar duties and pay which can be performed at the same or similar geographic location as the position held prior to the leave.

11. This policy shall not be construed to require any changes in existing collective bargaining agreements during the life of the contract, or until January 1, 1993, whichever occurs first.

12. This policy shall not be construed to entitle the employee to receive disability benefits under Part I (commencing with Section 3200) of Division 4 of the Labor Code.

Approved: March 12, 1992

VACATIONS

A. Confidential and classified supervisory employees earn vacation at the rate of 1.91 days per month for each complete month of service. In determining vacation accrued at the end of any calendar month, the product of 1.91 X months worked shall be rounded to the nearest whole number.

B. All vacation computation is based on a fiscal year of July 1 to June 30.

C. New employees with an employment date other than the first working day of the month shall not start accruing vacation until the first working day of the following month of employment.

D. Each July all confidential and classified supervisory employees shall be notified by the Payroll Department of their June 30 accrued vacation credits. Confidential and supervisory employees can accrue vacation credits up to 46 days. Once vacation credits reach the maximum accrual level no more vacation credits will be earned.

E. Vacations will be set at the convenience of both the employee and the District, and are subject to the approval of the manager to whom he/she is responsible, and the Campus President or Chancellor, as appropriate.

F. Upon leaving the employment of the District, a confidential or classified supervisory employee shall be entitled to lump sum compensation for earned and unused vacation at his/her current salary. Payment shall be made up to the accrued number of vacation days not to exceed forty-six (46) days.

INTERRUPTION OR EARLY TERMINATION OF VACATION

A. Any permanent confidential or supervisory employee may interrupt or terminate his/her regular vacation leave, in case of illness, and use sick leave before continuing regular leave or returning to work.

B. The employee must notify the district personnel office and/or his/her supervisor of the interruption or termination of his/her vacation to use his/her sick leave.

C. The District Personnel Officer and/or the supervisor is responsible for notifying the employee if he/she may continue his/ her vacation leave, after use of sick leave, or if he/she must report to his/her normally assigned work.

D. Upon returning to his/her regularly assigned work, the employee must furnish relevant supporting information regarding interruption or termination of vacation leave.

Approved: March 14, 1990

BREAK PERIODS

Break periods are allowed as released time from fatiguing work. Such periods shall not exceed fifteen minutes in the morning and fifteen minutes in the afternoon for full-time employees. Half-time employees have only one such break period.

Approved: March 14, 1990

~~STATUS REPORTS ON VACATION AND SICK LEAVE~~

~~The Payroll Office will issue all confidential and supervisory employees an individual status report of vacation entitlement and accrued sick leave quarterly.~~

~~Approved: March 14, 1990~~

~~PROFESSIONAL GROWTH~~

~~**(NOTE:** The information in the following section could be addressed in new AP 7160)~~

A. ~~Classified Supervisors and Confidential Employees on the classified supervisory and confidential salary schedules shall be eligible for tuition cost reimbursement from an accredited institution.~~

B. ~~Reimbursement will only be given for courses completed with a grade of "C" or better, "credit", or equivalent grade, which pertain to their position.~~

C. ~~Such reimbursement shall not exceed costs of 18 semester units of course work per year.~~

D. ~~Reimbursement shall not be allowed for courses carrying zero units.~~

E. ~~No tuition cost paid by the District is to exceed 80% of a per unit basis cost of similar course work at the University of California.~~

F. ~~Only Classified Supervisors and Confidential Employees who have completed their probation period as a Classified Supervisor or Confidential Employee shall be eligible for this benefit.~~

G. ~~All courses for which a Classified Supervisor or Confidential Employee seeks tuition reimbursement must have prior approval by their Supervisor, the Chancellor, and the Board.~~

~~Approved: May 10, 2007~~

~~CELLULAR TELEPHONE USAGE~~

~~**(NOTE:** The information in the following section could be addressed in new AP 6450)~~

A. ~~Authorization~~
~~Each college president and each vice chancellor may designate supervisors to receive partial reimbursement for the use of a cellular telephone in conducting District business.~~

B. ~~Application~~
~~Supervisors shall make application through the appropriate channel. Approved applications shall be forwarded from the campus to the Vice Chancellor Fiscal Affairs for implementation.~~

C. ~~Reimbursement~~
~~Reimbursement shall be at a rate not to exceed $50 per month, which shall include purchase of the telephone, activation, monthly service charges, and air use time – including long distance calls. While monthly application for reimbursement is not required, periodic verification of telephone usage may be requested.~~

D. ~~Review~~
~~This policy shall receive periodic review to assess the appropriateness of the reimbursement rate.~~

~~Approved: June 14, 2002~~

~~Also see BP/AP 7120 titled Recruitment *and Hiring*~~

Classified Supervisors, Managers and Administrators

The terms and conditions of employment for classified supervisors, managers and classified administrators shall be developed by the Chancellor under the recommendation of the Management Association. Recruitment and Hiring shall be in accordance with all state and federal guidelines and in accordance with AP 7120 and the District EEO Plan.

Faculty work

As indicated in Ed Code Section 87003, faculty members shall not be management. Therefore, Classified Supervisors, Managers, and Administrators shall not take on duties that are the purview of faculty. As well, in accordance with the Educational Employment Relations Act (EERA), Sections 3540.1(b) and (i) defining what the “Certified Organization” consists of, Classified Supervisors, Managers, and Administrators are excluded from the faculty bargaining- unit and shall not take faculty bargaining- unit work.

Reference:

Education Code Section 72411

Management Handbook 2018

Attachments

AP 7260 Classified Supervisors and Managers - Comments
AP 7260 Classified Supervisors and Managers - Legal Citations
AP7260 -OLD.pdf

Current Status: *Draft* **PolicyStat ID:** *7688099*

Origination:	*N/A*
Last Approved:	*N/A*
Last Revised:	*N/A*
Next Review:	*N/A*
Owner:	*Human Resources Human Resources*
Policy Area:	*Chapter 7 Human Resources*
References:	*Legally Required*

BP 7260 Classified Supervisors, Managers and Administrators

(Replaces current SBCCD BP 7260)

Classified managers are those classified administrators, regardless of job description, having significant responsibilities for formulating District policies or administering District programs other than the educational programs of the District.

Classified supervisors are those classified administrators, regardless of job description, having authority to hire, transfer, suspend, recall, promote, discharge, assign, reward, or discipline other employees, or having the responsibility to assign work to and direct them, adjust their grievances, or effectively recommend such action.

Classified administrators shall be compensated in the manner provided for by the appointment or contract of employment. Compensation shall be set by the Board upon recommendation by the Chancellor

Classified administrators shall be employed by an appointment or contract. Supervisors, Managers, Administrators, Directors, Vice Presidents, and Associate Vice Chancellors shall receive up to two (2) year contracts. Vice Chancellors shall receive up to three (3) year contracts. The District Chancellor shall be given a contract length determined by the Board within the limitations of the Education Code.

The Board may, with the consent of the administrator concerned, terminate, effective on the next succeeding first day of July, the terms of employment and any contract of employment with the administrator, and reemploy the administrator on any terms and conditions as may be mutually agreed upon by the Board and the administrator, for a new term to commence on the effective date of the termination of the existing term of employment.

If the Board determines that the administrator is not to be reemployed when his/her appointment or contract expires, notice to an administrator shall be in accordance with the terms of the existing contract. If the contract is silent, notice shall be in accordance with Education Code Section 72411.

References:

Education Code Section 72411**;**
Government Code Section 3540.1 **(c),** (g)**,** and (m)
Government Code Section 3540.1(c)

Current Status: *Pending* **PolicyStat ID:** *7842673*

Origination:	*10/2007*
Last Approved:	*N/A*
Last Revised:	*03/2020*
Next Review:	*10 years after approval*
Owner:	*Human Resources Human Resources*
Policy Area:	*Chapter 7 Human Resources*
References:	*Legally Advised*

AP 7400 Travel

(Replaces current SBCCD AP 7400)

A. **Application**

This procedure should be followed when travel is for District employees or individual student travelers. Travel includes:

1. Attendance at workshops, seminars, conventions, conferences, webinars, or other meetings of interest to the District; overnight student travel to conferences; and/or
2. The required use of a personal vehicle in the performance of an employee's duty.

B. **Travel Requests**

1. Travel for employees or students must be requested using the SBCCD Travel/Conference Request and Claim Form (Section A). Travel must be approved by the appropriate administrators prior to the onset of travel and prior to incurring any travel related expenses.
2. A student traveler must include his or her student ID on the SBCCD Travel Conference Request and Claim Form (Subsection A.1).
3. The SBCCD Travel/Conference Request and Claim Form, including a detailed cost estimate, must be prepared if travel involves costs other than mileage or the employee's salary while absent from work. All costs must be included, including those on the Cal-card.
4. The traveler or designee must also prepare a purchase requisition(s) in the District's financial system to ensure sufficient funds are encumbered for the trip. The traveler or designee should list the purchase requisition number(s) on the SBCCD Travel/Conference Request and Claim Form (Section A) and then electronically route the form to the appropriate administrator, as defined in this Administrative Procedure, for electronic approval. Before submitting the purchase requisition, the traveler or designee must electronically attach the SBCCD Travel/Conference Request and Claim Form, with Section A approved by the appropriate administrator, to the purchase requisition.

   Non-Oracle Users: The traveler or designee must submit purchase requisitions to cover 100% of estimated travel expenses. All estimated expenses reimbursable to the traveler must be on a single purchase requisition. Any estimated expenses that will be charged to the Cal-card must be on a separate purchase requisition. If any expenses will be prepaid by the District consistent with Part D of this procedure, the traveler or designee must prepare a separate PR for each vendor.

Oracle Users: The traveler or designee must submit a single purchase requisition in Oracle that covers 100% of estimated travel expenses, including Cal-card expenses.

5. Once submitted, the purchase requisition is automatically routed to the appropriate Responsibility Center Manager(s) for approval and then to Business Services for final approval. Please note: If Board approval is required, Business Services will not approve travel until Board approval is obtained.
6. A request to travel has been completely approved only if an approved purchase order is in place. The traveler must ensure that approved purchase orders to encumber sufficient funds are in place prior to requesting a travel advance or prepayment of expenses and prior to incurring any travel related expenses.

C. **Travel Requests - Required Approvals**

Travel requests must be approved by the appropriate administrator and documented on the SBCCD Travel/Conference Request and Claim Form (Section A). The appropriate administrator is:

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

Additionally, travel requests must be approved by the Responsibility Center Manager(s) and Business Services. Approvals from the Responsibility Center Manager(s) and Business Services are obtained through the electronic routing of the purchase requisition in the District's financial system.

If total estimated travel expenses exceed $5,000 per person, or travel is outside the contiguous United States, travel must also have **prior Board approval** in addition to the approvals noted above. Travel approval should be listed under the board agenda conference attendance section.

The Chancellor or designee may approve any exceptions for employees or students. Any exceptions for the Chancellor must be approved by the Board President or designee.

D. **District Prepaid Expenses**

The following are the only expenses that may be paid in advance by a District check payable to vendors other than the traveler:
- Conference registration for employees or students.
- Hotel for students only.

Requests to pay travel expenses in advance must be listed on the SBCCD Travel/Conference Request and Claim Form (Section A). For processing of prepayment, the SBCCD Travel/Conference Request and Claim Form (Section A) must be submitted to sbccdapd@sbccd.~~org~~edu (Accounts Payable Department) with the corresponding purchase requisition number, approval by the appropriate administrator, and adequate documentation including:

- Conference literature;
- Conference registration form/brochure or confirmation showing fees if requesting prepayment of conference registration;

- Hotel quotes and hotel confirmation if requesting prepayment of student hotel expense;
- Pro forma invoice or invoice provided by vendor if available.

E. **Travel Advance Payable to the Traveler**

1. A request for a travel advance will only be considered if estimated travel expenses include reimbursable expenses other than mileage and/or meals.
2. **Non-Oracle Users**: Each traveler must request a travel advance on the SBCCD Travel/Conference Request and Claim Form (Section B), electronically sign Section B and attach all required documentation, and email the request to ~~sbccdapd@sbccd.org~~sbccdapd@sbccd.edu (Accounts Payable Department).
   Oracle Users: Traveler must request a travel advance through the Oracle Expense Module and electronically attach all required documentation to his or her request.
3. All travel advance requests must be accompanied by the following required documentation:
   - Proper approval to travel and PR number (on the SBCCD Travel/Conference Request and Claim Form, Section A);
   - Conference literature; and
   - Support for all estimated travel-related expenses. This may include conference registration brochure showing registration fees or confirmation; quote for airfare; quote for nightly lodging rate, quote for rental car or shuttle service; MapQuest or Google Maps printout showing total mileage; etc.
4. The travel advance must only be used for reimbursable travel expenses necessary in attending to District business.
5. A travel advance must not exceed 80% of the anticipated expenses unless actual payments have been made and are substantiated in which case a request for 100% will be considered, upon written request.
6. Employees with Cal Cards may not request advances.
7. If travel requires Board approval, no advance request will be processed until approved by the Board of Trustees.
8. All advances must be followed by a resubmission of the SBCCD Travel/Conference Request and Claim Form or by submitting an Expense Report in Oracle within thirty (30) calendar days of the trip end date. If an advance exceeds actual cost, the claimant must reimburse the District upon submission of the SBCCD Travel/Conference Request and Claim Form.
9. If the trip is cancelled, the requestor will return the advance to Fiscal Services within three (3) business days from the date of cancellation.
10. Employees and students may not have more than two (2) travel advances open at any given time. A travel advance request may be rejected if travel claims from a previous trip have not been submitted in accordance with these procedures.
11. By receiving a travel advance, the requestor authorizes the Payroll Department to automatically deduct the travel advance from the requestor's payroll check or place a hold on the requestor's student records (if applicable) should the requestor fail to return monies owed to the District or fail to submit a completed SBCCD Travel/Conference Request and Claim Form or Expense Report in Oracle in accordance with these procedures.

F. **Travel Claims**

1. Whenever travel is properly authorized and costs are incurred, a claim must be filed showing in detail

all actual expenditures. The claim must be submitted with all required claim support including:
- Proper approval to travel and the corresponding PR number(s) (Section A of the SBCCD Travel/ Conference Request and Claim Form);
- Conference literature; and
- Itemized receipts or invoices for all actual and eligible expenses. Mileage must be supported by a MapQuest or Google Maps printout showing total mileage.

Non-Oracle User: Each traveler must file his or her travel claim electronically by resubmitting the SBCCD Travel/Conference Request and Claim Form with all required claim support to ~~sbccdapd@sbccd.org~~sbccdapd@sbccd.edu (Accounts Payable Department).

Oracle User: Traveler must file his or her travel claim by submitting an Expense Report and attaching all required claim support in Oracle.

2. The traveler must certify that all amounts claimed were actual and necessary, and that only allowable expenses are included.
3. If the traveler paid for another employee's or student's expenses, and the expense is reimbursable, the traveler must obtain a signed waiver from each person for whom the traveler paid for. The signed waivers must be attached to the SBCCD Travel/Conference Request and Claim Form or the Expense Report when submitted.
4. **Non-Oracle User**: After the traveler has completed the SBCCD Travel/Conference Request and Claim Form, the form must be reviewed and electronically signed by the traveler's supervisor if the traveler is an employee, or the Responsibility Center Manager if the traveler is a student.
   Oracle User: Once an Expense Report is submitted, it will be automatically routed for proper approvals.
5. If total travel expenses (including any advances) exceed the approved cost estimate in Section A, a change order must be requested and approved by the Responsibility Center Manager to increase the purchase order.
6. Claims must be filed within thirty (30) calendar days after return from travel. Claims submitted after 30 calendar days may be denied. Traveler shall be reimbursed within forty five days (45) from claim submission.
7. A receipt must be an itemized bill or invoice from the vendor showing proof of payment (e.g. invoice stamped PAID or showing the amount of money received). A photocopy of a cancelled check showing both front and back can also be submitted with the vendor's itemized bill or invoice to prove the vendor was paid.

G. **Mileage**

Please refer to AP 7450 for mileage rate and calculation.

H. **Meals and Incidentals**

~~Reimbursement~~**Non Cal-card holders** shall be ~~based~~ reimbursed at the per diem rate for all days of business travel, and no receipts for meals and incidentals will be required.

Cal-card holders will choose (on a per conference basis) from the following two options for reimbursement by marking their preference on the Travel/Conference Request & Claim Form.
1) I choose to be reimbursed at the per diem rate for meals and incidentals; I will not use a Cal-card for these expenses and no receipts will be required.

2) I choose to use my Cal-card for meals and incidentals; I will provide itemized receipts and will limit spending to the per diem rate.

SBCCD follows per diem rates for the San Francisco area as established by the U.S. General Services Administration (www.gsa.gov/perdiem). The applicable GSA per diem rates shall apply for all days of business travel~~. The rates shall~~ and be updated in accordance with GSA ~~per diem~~ adjustments, which normally occur annually. ~~Meals are not reimbursable if provided at the conference or event. Itemized receipts are not required for meals. Cal-card users will be reimbursed for meal expenses that appear on the Cal-card statement up to the per diem rate.~~ Incidentals include fees and tips given to porters, baggage carriers, and hotel staff.

I. **Lodging**

Travelers are expected to use lodging that is necessary and reasonable, selecting the lowest standard room rates available. Travelers attending a conference should make reservations early enough to take advantage of conference rates.

Lodging shall be reimbursed for authorized overnight travel. Reimbursement shall not exceed the rate for single occupancy lodging. Itemized bills, showing all charges with proof of payment is required. Reimbursable lodging expense include room rental charges, fees and taxes; internet access fees; fax fees and business related phone usage.

J. **Transportation**

Private or other mode of transportation shall not exceed the lowest cost of air transportation to the same destination. Purchasing refundable airline tickets is prohibited, unless there is a valid business reason and it is approved by a supervisor.

Streetcar, ferry, taxi and bus fares, bridge and road tolls, mileage for one round trip to nearest airport, or parking charges incurred while on approved travel may be claimed for reimbursement when properly itemized. Receipt is required.

Toll fees only payable by Internet must be paid by the traveler and are reimbursable.

Necessary rental car expenses (including fuel and insurance) are reimbursable, not to exceed the costs of Compact class cars, unless there is a valid business reason and it is approved by a supervisor.

Itemized receipts for all transportation expenses are required.

K. **Registration/Conference Fees**

Event registration fees will only be reimbursed if the event is related to the traveler's employment at the District and for the benefit of the District. Student travel must serve an educational purpose. Itemized receipts are required.
Conference literature must be submitted with the SBCCD Travel/Conference Request and Claim Form, or attached to the Expense Report in Oracle. Conference literature must include the cost, dates, location of the event, and the conference agenda, program, or description.

L. **Miscellaneous Expenses**

Miscellaneous expenses are reimbursable when they are ordinary and necessary to accomplish the official business purpose of a trip. Explanation for these expenses must be attached. Itemized receipts are required. These expenses include reasonable telephone charges, internet charges, and postage, only if necessary for business purposes. These expenses do not include personal expenses such as toothpaste, razor blades, or laundry.

M. **Unallowable Travel Expenses**

Travel expenses which are not "actual and necessary" shall not be reimbursed. Examples are alcohol; personal domestic ATM/credit card fees; traffic, parking or toll citations; movie rentals; personal phone calls; early check in fees; fees for social/recreational activities; and gratuities in excess of 20%.

No reimbursement for lodging or subsistence shall be paid to an employee for travel to a destination for his/her own convenience in advance of the necessary time of arrival, or if he/she remains at the destination following a meeting/conference.

N. **Federal Awards Requirements**

The District reimburses expenses for transportation, lodging, and related items incurred by employees who travel on official business of the District. For travel associated with federal awards, costs incurred by employees and officers must be reasonable and otherwise allowable to the extent such costs do not exceed charges normally allowed by the District in its regular operations as the result of the District's written travel policy.

If the District charges these costs directly to a federal award, documentation justify that participation of the individual is necessary to the federal award, and that costs are reasonable and consistent with District's travel policy.

Reference:

Education Code Section 87032

Code of Federal Regulations, Title 2, 200.474

Attachments

AP 2735 Board Member Travel.docx
AP 7400 Travel- Comments
AP 7400 Travel- Legal Citations
SBCCD - Overview for Legal Update 31 Final Version.docx

Approval Signatures

Step Description	Approver	Date

Current Status: *Active* **PolicyStat ID:** *6761129*

Origination:	*10/2007*
Last Approved:	*07/2019*
Last Revised:	*07/2019*
Next Review:	*07/2029*
Owner:	*Human Resources Human Resources*
Policy Area:	*Chapter 7 Human Resources*
References:	*Legally Required*

BP 7400 Travel

(Replaces current SBCCD BP 7400)

The Chancellor is authorized to attend conferences, meetings and other activities that are appropriate to the functions of the District.

The Chancellor shall establish procedures regarding the attendance of other employees at conferences, meetings, or activities. The procedures shall include authorized expenses, advance of funds, and reimbursement.

If total estimated travel expenses exceed $5,000 per person, or travel is outside the contiguous United States, travel must have prior Board approval.

Reference:

Education Code Section 87032; Government Code Section 11139.8

Attachments

- BP 2735 Board Member Travel.docx
- BP 7400 Travel- Comments
- BP 7400 Travel- Legal Citations
- SBCCD - Overview for Legal Update 31 Final Version.docx

Approval Signatures

Step Description	Approver	Date
	Policy Stat	08/2019
	Policy Stat	08/2019

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Stacey K. Nikac, Administrative Officer

DATE: June 11, 2020

SUBJECT: Final Approval of Board Policies

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.

BP 2015 Student Trustees
BP 2210 Officers
AP/BP 2305 Annual Organizational Meeting
BP 2310 Regular Meetings of the Board
AP/BP 2320 Special & Emergency Meetings
AP/BP 2435 Evaluation of the Chancellor
BP 2725 Board Member Compensation
AP/BP 2730 Board Member Health Benefits
AP/BP 2735 Board Member Travel
BP 2745 Board Self-Evaluation
AP/BP 3505 Emergency Response Plan
AP/BP 4103 Work Experience
AP/BP 4400 Community Services Programs
AP/BP 6320 Investments
AP/BP 6530 District Vehicles
*AP/BP 7210 Academic Employees (Academic Rank)

OVERVIEW

The SBCCD has a process of continuous review of its Board Policies and Administrative Procedures to ensure compliance with Title 5, California Education Code and current district/college needs. The attached policies and procedures have been modified and or reviewed and have gone through the collegial consultation process as outlined in Board Policy 2410.

ANALYSIS

The Board approved first reading on May 14, 2020. The changes to these policies include requirements of the Education Code, current laws, and those determined to be necessary for the efficient operation of the district.

*AP 7210: The District is asking the board to provide a final approval for the new language regarding advancement in rank. The Academic Senates at both colleges worked together on this AP and District Assembly has approved the new language. This language impacts the two college catalogs and professional documents faculty will need in preparation for the fall semester. To meet the catalog print deadlines, the District is requesting the board review and provide final approval for the advancement in rank language.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

None.

Current Status: *Draft* **PolicyStat ID:** *7964300*

Origination:	*N/A*
Last Approved:	*N/A*
Last Revised:	*N/A*
Next Review:	*N/A*
Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Legally Required*

BP 2015 Student Trustees

(Replaces current SBCCD BP 2060 and 2070)

The Board of Trustees shall include two (2) non-voting student members (one representing each college in the District). The term of office shall be one year commencing ~~at the first Board meeting in~~ June ~~and terminating on the last Board meeting in May of each academic year~~1.

The student member shall~~, during the term of service,~~ be enrolled in and maintain a minimum of five (5) semester units in the District at the time of nomination and throughout the term of service. The student member is not required to give up employment with the District. The student shall maintain a 2.0 grade point average (GPA) during the term of office.

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

~~The student trustees have the responsibility to be contributing and ethical members of the board.~~

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

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

Pursuant to Education Code Section 72023.5, on or before May 15 of each year, the Board of Trustees shall consider whether to afford the student trustees any of the following privileges:

- The privilege to receive compensation for meeting attendance at a level of $~~200~~210 per month. In the event a student trustee has an unexcused absence to a required meeting, the compensation shall be prorated for the pay period.
- The privilege to make and second motions.
- The privilege to attend closed sessions, other than closed sessions on personnel or collective bargaining matters~~, at the discretion of the Board of Trustees~~.
- The privilege to ~~vote in~~cast an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the Board.
- The privilege to serve a term commencing on May 15.

Current Status: *Draft* **PolicyStat ID:** *7863036*

Origination:	*N/A*
Last Approved:	*N/A*
Last Revised:	*N/A*
Next Review:	*N/A*
Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Legally Required*

BP 2210 Officers

(Replaces current SBCCD BP 2100)

At the annual organizational meeting (See BP 2305 titled Annual Organizational Meeting), the Board of Trustees shall elect officers from among its members. The terms of officers shall be for one year, beginning the following January 1 through December 31.

Duties of the ~~President~~Chair of the Board:

1. Preside over all meetings of the Board;
2. Call emergency and special meetings of the Board as required by law;
3. Consult with the Chancellor on the Board meeting agendas;
4. Communicate with individual Board members about their responsibilities;
5. Participate in the orientation process for new Board members as outlined in the Board Orientation Handbook; The ~~President~~Chair is ultimately responsible for the orientation process of new board members and student trustees.
6. Assure Board compliance with policies on Board education, Board self-evaluation, and evaluation of the Chancellor;
7. Represent the Board at official events or ensure Board representation.
8. The Board ~~President~~Chair may contact District legal counsel regarding business of the District as necessary and the Board ~~President~~Chair will provide a report to the Board and Chancellor.
9. The ~~President~~Chair has the right to vote on all issues and to participate in the discussions. (Note: This is an exception to Robert's Rules of Order.)
10. The Board ~~President~~Chair shall establish ad hoc committees to comply with Board Policies and deadlines.
11. When applicable, the Board ~~President~~Chair will orient the incoming Board ~~President~~Chair in duties and responsibilities.
12. The Board ~~President~~Chair will attend a New Board Chair Workshop hosted by the California Community College League in January.

Duties of the Vice ~~President~~Chair of the Board:

1. To perform in the absence of the ~~President~~Chair, all the duties of the ~~President~~Chair;

2. To attest the signature of the ~~President~~Chair or other members of the Board on contracts, agreements, deeds, leases, and other legal documents not delegated to the Chancellor or other officers of the District;
3. To attest to the signature of the ~~President~~Chair or other members of the Board on all other documents of the District when the attestation is a legal requirement.

Duties of the Clerk of the Board:

1. To perform in the absence of the ~~President~~Chair, or the Vice ~~President~~Chair all the duties of the ~~President~~Chair;
2. To attest the signature of the ~~President~~Chair or other members of the Board on contracts, agreements, deeds, leases, and other legal documents not delegated to the Chancellor or other officers of the District;
3. To attest to the signature of the ~~President~~Chair or other members of the Board on all other documents of the District when the attestation is a legal requirement;
4. To certify copies of records of the District as required.
5. Monitor calendar deadlines pertinent to the Board and report them to the Board ~~President~~Chair and the Board.

Board Secretary

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

Duties of the Secretary to the Board:

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

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

Reference:

Education Code Section 72000

Attachments

BP 2210 Officers - Comments
BP 2210 Officers - Legal Citations

Current Status: *Draft* **PolicyStat ID:** *7863047*

Origination:	*N/A*
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Next Review:	*N/A*
Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Good Practice/Optional*

AP 2305 Annual Organizational Meeting

~~*New Administrative Procedure*~~

~~A. Election of officers takes place at the Board's Annual Meeting~~

~~a. The offices of president, vice president, and clerk will be elected by the board of trustees. The executive board is comprised of these officers.~~

~~b. New officers will begin their term of service at the first meeting of the board in January of the next year~~

~~B. Prior to the first board meeting in January, the outgoing board president and the newly elected board president will meet together to discuss:~~

~~a. Duties of the board officers, especially the president~~

~~b. Board policy dates pertinent to the function of the board~~

~~i. Evaluation of the Chancellor~~

~~ii. Board self-evaluation~~

~~iii. Any current ongoing discussions with the Chancellor~~

Recommend deleting AP 2305 as Officers of the Board and their duties are found in BP 2210.

Attachments

No Attachments

Current Status: *Draft* **PolicyStat ID:** *7863055*

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Next Review:	*N/A*
Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Legally Required*

BP 2305 Annual Organizational Meeting

(Replaces current SBCCD BP 2100)

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

The annual organizational meeting of the Board is held at the regular meeting during the first two weeks of December.

In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. See BP 2100 Board Elections.

The purpose of the annual organizational meeting is to elect a ~~president~~chair, vice ~~president~~chair, and a clerk, and conduct any other business as required by law or determined by the Board. See BP 2200 Officers of the Board.

Reference:

Education Code ~~Section~~5017 and 72000(c)(2)(A)

Attachments

BP 2305 Annual Organizational Meeting - Comments
BP 2305 Annual Organizational Meeting - Legal Citations

Current Status: *Draft* **PolicyStat ID:** *7863057*

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Owner:	*Policy Stat*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Legally Required*

BP 2310 Regular Meetings of the Board

(Replaces current SBCCD BP 2120)

All regular and special meetings of the Board of Trustees are open to the public, must be accessible to persons with disabilities, and comply with the Brown Act provisions, except as otherwise required or permitted by law.

A notice identifying the location, date, and time of each regular meeting of the Board shall be posted prior to the meeting and shall remain posted until the day and time of the meeting, as required by law.

All regular meetings of the Board shall be held within the boundaries of the District except in cases where the Board is meeting with another local agency or is meeting with its attorney to discuss pending litigation if the attorney's office is outside the District. Meetings will be held in the SBCCD Boardroom, ~~114 S~~550 E. ~~Del Rosa Avenue~~Hospitality Ln., Suite 200, San Bernardino, California, 92408, or as otherwise posted. Meetings will begin at 4:00 p.m. or as otherwise posted. Individuals who may wish to place a matter on the agenda or speak on an agenda item may do so by following the procedures outlined in AP 2340 titled Agendas and AP 2345 titled Public Participation at Board meetings.

Recessed Meetings

Meetings may be recessed by the ~~President~~chair with the consent of the majority of the Board members present.

~~Study~~Strategy Sessions

The Board may hold strategy sessions open to the public for the study ~~sessions open to the public for the study~~ of general topics of interest to the Board or the community in the operation of the District Board procedures and programs.

Hearing on the Budget

A public hearing of the budget shall be held in conjunction with the September Board Meeting prior to adoption of the budget as provided by law.

Taking Action on Items not on the Agenda

The Board may only take action on items not posted on the agenda by a two-thirds vote or a unanimous vote when a simple majority exists under the following conditions (a) an emergency situation exists; (b) there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted; and (c) the item was continued from a previous meeting to the meeting at which action is being taken.

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Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Legally Required*

AP 2320 Special and Emergency Meetings

Special Meetings

Whenever a special meeting of the Board of Trustees is called, the Chancellor shall cause the call and notice to be posted at least 24 hours prior to the meeting in a location freely accessible to the public.The Chancellor shall also ensure that the following notices of the meeting are delivered either personally or by other means:

- Written notice to each member of the Board, including the student trustees.
- Written notice to each local newspaper of general circulation, and each radio or television station that has previously requested in writing to be provided notice of special meetings.

The written notice must be received at least 24 hours before the time of the meeting as set out in the notice. The notice shall specify the time and place of the special meeting and the business to be transacted or discussed.

Emergency Meetings

Whenever an emergency meeting of the Board of Trustees is called, the Chancellor shall cause notice to be provided by telephone at least one hour prior to the meeting to each local newspaper of general circulation and each radio or television station that has requested notice of special meetings.If telephone services are not functioning, the Chancellor shall provide the newspapers, radio stations, and television stations with information regarding the purpose of the meeting and any action taken at the meeting as soon after the meeting as possible.

References:

Education Code Sections 72023.5 and 72129;
Government Code Sections 54956 and 54956.5

Attachments

AP 2320 Special and Emergency Meetings - Comments
AP 2320 Special and Emergency Meetings - Legal Citations

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Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Legally Required*

BP 2320 Special and Emergency Meetings

(Replaces current SBCCD BP 2120)

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

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

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

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

References:

Education Code Section 72129;
Government Code Sections 54956, 54956.5, and 54957

Attachments

BP 2320 Special and Emergency Meetings - Comments
BP 2320 Special and Emergency Meetings - Legal Citations

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Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Good Practice/Optional*

AP 2435 Evaluation of the Chancellor

(Replaces current SBCCD AP 2175)

A. **Frequency of Evaluation**
The Chancellor will be evaluated at least annually in accordance with BP 2435 titled Evaluation of the Chancellor.

B. **Evaluation Committee**
~~By October 1~~If necessary, ~~each year,~~ the Board and the Chancellor will meet and mutually agree upon the formation of a Board Evaluation Ad-Hoc Committee.

The Board ~~of Trustees~~ Evaluation Ad-Hoc Committee and/or consultant agreed upon by the Board will seek written feedback from every manager, academic and classified senate presidents, CTA and CSEA presidents, permanent employees, and community representatives as agreed upon by the Chancellor and the Board.

~~Additionally, written feedback will be requested from all permanent employees.~~

~~A minimum of three (3) weeks will be given to return the written feedback to the person designated by the Board.~~

~~The form(s) will be formulated by the Board of Trustees Evaluation Committee and will be approved by the Board.~~

~~Each member of the Board will complete an evaluation of the Chancellor using a form agreed upon by the Board.~~

~~A consolidated evaluation summary will be prepared by the Board of Trustees Evaluation Committee and/or consultant within six (6) weeks of the start of the evaluation process.~~

Evaluation instruments, if used, will be approved by the Board and distributed a month prior to the session, and completed separately by each voting board member.

The final evaluation will be a composite of the evaluations by individual board members and shall be furnished in advance to the Chancellor. The Board, as a whole, will meet with the CEO to discuss the final evaluation.

The evaluation shall be signed by all members of the Board. The Chancellor shall receive a copy of the evaluation report, and will have ~~60~~an opportunity to attach a written response within fifteen working days ~~to give the Chancellor the official~~. This response may offer clarification, additional information, or a rebuttal. There will be only three copies of a completed evaluation. ~~The evaluation shall be signed by all members of the Board. The~~One copy will remain in the possession of the Chancellor ~~shall receive a~~one copy ~~of the evaluation report, and~~ will ~~have an opportunity to attach a written response within fifteen working days. This~~

~~response may offer clarification, additional information, or a rebuttal. There will be only three copies of a completed evaluation. One copy will~~ remain ~~in the possession of the Chancellor one copy will remain~~ with the Board's attorney, and the original will become a part of the official file in the Human Resources Office.

~~As part of the evaluation meeting, the Board and the Chancellor will set new short- and long-term goals and objectives.~~

Mutually agreed-upon goals, priorities, tasks, and/or objectives for the following year will be identified at the close of the annual evaluation process.

Reference:

ACCJC Accreditation Standard IV.C.3 (formerly IV.A)

Attachments

AP 2435 Evaluation of the Chancellor - Comments
AP 2435 Evaluation of the Chancellor - Legal Citations

Current Status: *Active* **PolicyStat ID:** *4085731*

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Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Legally Required*

BP 2435 Evaluation of the Chancellor

(Replaces current SBCCD BP 2175)

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

The Board shall evaluate the Chancellor using an evaluation process developed and jointly agreed to by the Board and the Chancellor.

The criteria for evaluation shall be based on Board policy, the Chancellor job description, and performance goals and objectives developed in accordance with BP 2430 titled Delegation of Authority to the Chancellor.

Reference:

ACCJC Accreditation Standard IV.C.3 (formerly IV.B.1)

Attachments

BP 2435 Evaluation of the Chancellor - Comments
BP 2435 Evaluation of the Chancellor - Legal Citations

Approval Signatures

Step Description	Approver	Date
Board of Trustees 2nd reading	BOT Board of Trustees: [SN]	06/2018
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District Assembly Recommendation	District Assembly District Assembly: [SN]	11/2017
District Assembly 1st reading	District Assembly District Assembly: [SN]	11/2017
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Chapter owners are notified	Board Board: [SN]	10/2017

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Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Good Practice/Optional*

BP 2725 Board Member Compensation

(Replaces current SBCCD BP 2230)

Members of the Board of Trustees who attend all Board meetings shall receive $~~400~~420 per month and the student trustee(s), $~~200~~210 per month. A member of the Board who does not attend all meetings held by the Board in any month shall receive, as compensation, an amount not greater than the pro rata share of the number of meetings actually attended.

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

The Board may, on an annual basis, increase the compensation of Board members beyond the statutory formula, in an amount not to exceed five (5) percent based on the present monthly rate of compensation. Any increase is subject to rejection in a referendum by a majority of the voters in the District and shall be in accordance with the procedures set forth in Education Code Section 72024.

Reference:

Education Code Section 72024

Attachments

BP 2725 Board Member Compensation - Comments
BP 2725 Board Member Compensation - Legal Citations

Current Status: *Draft* **PolicyStat ID:** *7863065*

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Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Legally Required*

AP 2730 Board Member Health Benefits

(Replaces current SBCCD AP 2240)

~~Board of Trustees members may be provided health and welfare benefits in accordance with Education Code Section 72425 and Government Code Section 53201. Pursuant to the Government Code, former members of the Board may continue to participate in the District's health benefits programs upon leaving the Board if the following criteria are met:the member must have begun service on the Board after January 1, 1981; the member must have been first elected to the Board before January 1, 1995; and the member must have served at least 12 years.All other former Board members may continue to participate in the District's health benefits programs on a self-pay basis.~~
~~The following benefits are available:~~

Members of the Board of Trustees may be provided health and welfare benefits in accordance with Government Code Sections 53201 and 53208.5. The following benefits are available:

A. **Medical**

Each member of the Board may be covered under the District's medical/hospitalization plan.

B. **Dental**

Each member of the Board may be covered under the District's dental plan.

C. **Life Insurance**

Each member of the Board may be covered under the District's life insurance plan.

~~D. **PERS Retirement**~~

~~Board members that were elected prior to January 1, 1991 that have elected to contribute to PERS are eligible to apply for retirement benefits in accordance with the PERS retirement plan.~~

Reference:

Government Code Section 53201 and 53208.5

Current Status: *Draft* **PolicyStat ID:** *7863067*

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Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Legally Required*

BP 2730 Board Member Health Benefits

(Replaces current SBCCD BP 2240)

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

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

~~References:~~

References:

Government Code Sections 53201 and 53208.5

Attachments

BP 2730 Board Member Health Benefits - Comments
BP 2730 Board Member Health Benefits - Legal Citations

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Owner:	*BOT Board of Trustees:*
Policy Area:	*Chapter 2 Board of Trustees*
References:	*Good Practice/Optional*

AP 2735 Board Member Travel

~~*(Replaces current SBCCD AP 2250)*~~

A. **Definition**

Travel includes attendance at workshops, seminars, conventions, or other meetings of interest to the District.

B. **Approval**

Any travel, which involves reimbursable expenses in excess of $1,000, and all travel outside of California shall be approved by the Board prior to the onset of the travel.The Board President or other Board member as designated must approve travel within the state with reimbursable expenses less than $1,000. The Board President or designee shall sign all travel requests. The Board must ratify any exception.

C. **Travel for Student Trustees**

Student Trustees are encouraged to attend conferences locally and nationally. Conferences are limited to those with specific components for Student Trustees.

D. **General Reimbursement**

Board members shall be reimbursed for actual and necessary expenses incurred in attending meetings and conferences, and while performing services approved by or directed by the Board. The allocation for Board travel will be determined during the budget planning process and will be approved in the annual budget.

E. **Meals and Incidentals**

Maximum reimbursement shall be based upon flat rate daily per diem rates for the Los Angeles-Orange County area as established by the U.S. General Services Administration (www.gsa.gov/perdiem).The applicable GSA daily per diem rates shall apply for full days of travel.For first and last days of travel, 75% of the applicable GSA daily per diem rates will apply. The rates shall be updated in accordance with GSA per diem adjustments, which normally occur annually. Reimbursement shall be based upon actual and necessary meal costs, including tax and gratuity. A maximum acceptable gratuity is 20% of allowable meal expenses and taxes. Itemized receipts are required.

F. **Lodging**

Lodging shall be reimbursed for authorized overnight travel.Reimbursement shall not exceed the rate for single occupancy lodging.Reimbursable lodging expense include room rental charges, fees and taxes; internet access fees; fax fees and business related phone usage.

G. **Transportation**

Private or other mode of transportation shall not exceed the lowest of air transportation to the same destination. Streetcar, ferry, taxi and bus fares, bridge and road tolls, or parking charges incurred while on

~~approved travel may be claimed for reimbursement when properly itemized on claim forms.~~

H. **~~Registration~~**
~~Registration fees are authorized.~~

I. **~~Conference Fees~~**
~~Conference fees for specific events shall be reimbursed, except cost of conference sponsored or unsponsored activities,which are essentially entertainment, or non business shall not be reimbursed.~~

J. **~~Travel Claims~~**

1. ~~Whenever travel is properly authorized and costs are incurred, a claim may be filed using a standard Purchase Requisition and Travel Claim Form, which shows in detail all expenditures, incurred. Invoices or proof of payment (receipts) shall be attached to the claim for all expenditures except mileage.~~
2. ~~The claimant shall certify by signature that all amounts claimed were actual and necessary. The Chancellor, or his/her designee, shall be required to review and approve each travel claim. Claims shall be filed within thirty (30) days after return from travel.~~

K. **~~Travel Advances~~**

1. ~~A travel advance must be requested on the Travel Claim Form and requires approval by the Chancellor or his/her designee. A travel advance shall not exceed 80% of the anticipated expense unless conference literature, travel reservations, and hotel brochures are submitted which indicate actual cost, in which case a request for 100% will be considered.~~
2. ~~All advances must be followed by a resubmission of the Travel Claim Form within thirty (30) days after completion of travel whether or not the claim exceeds the advance. An advance made shall be deducted from the subsequent travel claim.If an advance exceeds actual cost, the claimant shall reimburse the District for the excess amount within the thirty (30) days prescribed above.~~

L. **~~Porterage~~**
~~Reasonable porterage or baggage handling costs is allowed.~~

M. **~~Out-of-State Travel~~**
~~All out-of-state travel shall receive prior authorization by the Board. The request shall be accompanied by a complete explanation of the college business purpose to be served.~~

Per Board Policy 2735, Board member travel requests shall be made in accordance with the District's travel request and approval processes. Please reference AP 7400 regarding those processes.

Reference:

Education Code Section 72423; Government Code Section 11139.8

Attachments

AP 2735 Board Member Travel - Comments
AP 2735 Board Member Travel - Legal Citations
AP 7400 Travel.docx
SBCCD - Overview for Legal Update 31 Final Version.docx

Current Status: *Active* **PolicyStat ID:** *3958054*

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Policy Area:	*Chapter 2 Board of Trustees*
References:	*Legally Required*

BP 2735 Board Member Travel

(Replaces current SBCCD BP 2250)

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

Also see BP/AP 7400 titled Travel

Reference:

Education Code Section 72423; Government Code Section 11139.8.

Attachments

- BP 2735 Board Member Travel - Comments
- BP 2735 Board Member Travel - Legal Citations
- BP 7400 Travel.docx
- Overview for Legal Update 31 Final Version.docx

Approval Signatures

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Policy Area:	*Chapter 2 Board of Trustees*
References:	*Legally Required*

BP 2745 Board Self-Evaluation

(Replaces current SBCCD BP 2020)

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

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

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

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

If an instrument is used, all Board members will be asked to complete the evaluation instrument and submit them to the Office of the Chancellor and/or consultant.

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

1. ~~The Board and the Chancellor shall establish Goals and Objectives to be accomplished each fiscal year.~~
2. ~~A report will be completed by the Chancellor to report on the accomplishments of he Board Goals and Objectives at the end of the fiscal year.~~
3. ~~The Board shall develop an evaluation instrument jointly with the assistance of the Chancellor and/or designee that will address functions and responsibilities of the Board.~~
4. ~~Each Board member will complete the self-evaluation instrument and submit it to the Chancellor.~~
5. ~~The Chancellor shall synthesize the annual report and the self-evaluation and the information shall be shared with the Board.~~
6. ~~The Board shall meet in open session to complete a final review and assessment of the Board.~~

Reference:

ACCJC Accreditation Standard IV.C.10 (formerly IV.B.1.e & g)

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	Chancellor's Cabinet:
Policy Area:	*Chapter 3 General Institution*
References:	*Legally Required*

AP 3505 Emergency Response Procedures

(Replaces current SBCCD AP 3740)

EMERGENCY ~~RESPONSE AND EVACUATION~~COMMUNICATION PROCEDURES

~~General information about the emergency response and evacuation procedures for the District are publicized each year as part of the District's Clery Act compliance efforts and that information is available www.sbccd.org/District_Police/Clery_Act.~~

All members of the campus community are notified on an annual basis that they are required to notify the San Bernardino Community College District Police Department (SBCCD PD) of any incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and employees ~~on~~in the District. The SBCCD PD has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, SBCCD PD has a responsibility to respond to such incidents to determine if the situation does, in fact, pose a threat to the campus~~. The SBCCD PD has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the SBCCD PD personnel have responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the~~ community. If so, federal law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation.

Upon confirmation or verification by the SBCCD PD that a legitimate emergency or dangerous situation involving an immediate threat to the health or safety of students or employees is occurring in the District or on campus, the SBCCD PD will, without delay, take into account the safety of the community, initiate emergency procedures, determine the content of any notifications, and deploy the District~~ will, without delay, take into account the safety of the community and determine the content of notifications and initiate the District~~'s Emergency Notification System (ENS) unless issuing a notification will, in the judgment of the first responders (including, but not limited to SBCCD PD~~ perspnnel~~), compromise the efforts to assist a victim, or to contain, respond to, or otherwise mitigate the emergency.~~ District, SBCCD PD and Campus Personnel will determine the content of messaging and will use some or all of the systems described below to communicate the threat to the campus community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.~~

~~In the event of a serious incident that poses an immediate threat to members of the campus community, the District ENS has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an immediate threat to the campus community. These methods of communication include network e-mails, emergency text messages that can be sent to a~~

~~mobile phone or other digital device (individuals can sign up for this service on the District website), the public address system, phone calling trees, the district website and scrolling emergency messages on District connected computers. The SBCCD PD will post updates during a critical incident on the District website at www.sbccd.org. Individuals can call the District's recorded information telephone line at (909) 382-4002 for updates.~~

~~The District's ENS has the ability to send text messages to the personal mobile phones of faculty, staff and students who opt in to the system via our website.~~

When reasonable, a consultation group will be responsible for initiating emergency procedures and/or issuing an ENS message. The consultation group consists of some or all of the following: the Chief of Police or designee, the Chancellor or designee, the involved Campus President or designee, the involved campus and/or District Public Information Officer, and other stakeholders when needed. They shall work in consultation to initiate emergency procedures and/or issue an ENS message if reasonable and possible. While efforts are made to confer with the consultation group prior to initiating emergency procedures and/or issuing an ENS message, the Chief of Police or designee or the involved Campus President or designee has authority to initiate emergency procedures and/or issue an ENS message without consultation when necessary to ensure the safety of the campus community.

The District ENS is comprised of several components designed for rapidly communicating information to the entire District, a particular campus, or particular segments of the campus community.

In the event a serious incident poses an immediate threat to members of the campus community or segment of the campus community, the SBCCD PD will use some or all of the ENS components described below to communicate that threat to the campus community or to the appropriate segment of the community. These ENS communication components include:

- Network e-mail
- SMS text messages sent to mobile phones or other digital devices (requires individuals to "opt in" to receiving SMS messaging via WebAdvisor)
- Live voice broadcasts through on-campus speakerphones
- Public address systems
- Posted information on District and/or College websites
- Social media sites and applications
- Scrolling emergency messages on District connected computers
- Hand-held radios
- Recorded voice messages: (909) 382-4002
- Phone calling trees

During a critical incident, the SBCCD PD will ensure updated information is provided at established regular intervals using any or all of the ENS components.

General information about the emergency response and evacuation procedures for the District are publicized each year as part of the District's Clery Act compliance efforts and that information is available at www.sbccd.org/District_Police/Clery_Act.

The involved campus and/or District~~'s Director of Marketing~~ Public Information Officer will be responsible for the dissemination of emergency information to the larger community (including external community members and stakeholders) through press conferences, ~~Public Affairs & Governmental Relations will be responsible for the dissemination of emergency information to the larger community through~~news releases, social media outlets, cell phone alerts, website announcements, radio, and TV alerts.

The following is a list of situations where one might expect an ENS message:

- Active Shooter/Armed Intruder
- Earthquake
- Wildfire
- Utility interruption
- Terrorist incident
- Bomb threat
- Civil unrest or rioting
- Explosion
- Approaching extreme weather
- Campus closure
- Emergency preparedness drills
- Other incident or situation requiring rapid communication of life safety information

The recipients of ENS messages are responsible for providing and updating their personal emergency contact information with the District. All members of the District community are encouraged to include their cellular phone number and "opt in" to receive ENS messages via text, which is the quickest form of communication.

TESTING EMERGENCY RESPONSE AND EVACUATION PROCEDURES

~~An evacuation drill is coordinated by the College Lead Safety Officers and the SBCCD PD two (2) times per year for all facilities on campus. During exercises, students, faculty and staff learn the locations of the emergency exits in campus building and are provided guidance about the direction they should travel when exiting each facility for a short-tem building evacuation.~~

A minimum of two (2) evacuation drills for all facilities at each District site are scheduled annually and coordinated by the Site Safety Officers and the SBCCD PD to test emergency response and evacuation procedures, as well as to assess and evaluate emergency evacuation plans and capabilities. During these exercises, students, faculty, and staff are provided guidance by trained staff members and learn the location of building emergency exits, building exit pathways, and exterior building evacuation locations.

Evacuation drills are monitored by the ~~College Lead~~Site Safety Officers and ~~the~~ SBCCD PD to evaluate egress and behavioral patterns. Exercise performance information is collected and After Action Reports (AAR) are prepared by participating departments ~~which~~in order to assess and evaluate emergency plans and capabilities, provide recommendations for improvement ~~as well as~~, and to identify deficient equipment so that repairs can be made immediately.

~~The District conducts announced and unannounced drills and exercises~~For each ~~year and conducts follow-through activities designed for assessment and evaluation of emergency plans and capabilities. The SBCCD PD and College Lead Safety Officers coordinate announced evacuation drills two times per year , as described above, to~~ test ~~the emergency response and evacuation procedures, and to assess and evaluate the emergency evacuation plans and capabilities. For each test~~ conducted, the Site Safety Officer and/or the SBCCD PD will document a description of the exercise, the date, time, and whether it was announced or unannounced. The District will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year.

PURPOSE

The ~~Emergency Procedures~~emergency procedures are the District's planned responses to all hazards on or ~~affecting the~~effecting each campus ~~or~~, District facilities, or the surrounding community. The ~~Emergency~~

~~Procedures~~emergency procedures will be activated by the ~~Chancellor (or their designated representative) or the SBCCD PD~~Chief of Police or designee, or Campus President or designee after consultation with the members of the consultation group as appropriate. The ~~Emergency Procedures~~emergency procedures detail actions and responsibilities for all employees of the District.

RESPONSIBILITY

Government Code Sections 3100-3101 state that all employees of the District are declared civil defense workers during emergencies, subject to such defense activities as may be assigned to them. Federal and state regulations ~~further state~~require that all employees of the District must be trained and qualified in specified Federal Emergency Management Agency (FEMA) courses depending on an employee's emergency response responsibilities.

EMERGENCY COMMAND POSTS (CIVILIAN AND LAW ENFORCEMENT)

~~The~~ Emergency Command Posts will be activated during emergency situations. ~~The~~After consultation with the members of the consultation group, the Chief of Police, Campus President, and/or the Chancellor , or their respective designee(~~or~~s), will activate their ~~designated representative) and the SBCCD PD Chief of Police (or their designated representative) will activate their respective~~local Emergency Command Posts and maintain effective communications between the ~~two~~ Command Posts. The Emergency Command Post staffs will direct the District's response to the emergency situation, coordination with each other, coordination with outside agencies, and requests for outside support. The Emergency Command Post staffs will be aided in their duties by District, college and SBCCD PD personnel.

The Command Posts shall jointly:

- ~~Declare a major emergency in the event of earthquake, explosion, flood, etc.~~

  Declare a major emergency in the event of earthquake, explosion, flood, etc.

- ~~Assess the overall disaster based on reports from area managers.~~

  Assess the overall disaster based on reports from area managers.

- ~~Initiate the emergency notification chain (call back of employees) if necessary.~~

  Initiate the emergency notification chain (call back of employees) if necessary.

- ~~Mobilize any additional staff to heavily damaged areas.~~

  Mobilize any additional staff to heavily damaged areas.

- ~~Determine the —"All-Clear" when the disaster is over.~~

  Determine the —"All-Clear" when the disaster is over.

All press releases will be prepared by the ~~Director of~~involved campus and/or District Public ~~and Governmental Relations~~Information Officer. In the absence of this person, the ~~key~~lead administrator will designate an individual responsible for this function.

PREPAREDNESS

The District's preparedness is based on pre-staged supplies, training and awareness, and emergency drills. All employees of the District will receive training in responding to and managing emergency situations according to federal and state laws and regulations. The best response to emergency situations is preparedness.

EMERGENCY TELEPHONE LIST

Please see the Confidential Administrative Staff Directory (i.e., confidential telephone list) with administrative personnel (including Executive and Senior Administrative Assistants) home phone numbers, cell phone numbers, and office phone numbers. This list is in the possession of all ~~Administrative Staff~~administrative personnel and is not published in a public document.

~~EMERGENCY NUMBERS~~

- ~~POLICE/FIRE/MEDICAL EMERGENCY: ---------- 911~~
- ~~SBCCD POLICE: ---------- (909) 384-4491~~
- ~~EMERGENCY MANAGEMENT OFFICE: ---------- (909) 382-4005~~
- ~~FACILITIES / MAINTENANCE - SBVC: ---------- (909) 384-8906~~
- ~~FACILITIES / MAINTENANCE - CHC: ---------- (909) 389-3384~~
- ~~SAN BERNARDINO POLICE DEPARTMENT: ---------- (909) 383-5311~~
- ~~SAN BERNARDINO CO. SHERIFF'S DEPT. ---------- (909) 918-2305~~
- ~~AMERICAN RED CROSS: ---------- (909) 888-1481~~
- ~~THE GAS COMPANY: ---------- (800) 427-2200~~
- ~~POISON CONTROL CENTER: ---------- (800) 222-1222~~
- ~~THE ELECTRIC COMPANY: ---------- (800) 611-1911~~

EMERGENCY ASSEMBLY AREAS

Emergency ~~Designated~~ Assembly areas have been determined and designated on each campus and at each District facility location, and are ~~shown~~indicated on ~~the Area~~location specific Evacuation ~~Map~~Maps. Assembly areas will be subject to change during ~~the~~ construction ~~period~~periods.

LEGAL RESPONSIBLITIES & DUTY ASSIGNMENTS

Legal responsibilities and duty assignments are listed in the District's Emergency Operations Plan (EOP).

EMERGENCY NUMBERS

- POLICE/FIRE/MEDICAL EMERGENCY:---------- 911
- SBCCD POLICE DEPARTMENT:---------- (909) 384-4491
- SBCCD OFFICE OF EMERGENCY SERVICES: ---------- (909) 382-4005
- FACILITIES/MAINTENANCE - SBVC: ---------- (909) 384-8965/8958
- FACILITIES/MAINTENANCE - CHC: ---------- (909) 389-3384/3217/3211
- SAN BERNARDINO POLICE DEPARTMENT (24/7 Non-Emergency Dispatch): ---------- (909) 383-5311
- YUCAIPA POLICE DEPARTMENT: ---------- (909) 918-2305
- SAN BERNARDINO CO. SHERIFF'S DEPT.(24/7 Non-Emergency Dispatch): ---------- (909) 790-3100
- AMERICAN RED CROSS - SAN BERNARDINO:

---------- (909) 888-1481

- SOUTHERN CALIFORNIA EDISON:
  ---------- (800) 611-1911
- SOUTHERN CALIFORNIA GAS COMPANY:
  ---------- (800) 427-2200
- CALIFORNIA POISON CONTROL CENTER:
  ---------- (800) 222-1222

ADDITIONAL RESOURCES

There are a number of additional resources that are available regarding crisis response. These include, but are not limited to, the following:

www.dhs.gov Department of Homeland Security

www.fema.gov Federal Emergency Management Agency

www.redcross.org American Red Cross

KVCR 91.9 FM San Bernardino, CA

KFRG 95.1 FM San Bernardino, CA

KOLA 99.9 FM San Bernardino, CA

KEZY 1240 AM San Bernardino, CA

KKDD 1290 AM San Bernardino, CA

KCAL 96.7 FM Redlands, CA

KLRD 90.1 FM Yucaipa, CA

KLYY 97.5 FM Riverside, CA

KGGI 99.1 FM Riverside, CA

KSPA 1510 AM Ontario, CA

KVFG 103.1 FM Victorville, CA

~~EMERGENCY PROCEDURES~~**EMERGENCY PROCEDURES**

AIRPLANE or VEHICLE CRASH

- ~~Call or have someone else call 911 immediately.~~

  Call or have someone else call 911 immediately.
- ~~Move staff, faculty, students and visitors away from immediate vicinity of the crash.~~

  Move staff, faculty, students and visitors away from immediate vicinity of the crash.
- ~~If necessary, evacuate staff, faculty, students and visitors to a safe evacuation area away from the crash scene.~~

  If necessary, evacuate staff, faculty, students and visitors to a safe evacuation area away from the crash scene.
- ~~Check to ensure that all staff, faculty, students and visitors have evacuated.~~

Check to ensure that all staff, faculty, students and visitors have evacuated.

- ~~Maintain control of staff, faculty, students and visitors to ensure a safe distance from the crash site.~~

  Maintain control of staff, faculty, students and visitors to ensure a safe distance from the crash site.

- ~~Document and report the names of individuals who are unaccounted for or absent.~~

  Document and report the names of individuals who are unaccounted for or absent.

- ~~If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.~~

  If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.

- ~~Remain in the evacuation area until further instructions are provided by SBCCD administration, district police, or other official emergency responders.~~

  Remain in the evacuation area and wait for further instructions, contact from SBCCD PD, official emergency responders, SBCCD administration, or an “ALL CLEAR” message distributed via the ENS.

ASSAULT/FIGHTING

- ~~Call or have someone else call 911 immediately.~~

  Call or have someone else call 911 immediately.

- ~~Approach in a calm manner and direct combatants to stop fighting.~~

  If safe to do so, verbally direct combatants to stop fighting.

- ~~DO NOT attempt to separate combatants during a physical altercation.~~

  DO NOT attempt to separate combatants during a physical altercation.

- ~~Try to keep combatants isolated from others, if possible, until Police arrive.~~

  Try to keep combatants isolated from others, if possible, until SBCCD PD arrive.

- ~~If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.~~

  If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.

CHEMICAL OR HAZ MAT SPILL

In the event of ANY spillage of a dangerous chemical or hazardous material:

- ~~Call or have someone call 911 immediately.~~
- ~~Evacuate the affected area at once, and if it is safe to do so, seal it off to prevent further contamination of other areas; stay upwind of any contamination.~~
- Evacuate the area as necessary for safety:
- Notify attending laboratory technician, faculty, staff, and/or supervisor of the spill
- If it is safe to do so, seal off the spill area to prevent further contamination of other areas; stay upwind of any contamination.

- Attending laboratory techniian, faculty, staff, and/or supervisor consult to determine proper cleanup is not safe, then call 911 for emergency response.
- Follow Chemical Hygiene Plan Protocols for notifications, containment, and cleanup/disposal.

Anyone who may become contaminated as a result of being in the immediate area affected by the spill should:

- ~~Avoid physical contact with others as much as possible.~~

  Avoid physical contact with others as much as possible.

- ~~Remain in the vicinity, and provide their names to first responders.~~

  Remain in the vicinity, and provide their names to first responders.

- ~~To the best of your ability and without re-entering the affected area, assist first responders in determining that everyone has been evacuated safely.~~

  To the best of your ability and without re-entering the affected area, assist first responders in determining that everyone has been evacuated safely.

- ~~DO NOT return to any affected area unless it has been declared safe to do so by SBCCD administration, district police, or other official emergency responders.~~

  DO NOT return to any affected area unless it has been declared safe by SBCCD PD, official emergency responders, SBCCD administration, or an “ALL CLEAR” message distributed via the ENS.

- ~~Required first aid and clean-up by specialized authorities should begin as soon as possible.~~

  Required first aid and clean-up by specialized authorities should begin as soon as possible.

FIRE

Upon discovery of an actual fire:

- ~~Pull a fire alarm if one is nearby.~~
- ~~Call or have someone else call 911 immediately and describe the location and size of the fire.~~

~~Evacuate the area if you are unable to put the fire out.~~

- Pull a fire alarm if one is nearby.
- Call or have someone else call 911 immediately and describe the location and size of the fire.
- Evacuate the area if you are unable to put the fire out.

- ~~Close all doors and windows to confine the fire and reduce oxygen—but DO NOT LOCK THEM.~~

  Close all doors and windows to confine the fire and reduce oxygen—but DO NOT LOCK THEM.

- ~~EVACUATE when the sound of the fire alarm is heard.~~

  EVACUATE when the sound of the fire alarm is heard.

- ~~DO NOT attempt to save possessions or collections at the risk of personal injury.~~

  DO NOT attempt to save possessions or collections at the risk of personal injury.

- ~~DO NOT USE ELEVATORS to evacuate a building.~~

  DO NOT USE ELEVATORS to evacuate a building.

- ~~Never allow the fire to come between you and the exit.~~

  Never allow the fire to come between you and the exit.

- ~~Report to an evacuation site away from the fire.~~

  Report to an evacuation site away from the fire.

- ~~Document and report the names of individuals who are unaccounted for or absent.~~

  Document and report the names of individuals who are unaccounted for or absent.

- ~~If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.~~

  If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.

- ~~DO NOT return to any affected area, building or facility unless it has been declared safe to do so by SBCCD administration, district police, or other official emergency responders.~~

  DO NOT return to any affected area, building or facility and wait for further instructions, contact from SBCCD PD, official emergency responders, SBCCD administration, or an “ALL CLEAR” message distributed via the ENS.

BOMB THREAT

If you receive a direct bomb threat via phone:

- ~~Ask someone else to call 911 immediately and discreetly relay any information you obtain from the caller to the 911 operator.~~

  Ask someone else to call 911 immediately and discreetly relay any information you obtain from the caller to the 911 operator.

- ~~Keep the caller on the phone as long as possible and ask the following questions:~~

  Keep the caller on the phone as long as possible and ask the following questions:

  - ~~When and where is the bomb right now?~~

    When and where is the bomb right now?

  - ~~When is the bomb going to explode?~~

    When is the bomb going to explode?

  - ~~What kind of bomb is it?~~

    What kind of bomb is it?

  - ~~What does it look like?~~

    What does it look like?

  - ~~Why did you place the bomb?~~

    Why did you place the bomb?

If a bomb threat alert is issued:

- ~~Check your immediate area for any suspicious devices, abandoned backpacks, boxes, etc. that do not belong to anyone or seem to be out of place.~~

  Check your immediate area for any suspicious devices, abandoned backpacks, boxes, etc. that do not belong to anyone or seem to be out of place.

- ~~Limit usage of cell phones, radios or fire alarm system due to risk of activating a device.~~

  Limit usage of cell phones, radios or fire alarm system due to risk of activating a device.

- ~~If a suspicious device or package is found … DO NOT TOUCH.~~

  If a suspicious device or package is found … DO NOT TOUCH.

- ~~Clear the immediate area and call 911 immediately from a safe distance.~~

  Clear the immediate area and call 911 immediately from a safe distance.

- ~~If directed by SBCCD administration, district police, or other official emergency responders, evacuate a safe distance away from buildings.~~

  If directed by SBCCD PD, official emergency responders, SBCCD administration, or an ENS message, evacuate a safe distance away from buildings.

- ~~Document and report the names of individuals who are unaccounted for or absent.~~

  Document and report the names of individuals who are unaccounted for or absent.

- ~~If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.~~

  If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.

EXPLOSION

- ~~Take cover under tables, desk, and similar places that will give protection against flying glass and debris.~~

  Take cover under tables, desk, and similar places that will give protection against flying glass and debris.

- ~~Call or have someone else call 911 immediately.~~

  Call or have someone else call 911 immediately.

- ~~If directed to do so by SBCCD administration, district police, or other official emergency responders, activate the fire alarm system and Evacuate from the building to a safe evacuation area.~~

  If directed to do so by SBCCD PD, official emergency responders, SBCCD administration, or an ENS message, activate the fire alarm system and evacuate from the building to a safe evacuation area.

- ~~Beware of falling debris and electrical wires as you evacuate.~~

  Beware of falling debris and electrical wires as you evacuate.

- ~~Document and report the names of individuals who are unaccounted for or absent.~~

  Document and report the names of individuals who are unaccounted for or absent.

- ~~If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and~~

~~visitors.~~

If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.

- ~~DO NOT return to any affected area, building or facility unless it has been declared safe to do so by SBCCD administration, district police, or other official emergency responders.~~

  DO NOT return to any affected area, building or facility unless it declared safe by SBCCD PD, official emergency responders, SBCCD administration, or an “ALL CLEAR” message distributed via the ENS.

ACTIVE SHOOTER / ARMED INTRUDER

IF AN ACTIVE SHOOTER, ARMED INTRUDER, OR WEAPONS ARE OBSERVED:

- ~~Immediately call or direct someone to call 911~~

  Immediately call or direct someone to call 911

- ~~Take note of the assailant(s) description/behavior/weapons and report the details to the 911 operator~~

  Take note of the assailant(s) description/behavior/weapons and report the details to the 911 operator

- ~~To increase everyone’s safety obey the verbal commands of any law enforcement personnel (i.e., *freeze, halt, stop, raise your hands*, etc.)~~

  To increase everyone’s safety obey the verbal commands of any law enforcement personnel (i.e., *freeze, halt, stop, raise your hands*, etc.)

There are three basic actions one should take in such a violent situation: Run, Hide, or Fight.

~~A. **Run** – Escape the area whenever possible and then notify authorities *only when it’s safe to do so.*~~

~~B. **Hide** – Get to a securable location where you can hide away from the assailants(s). Turn off any lights, stay quiet, and notify authorities *only if it’s safe to do so.*~~

~~*Note: If possible, you should r*emain in the secured location until law enforcement personnel have cleared the area and the police or SBCCD administration have given an all clear command to EVACUATE to a designated evacuation zone.~~

~~A. **Fight** – This is the option of last resort. If you’re unable to secure your hiding location, prepare to fight or use force against the shooter.~~

1. **Run** – Escape the area whenever possible and then notify authorities *only when it’s safe to do so.*
2. **Hide** – Get to a securable location where you can hide away from the assailants(s). Turn off any lights, stay quiet, and notify authorities *only if it’s safe to do so.*
   - *Note: If possible, you should remain in the classroom, or secured area, and wait for further instructions, contact from SBCCD PD, official emergency responders, SBCCD administration, or an “ALL CLEAR” message distributed via the ENS.*
3. **Fight** – This is the option of last resort. If you’re unable to secure your hiding location, prepare to fight or use force against the shooter.

To report a crime, suspicious person, suspicious situation, or for non-emergency inquiries call the SBCCD ~~Police Department~~PD at (909) ~~382-4491~~384-4491.

LOCKDOWN

LOCKDOWN is a security measure used to prevent an armed violent ~~intruders~~intruder from entering occupied ~~areas of~~ buildings and facilities, or areas of buildings and facilities, and to isolate students, faculty, staff, ~~faculty, students~~ and visitors from danger while on campus or at any ~~district~~District facility.

~~The order to LOCKDOWN will be communicated via the SBCCD emergency notification system, announcements made by instructors or workplace supervisors, or announcements made by Building Captains.~~

The order to LOCKDOWN shall be communicated via the SBCCD Emergency Notification System (ENS) to ensure wide and rapid distribution of the order. The LOCKDOWN order may be further announced or communicated by faculty, staff, students, and District or campus administrators.

~~Building Captains are designated individuals who are tasked with helping to respond appropriately to emergency situations.~~ In the event of an emergency, ~~Building Captains~~any District employee trained in emergency procedures will assist building occupants to respond ~~correctly~~appropriately to LOCKDOWN procedures.

~~If~~When a LOCKDOWN order is given, you should:

- ~~Immediately close and lock doors (if possible).~~

  Immediately close and lock all doors (if possible and safe to do so).

- ~~Close window shades or blinds if it appears safe to do so.~~

  Close all windows and lower/close all window shades or blinds (if possible and safe to do so).

- ~~Turn off the lights.~~

  Turn off the lights.

- ~~Block any hallway windows (in doors) if it appears safe to do so.~~

  Block any hallway in-door windows (if possible and safe to do so).

- ~~Move away from doors and windows, and get down on the floor to avoid discovery.~~

  Move away from doors and windows, and get down on the floor to avoid discovery.

- Silence all mobile devices (phones, tablets, laptops, etc.).

- ~~Assist those needing any special assistance.~~

  Assist those needing any special assistance.

- ~~Document and report the names of individuals who are unaccounted for or absent.~~

  Document and report the names of individuals who are unaccounted for or absent.

- ~~If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.~~

  If the scene is safe, and you are trained to do so, initiate first aid for any injured staff, faculty, students and visitors.

- ~~Remain in the classroom, or secured area, and wait for further instructions from SBCCD administration, district police, or other official emergency responders.~~

Remain in the classroom, or secured area, and wait for further instructions, contact from SBCCD PD, official emergency responders, SBCCD administration, or an "ALL CLEAR" message distributed via the ENS.

SHELTER-IN-PLACE

SHELTER-IN-PLACE is a short-term measure implemented when there is a need to isolate staff, faculty, students and visitors from ~~the~~any outdoor ~~environment to prevent exposure to~~hazard (extreme weather, airborne contaminants ~~or~~, chemical release, and temporary ~~hazards~~incident). This procedure includes closing all doors, windows, and vents to outside air.

~~This procedure includes closing all doors, windows and vents to outside air.~~

~~The order to SHELTER-IN-PLACE will be communicated via the SBCCD emergency notification system, announcements made by instructors or workplace supervisors, or announcements made by Building Captains.~~

The order to SHELTER-IN-PLACE shall be communicated via the District's ENS to ensure wide and rapid distribution of the order. In addition, the SHELTER-IN-PLACE order may be further announced or communicated by faculty, staff, students, and District or campus administrators.

~~Building Captains are designated individuals who are tasked with helping to respond appropriately to emergency situations.~~ In the event of an emergency, ~~Building Captains~~any District employee trained in emergency procedures will assist building occupants to respond ~~correctly~~appropriately to SHELTER-IN-PLACE procedures.

~~If~~When a SHELTER-IN-PLACE order is given, you should:

- ~~Help to clear everyone from hallways.~~

  Help to clear everyone from hallways.

  ~~Keep everyone in classrooms or offices until further instructions are received.~~

- Immediately close and lock all doors.
- Close and secure all windows.
- Move away from doors and windows.
- ~~Assist those needing any special assistance.~~

  Assist those needing any special assistance.

  ~~Secure classrooms and offices by closing and locking doors and windows.~~

- Document and report the names of individuals who are unaccounted for or absent.
- If the scene is safe, and you are trained to do so, initiate first aid for any injured staff, faculty, students and visitors.
- ~~Remain in the classroom, or secured area, and wait for further instructions from SBCCD administration, district police, or other official emergency responders.~~

  Remain in the classroom, or secured area, and wait for further instructions, contact from SBCCD PD, official emergency responders, SBCCD administration, or an "ALL CLEAR" message distributed via the ENS.

POWER OUTAGE

Although our electrical power delivery system is considered reliable, occasionally system failures that impact

our campus community do occur. These impacts come with unpredictable variables: when and why they happen, what they impact, the duration of the impact, and more. The campus community must be aware of this possibility and know what to do should a power outage occurs. When a power outage occurs, information regarding the power outage (up to and including the possibility of campus closure) will be communicated via the Emergency Notification System (ENS).

The objective of this procedure is to plan for potential power interruptions and to mitigate loss of class time, college and/or District services. Faculty members and supervisors shall establish and announce a plan as to where to go (i.e., evacuation sites, parking lots, etc.) should a power outage occur. In the event of a power outage, please follow the guidelines listed below:

Daylight Power Outage

Faculty:

- If safe to do so, wait 15 minutes to see if power is restored (for laboratories, refer to Laboratory section below).
- If power is not restored in 15 minutes, exit the building (if not already done so) to a safe location and await further instructions.
- Follow the instructions of administration throughout the outage.
- If there is no natural lighting in the classroom, proceed to a naturally lit area. If sufficient class time remains when the power is restored, return to the classroom when the event has ended and resume class.
- If less than 60 minutes of class time remains when the power is restored, the instructor has the option to continue or suspend the remainder of the class time.
- Should a power outage occur before a class session begins, students should wait outside the building until power is restored.
- Once the power outage has ended, faculty and students can enter the building and the class session can begin (for laboratories, refer to Laboratory section below).

Staff:

- If there is insufficient light in the work area, proceed to a naturally lit area.
- Staff should follow the instructions of their supervisor throughout the outage.
- If less than 60 minutes remain in the workday, supervisors have the option to release staff for the remainder of the workday at the direction of the President or designee.
- Consideration shall be given to equipment requiring backup power. Supervisors and staff shall collaborate on such equipment and appropriate personnel shall remain on-site in a safe location until the alternative power needs are established.
- Multi-day power outage: Staff are required to follow directions received through emergency notifications.

After Dark Power Outage

Faculty/Staff:

- If safe to do so, please wait 15 minutes to see if power is restored (for laboratories, refer to Laboratory

section below).If power is not restored, follow the evacuation procedures as described below.

In Laboratory Settings (Daylight or After Dark):

- Stop or stabilize all experiments immediately.
- Secure all chemicals that are being used.
- Turn off all heat sources (gas or electric burners) to prevent fires.
- If you are using a fume hood, and fumes are present, shut the fume hood sashes to prevent fumes from escaping.
- If an evacuation notice has been given, if power is out, or if ventilation is down, calmly leave the building.
- Consideration shall be given to equipment requiring backup power. Supervisors and staff shall collaborate on such equipment and appropriate personnel shall remain on-site in a safe location until the alternative power needs are established.

When power is restored:

- Follow contingency plans regarding restarting the laboratory.
- Check for unusual odors. Could be the sign of a leak or spill.
- Check the temperatures in cold storage units. Reset alarms if needed.
- Reset or plug in all the equipment as needed and check to make sure they are functioning properly.
- Check fume hoods for proper flow before using.

Faculty/Staff Evacuation Guidelines

- REMAIN CALM
- Gather your personal belongings.
- Prior to leaving, turn off all light switches, computers, and electrical devices if safe to do so.
- Proceed to the nearest exit.
- Faculty and staff should assist wih building evacuation and assist individuals with disabilities.
- DO NOT USE ELEVATORS to exitif they appear to be functioning.
- If on the 2nd floor or above, proceed to the nearest stairwell and exit to the ground level then proceed to the designated evacuation site for your building.
- If on the 2nd floor or above, individuals in wheelchairs should proceed to the nearest stairwell and wait for assistance to be evacuated.
- If directed to leave campus, drive in an orderly and safe manner and follow the directions of public and/or campus safety personnel.

MEDICAL EMERGENCY & FIRST AID

Is it an Emergency?

- ~~Respirations – difficulty or no breathing?~~

Respirations – difficulty or no breathing?

- ~~Pulse – weak or no heart rate?~~

  Pulse – weak or no heart rate?

- ~~Responsive – not awake /not alert?~~

  Responsive – not awake /not alert?

EMERGENCIES INCLUDE: Uncontrolled bleeding, head injury, broken bones, poisoning, overdose, seizure, allergic reaction, persistent chest pain or pressure, numbness or paralysis of arms or legs, sudden slurred speech, major burns, intense pain.

Calmly communicate the following information to the 911 operator:

- ~~What is the emergency situation?~~

  What is the emergency situation?

- ~~What is the background of the emergency?~~

  What is the background of the emergency?

- ~~What's your assessment?~~

  What's your assessment?

- ~~What response do you expect?~~

  What response do you expect?

- ~~Where is the location of the emergency? – SBVC or CHC, Building Name, Room Number, Phone Number~~

  Where is the location of the emergency? – SBVC or CHC, building name, room number, phone number, etc.

Before help arrives, if you are trained and the scene is safe:

- ~~Bleeding – apply pressure.~~

  Bleeding – apply pressure.

- ~~Fracture – don't move the person unless they must be moved to avoid further injury.~~

  Fracture – don't move the person unless they must be moved to avoid further injury.

- ~~No Breathing or Pulse – begin CPR and send someone for AED.~~

  No Breathing or Pulse – begin CPR and send someone for AED.

- ~~Seizure – help to the floor, protect head; do not try to restrain.~~

  Seizure – help to the floor, protect head; do not try to restrain.

- ~~Choking – Back blows and abdominal thrusts.~~

  Choking – Back blows and abdominal thrusts.

- ~~Emotional Upsets/Suicidal – stay with person until help arrives.~~

  Emotional Upsets/Suicidal – stay with person until help arrives.

- ~~Impaled Object – don't remove the object, just support the object with bandages.~~

  Impaled Object – don't remove the object, just support the object with bandages.

- ~~Vomiting – move person onto their side.~~

  Vomiting – move person onto their side.

- ~~Stay with the victim providing reassurance that help is on the way and keep them comfortable.~~

  Stay with the victim providing reassurance that help is on the way and keep them comfortable.

- ~~Stay at the scene until help arrives and clear "on-lookers" from the scene~~

  Stay at the scene until help arrives and clear "on-lookers" from the scene

FOR MINOR INJURY OR ILLNESS:

- ~~Provide first aid using available campus medical supplies.~~

  Provide first aid using available campus medical supplies.

- ~~After initial treatment, students should be referred to the Student Health Center.~~

  After initial treatment, students should be referred to the Student Health Center.

- ~~Staff should contact their supervisor immediately for appropriate treatment (Workers Comp Program).~~

  Staff should contact their supervisor immediately for appropriate treatment (Workers Comp Program).

EMERGENCY EVACUATION PROCEDURES

Those assigned as Building Captains and Emergency Site Coordinators will be called upon to be leaders in any evacuation scenario. Building ~~Captain's~~Captains and Emergency Site Coordinators will be used not only in operational leadership roles, but their technical expertise will be invaluable in roles where that expertise is needed.

- ~~Each Building Captain is responsible for the direct supervision of ANY individual located in their assigned building and will do the following:~~

  Each Building Captain and Emergency Site Coordinator is responsible for the direct evacuation in their assigned area and will do the following:

  - ~~Direct the evacuation of employees, students or visitors to designated Evacuation Sites (see Evacuation Site Map).~~

    Direct the evacuation of employees, students or visitors to designated Evacuation Sites (see Evacuation Site map).

  - ~~Immediately shut down all hazardous operations (equipment in use, etc.).~~

    If safe to do so, immediately shut down all potentially hazardous operations (equipment in use, etc.).

  - ~~Take personal items you can safely carry with you (Building Captain Response Kit, phone, purse, briefcase).~~

    If safe to do so, take personal items you can safely carry with you. If the emergency is potentially life-threatening, access emergency supplies (i.e. Building Captain response bags (CHC, Emergency Site Coordinator emergency supply boxes (SBVC)).

- ~~Shut all doors behind you as you go to slow the spread of fire, smoke, and water.~~

  Shut all doors behind you to slow the spread of fire, smoke, and water.

- ~~Proceed as quickly as possible, but in an orderly manner.~~

  Proceed as quickly as possible, but in an orderly manner.

- ~~Accompany and assist handicapped personnel, students and visitors who appear in need of direction or assistance.~~

  Accompany and assist handicapped personnel, students and visitors who appear in need of direction or assistance.

- ~~Once outside, move away from the structures and go to the designated Evacuation Site. Keep roadways free for emergency vehicles.~~

  Once outside, move everyone away from the structures and go to the designated Evacuation Site. Keep roadways free for emergency vehicles.

- ~~Document and report the names of individuals who are unaccounted for or absent.~~

  Document and report the names of any known individuals who are unaccounted for or absent.

- ~~If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.~~

  If trained, and the scene is safe, be prepared to initiate first aid.

Evacuation of Persons with Disabilities

- ~~Building Captains help individuals with disabilities evacuate by quickly assigning a "buddy" to lead them to the closest safe evacuation area.~~

  Building Captains and Emergency Site Coordinators help individuals with disabilities evacuate by quickly assigning a "buddy" to lead them to the closest evacuation site or area of safe refuge.

- ~~Building Captains should be familiar with emergency alarms and signs showing the emergency exit routes. If an elevator is not available, or if it is unsafe to use, direct wheelchair-users to the top of the nearest staircase where an Evac-Chair is located or the nearest designated area of rescue assistance.~~

  Building Captains and Emergency Site Coordinators should be familiar with emergency alarms and signs showing the emergency exit routes. If an elevator is not available or is unsafe to use, direct wheelchair-users to the top of the nearest staircase where an Evac+Chair is located or the nearest area of safe refuge.

- ~~Only individuals trained in the use of an Evac-Chair should attempt to transport someone using the chair.~~

  Only individuals trained in the use of an Evac+Chair should attempt to transport someone using the chair.

- ~~If an individual is unable to be transported via an Evac-Chair, or if an Evac-Chair is not available, immediately notify a member of the Emergency Response Team of the individual's location.~~

  If an individual is unable to be transported via an Evac+Chair, or if an Evac+Chair is not available, immediately notify a member of the Emergency Response Team of the individual's location.

EARTHQUAKE

If indoors:

- ~~When the earth begins shaking DROP, COVER and HOLD.~~

  When the earth begins shaking DROP, COVER and HOLD ON. If in a Lab, move away from the lab bench, unsecured equipment, or exposed chemicals and DROP, COVER and HOLD ON.
- If in a lab, when shaking stops and when safe to do so, turn off all heat sources (gas or electric burners) to prevent fires.
- ~~DO NOT evacuate immediately during the earthquake.~~

  DO NOT evacuate immediately during the earthquake.
- ~~Keep away from overhead fixtures, glass windows, filing cabinets, shelves and bookcases.~~

  Keep away from overhead fixtures, glass windows, filing cabinets, shelves and bookcases.
- ~~Protect yourself at all times and be prepared for aftershocks.~~

  Protect yourself at all times and be prepared for aftershocks.
- ~~Check for any injured, and if trained, be prepared to initiate first aid for any injured staff, faculty, students and visitors.~~

  Check for any injured, and if trained, be prepared to initiate first aid for any injured staff, faculty, students and visitors.
- ~~Assist any individuals with physical disabilities and find a safe place for them.~~

  Assist any individuals with physical disabilities and find a safe place for them.
- ~~Call or have someone else call 911 immediately.~~

  Call or have someone else call 911 immediately.
- ~~If the classroom, building or facility is heavily damaged, initiate immediate evacuation.~~

  If the classroom, building or facility is heavily damaged, initiate immediate evacuation.
- ~~Proceed to the designated evacuation site.~~

  Proceed to the designated evacuation site.
- ~~Document and report the names of individuals who are unaccounted for or absent.~~

  Document and report the names of individuals who are unaccounted for or absent.
- ~~If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.~~

  If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.

If outdoors:

- ~~When the earth begins shaking DROP, COVER and HOLD.~~

  When the earth begins shaking DROP, COVER and HOLD.
- ~~Move quickly away from buildings, utility poles, and other structures.~~

Move quickly away from buildings, utility poles, and other structures.

- ~~Be alert for gas leaks, live wires, flooding, etc.~~

  Be alert for gas leaks, live wires, flooding, etc.

- ~~Protect yourself at all times and be prepared for aftershocks.~~

  Protect yourself at all times and be prepared for aftershocks.

- ~~Check for any injured, and if trained, be prepared to initiate first aid for any injured staff, faculty, students and visitors.~~

  Check for any injured, and if trained, be prepared to initiate first aid for any injured staff, faculty, students and visitors.

- ~~Assist any individuals with physical disabilities and find a safe place for them.~~

  Assist any individuals with physical disabilities and find a safe place for them.

- ~~Call or have someone else call 911 immediately.~~

  Call or have someone else call 911 immediately.

- ~~Proceed to the designated evacuation site.~~

  Proceed to the designated evacuation site.

- ~~Document and report the names of individuals who are unaccounted for or absent.~~

  Document and report the names of individuals who are unaccounted for or absent.

- ~~If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.~~

  If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.

- ~~DO NOT return to any affected area, building or facility unless it has been declared safe to do so by SBCCD administration, district police, or other official emergency responders.~~

  DO NOT return to any affected area, building or facility unless it has been declared safe by SBCCD PD, official emergency responders, SBCCD administration, or an “ALL CLEAR” message distributed via the ENS.

DISASTER MANAGEMENT

Should an emergency or other major disaster strike a ~~SBCCD~~particular campus or the entire District, the need for a coordinated response will be necessary. The ~~SBCCD~~'plan for a major disaster is contained in the District's ~~emergency response~~Emergency Operations Plan. The plan ~~for a major disaster~~ is ~~contained in the Emergency Operations Plan that is~~ aligned with the State of California “Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

In an emergency, designated managers and supervisors will gather to implement the appropriate response.

These individuals will provide leadership, policy guidance, gather intelligence on the emergency and development specific plans of action to best address the emergency. ~~Our Campus Emergency Response Team (CERT) will act on the behalf of the College, providing necessary resources and support, timely situation~~

~~analysis and needs assessments. The CERT will report to a pre-determined Emergency Operations Center (EOC), which is properly equipped with communication capabilities to support emergency response operations and provide coordination with outside agencies.~~

~~SBCCD administration will provide for the staff and students in an emergency. Through the coordination of the EOC, the members of the college community will provide a skilled pool of professionals to deal with the myriad of technical, medical, logistical and human relations challenges that are certain to arise in a major disaster. It is to this end that these general emergency instructions are targeted.~~

FLOODING

If indoors:

- ~~If notified that flooding is possible take preventative measures to minimize flood damage. Move objects off the ground and take small or light objects out of the affected area. SBCCD administrators will identify temporary shelters to house materials.~~

  If notified that flooding is possible take preventative measures to minimize flood damage. Move objects off the ground and take small or light objects out of the affected area. SBCCD administrators will identify temporary shelters to house materials.

- ~~Be prepared to move your vehicle if certain parking areas are at risk of being flooded.~~

  Be prepared to move your vehicle if certain parking areas are at risk of being flooded.

- ~~Be prepared to evacuate your location at a moment's notice if your building or facility lies in a known flood zone. If there is any possible danger or if given the order to do so, EVACUATE the building.~~

  Be prepared to evacuate your location at a moment's notice if your building or facility lies in a known flood zone. If there is any possible danger or if given the order to do so, EVACUATE the building.

- ~~If evacuation is directed, if safe, unplug all electrical equipment. If there are electrical appliances or electrical outlets in any flooded area do not proceed; there is an extreme danger of electrical shock. Do not touch any electrical equipment if you are wet or standing in water. Secure vital records and take personal belongings with you.~~

  Unplug all electrical equipment. If there are electrical appliances or electrical outlets in any flooded area do not proceed; there is an extreme danger of electrical shock. Do not touch any electrical equipment if you are wet or standing in water. Secure vital records and take personal belongings with you.

- ~~Report to an evacuation site away from the flooding. Document and report the names of individuals who are unaccounted for or absent.~~

  Report to an evacuation site away from the flooding. Document and report the names of individuals who are unaccounted for or absent.

- ~~DO NOT return to any affected area, building or facility unless it has been declared safe to do so by SBCCD administration, district police, or other official emergency responders.~~

  DO NOT return to any affected area, building or facility unless it has been declared safe by SBCCD PD, official emergency responders, SBCCD administration, or an "ALL CLEAR" message distributed via the ENS.

If outdoors:

- ~~Do not try to walk or drive through flooded areas; stay away from moving water. The sheer force of just six inches of swiftly moving water can knock people off their feet. Cars are easily swept away in just two feet of water.~~

  Do not try to walk or drive through flooded areas; stay away from moving water. The sheer force of just six inches of swiftly moving water can knock people off their feet. Cars are easily swept away in just two feet of water.

- ~~Stay away from flooded areas unless authorities ask for volunteers.~~

  Stay away from flooded areas unless authorities ask for volunteers.

- ~~Stay away from downed power lines.~~

  Stay away from downed power lines.

- ~~Be aware of areas where flood waters may have receded and may have weakened road surfaces.~~

  Be aware of areas where flood waters may have receded and may have weakened road surfaces.

- ~~Wash your hands frequently with soap and water if you come in contact with flood waters.~~

  Wash your hands frequently with soap and water if you come in contact with flood waters.

After the flood:

- ~~Only authorized district or campus personnel are allowed access to flood-damaged buildings and areas. Avoid flooded areas. Flood waters often undermine foundations, causing sinking; floors can crack or break, buildings can collapse, and roads can crumble.~~

  Only authorized district or campus personnel are allowed access to flood-damaged buildings and areas. Avoid flooded areas. Flood waters often undermine foundations, causing sinking; floors can crack or break, buildings can collapse, and roads can crumble.

- ~~Report broken utility lines to the appropriate authorities.~~

  Report broken utility lines to the appropriate authorities.

- ~~Document and report the names of individuals who are unaccounted for or absent.~~

  Document and report the names of individuals who are unaccounted for or absent.

- ~~If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.~~

  If trained, and the scene is safe, be prepared to initiate first aid for any injured staff, faculty, students and visitors.

- ~~DO NOT return to any affected area, building or facility unless it has been declared safe to do so by SBCCD administration, district police, or other official emergency responders.~~

  DO NOT return to any affected area, building or facility unless it has been declared safe by SBCCD PD, official emergency responders, SBCCD administration, or an “ALL CLEAR” message distributed via the ENS.

- ~~Do not throw away any flood-damaged items until an official inventory has been taken.~~

  Do not throw away any flood-damaged items until an official inventory has been taken.

LEGAL RESPONSIBILITIES & DUTY ASSIGNMENTS

Legal Responsibilities of Public Employees During an Emergency

The Government Code of the State of California (Title 1, Division 4, Chapter 8, Section 3101) has defined the term “public employees” to include all persons employed by the state or any county, city, city and county, state agency or public district, excluding aliens legally employed. It also defines the term “disaster service worker” to include all public employees.

State of California, Government Code Title 1, Division 4, Chapter 8, Section 3100:

It is hereby declared that the protection of the health and safety and preservation of the lives and property of the people of the state from the effects of natural, man-made, or war-caused emergencies which result in conditions of disaster or in extreme peril of life, property, and resources is of paramount state importance requiring the responsible efforts of public and private agencies and individual citizens. In furtherance of the exercise of the police power of the state in protection of its citizens and resources, all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by superiors or by law.

CIVILIAN EMERGENCY COMMAND POST

The Civilian Emergency Command Post, from which the Chancellor ~~(or their designated representative)~~or designee will direct operations, will be ~~dictated~~activated by the Chancellor or designee, taking into account the safety ~~considerations~~of the District, ~~and necessitated by~~campus community, and the emergency situation.

LAW ENFORCEMENT COMMAND POST

The Law Enforcement Command Post, from which the Chief of Police or designee, SBCCD PD ~~Chief of Police (or their designated representative),~~ will direct public safety operations, will be ~~dictated by SBCCD PD~~activated by the Chief of Police or designee, taking into account the safety ~~considerations~~of the District, ~~and necessitated by~~campus community, and the emergency situation.

ASSIGNMENT OF DUTIES

Every staff member has a responsibility for performing certain duties in times of emergency. Specific assignments are outlined and additional assignments may be given via the chain of command.

The Chancellor or designee is responsible for the control and welfare of ~~its~~all students. The Chancellor ~~(~~or designee directs the college staff in the implementation of emergency procedures and the assignment of duties as outlined. The Chancellor, Campus President, or their ~~designated representative) directs the college staff in the implementation of EMERGENCY PROCEDURES and the assignment of duties as outlined. The Chancellor (or~~respective designee is the overall commander of any and all operations on the campus during normal and emergency operations. After the people present on campus have been evacuated to an appropriate evacuation assembly area and their ~~designated representative)~~safety is ~~the overall commander of any and all operations~~secured, the Chancellor or designee may instruct Campus Presidents or designee, Chief of Police or designee, and the involved campus and/or District Public Information Officer to meet at the Civilian Command Post where they will be briefed on ~~the campus during normal and emergency operations. After the people present~~findings from personnel after which they will give direction for further activities. The Chancellor or designee will brief the Board of Trustees as necessary and to the extent possible on ~~campus have been evacuated to an appropriate evacuation assembly area and their safety is secured, the Chancellor may instruct College Presidents, Chief of Police, and Director of Marketing, Public Affairs & Governmental Relations (Public Information Officer) to meet at the Civilian Command Post where they will be briefed by them on their findings~~

from their personnel after which they will give them direction for further activities. They Chancellor will brief the Board of Trustees as necessary and to the extent possible on the state of affairs as the situation permits.

The administrator on duty will direct the college staff in the implementation of Emergency Proceduresemergency procedures and the assignment of duties as outlined until their respective president (or their designated representative)Campus President or designee assumes control of the emergency situation. The administrator on duty will be contacted immediately and apprised of the emergency situation by SBCCD PD and will, in turn, report this information directly to the respective Campus President (or their designated representative) and to the Director of Marketing,or designee and the involved campus and/or District Public Affairs & Governmental Relations (Public Information Officer).

Presidents andThe respective Campus LeadPresident or designee and Site Safety OfficersOfficer will proceed to the evacuation assembly areas designated for their personnel and confer with them to determine who may need rescue and the last known location(s) of the missing. The Presidents andrespective Campus LeadPresident or designee and Site Safety OfficersOfficer will assign their personnel further activities, which may include providing assistance to the injured, relocating groups of people, or responding to the Civilian Emergency Command Post to assist as necessary.

Faculty members, managers, and supervisors will escort theirguide students, personnel, and visitors to designated evacuation assembly areas and attempt to determine who did not arrive as well as seek medical attention for the injured and note any conditions/hazards in their designated evacuation assembly areas and determine who did not arrive as well as seekarea that would require facilities medical attention for the injured and note, or other response. They will report this information and the last known location of any additional people who may be present inmissing to their evacuation assembly arearespective Campus President or designee and Site Safety Officer. They will report this information and the last known location of the missing to their Presidents and Campus Lead Safety Officers. They will also report to their Presidents and Campus Lead Safety Officers other information they deem important such as hazards noted in their areas during their egress.

Facilities Departmentdepartment personnel will be responsible for the use of emergency equipment, the handling of emergency supplies, and the safe use of available utilities. They will:

A. Survey the campus and report damage through their chain of command.

B. Assist in rescue operations as directed (i.e., operate lifting equipment, cutting torches to free victims, etc.).

C. Assist in disaster fire suppression activities if trained and directed to do so.

D. Assist in controlling main shut-off valves for gas, water, and electricity.

E. Disburse emergency equipment as needed.

1. Survey the campus and report damage through their chain of command.
2. Assist in rescue operations as directed.
3. Assist in disaster fire suppression activities if trained and directed to do so.
4. Assist in controlling main shut-off valves for gas, water, and electricity.
5. Disburse emergency equipment as needed.

Clerical staff will help provide for the safety of essential school records and documents, operate telephones, and act as messengers and couriers when directed.

Cafeteria staff will make food stock and water available to campus emergency service providers whenever

feeding becomes necessary during a disaster.

REPORTING EMERGENCIES NOT PREVIOUSLY COVERED:

- ~~The quickest and easiest way to obtain professional help for any type of emergency not specifically covered by these procedures is to phone SBCCD PD for assistance. Dial extension 4491 from on-campus phones or dial (909) 384-4491 from a mobile phone or when off campus.~~

  The quickest and easiest way to obtain professional help for any type of emergency not specifically covered by these procedures is to phone 911 or the SBCCD PD for assistance. Dial extension 4491 from on-campus phones or dial (909) 384-4491 from a mobile phone or when off campus.

- ~~When calling stay calm, and carefully explain the problem and location to the Dispatcher.~~

  When calling stay calm, and carefully explain the problem and location to the Dispatcher.

  ~~Quickly notify your instructor or immediate supervisor of the emergency and begin to take the appropriate action warranted by the situation.~~

Quickly notify your instructor or immediate supervisor of the emergency and begin to take the appropriate action warranted by the situation.

References:

Education Code Sections 32280 et seq. and 71095; Government Code Sections 3100 and 8607(a); Homeland Security Act of 2002; National Fire Protection Association 1600; Homeland Security Presidential Directive-5; Executive Order S-2-05; California Code of Regulations Title 19, Sections 2400-2450; 34 Code of Federal Regulations, Section 668.46(b)(13) and (g)

Attachments

AP 3505 Emergency Response Plan - Comments
AP 3505 Emergency Response Plan - Legal Citations

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Owner:	*Chancellor's Cabinet*
	Chancellor's Cabinet:
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References:	*Legally Required*

BP 3505 Emergency Response Procedures

(Replaces current SBCCD BP 3740)

The District shall have emergency response and evacuation and notifications procedures for communicating to the campus community in the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty, staff and visitors occurring at District Facilities and/or College Campuses.

The **Chancellor** shall establish procedures that ensure that the District implements a plan to be activated in the event of an emergency or the occurrence of a natural disaster or hazardous condition. This plan must comply with the California's Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and shall incorporate the functions and principles of the Incident Management System (ICS), the Master Mutual Aid Agreement (MMAA) and any other relevant programs. The plan must incorporate NIMS and SEMS to facilitate the coordination between and among various responding and assisting agencies in the event of an emergency or natural disaster. Additionally, the District must be compliant with NIMS and SEMS standards in order to receive federal or state funding.

Compliance with NIMS and SEMS mandates include but are not limited to:

- Establishing disaster preparedness procedures and an Emergency Operations Plan (EOP); And
- The completion of training by college personnel in compliance with NIMS and SEMS guidelines
- Training requirements vary based on job titles or assigned roles within the emergency plan

District and College personnel must be informed that as public employees, they are also disaster service workers during national, state and local emergencies. The District must ensure that its employees are in compliance with the disaster service worker oath requirements.

The **Chancellor** should ensure that a team is created to carry out compliance with NIMS and SEMS mandates. The responses to emergencies or natural disasters are organized by SEMS into five categories: field response, local government, operational areas, regions, and State.

The EOP shall contain information regarding response protocols, emergency operations activation procedures and chain of command responsibilities. Compliance with NIMS mandates requires addressing all phases of emergency management; Mitigation, Planning, Preparedness, Response, and Recovery. The District must ensure that its plan is updated regularly.

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References:	

AP 4103 Work Experience

(Replaces current SBCCD AP 4106)

~~***NOTE:** This procedure is **legally required** if the District permits work experience. Local practice may be inserted, but must involve:*~~

The SBCCD has developed a Cooperative Work Experience plan which has been submitted to the State Chancellor's Office. The plan delineates::

- ~~*A plan is developed and submitted to the State Chancellor's Office, which includes:*~~
- ~~*The systematic design of a program whereby students gain realistic learning experiences through work;*~~The systematic design of the program so that students gain realistic learning experiences through work;
- ~~*A specific description of the respective responsibilities of the college, the student, the employer, and other cooperating agencies;*~~The respective responsibilities of the college, the student, the employer and other cooperating agencies;
- ~~*Guidance services;*~~The guidance services offered to prospective and accepted students;
- ~~*A sufficient number of qualified academic personnel to direct the program;*~~The academic personnel who have been hired to manage and direct the program;
- ~~*Processes that assure students' on-the-job learning experiences are documented with written measurable learning objectives, students are required to meet certain criteria and are evaluated, and the basis for awarding grades and credit is described;*~~The process for documenting the students' on-the-job learning experiences is documented with written measurable learning objectives;
- The learning objective students are required to meet certain criteria and how the objectives are evaluated;
- The basis for awarding grades and credit;
- ~~*Adequate clerical and instructional services are provided*~~How adequate clerical and instructional services is being provided

~~***NOTE:** In addition, procedures should address:*~~

- ~~*the maintenance of records that include the type and units of work experience in which student is enrolled, where employed, job held, basis for determining student qualifications, statement of student hours worked, evaluation of performance, and that a work permit was issued.*~~
- ~~*Supervising faculty must maintain records that show consultation with the employer and the student, evaluation of the student's achievement, and the final grade.*~~

- ~~**From current SBCCD AP 4106 titled Work Experience**~~

~~The colleges of the District shall provide sufficient services for maintaining the Work Experience program that~~

~~should include:~~

- ~~The systematic design of a program whereby students gain realistic learning experiences through work;~~
- ~~A specific description of the respective responsibilities of the college, the student, the employer, and other cooperating agencies;~~
- ~~Guidance services;~~
- ~~A sufficient number of qualified academic personnel to direct the program;~~
- ~~Processes that assure students' on-the-job learning experiences are documented with written measurable learning objectives, students are required to meet certain criteria and are evaluated, and the basis for awarding grades and credit is described; **and**~~
- ~~Adequate clerical and instructional services are provided;.~~

~~Work experience records are maintained by the office responsible for work experience on each campus.~~

In addition, the plan procedures address the maintenance of records including the type and units of work experience in which student is enrolled, where employed, job held, basis for determining student qualifications, statement of student hours worked, evaluation of, and issuance of a work permit.

To enroll in a work experience class a student must:

- Be simultaneously enrolled in a class that relates to the Cooperative Work Experience
- Identify their Faculty Advisor in a related discipline and their Worksite Supervisor

Supervising faculty maintain records documenting consultation with the employer and the student, evaluation of the student's achievement, and basis upon which the final grade was awarded. Final grades will be determined by the work experience instructor who may consult with the employer.

The Cooprative Work Experience Plan is posted on the SBBCD website.

References:

Education Code Section 78249;
Title 5, Sections 55250 et seq.

Attachments

AP 4103 Work Experience - Comments
AP 4103 Work Experience - Legal Citations
AP4103-OLD.pdf

Current Status: *Draft* **PolicyStat ID:** *5445622*

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Next Review:	*04/2019*
Owner:	*Academic Senates Academic Senates*
Policy Area:	*Chapter 4 Academic Affairs*
References:	

BP 4103 Work Experience

(Replaces current SBCCD BP 4106)

The District allows students to receive credit for work experience. The Chancellor is responsible for regulations governing this program.

References:

Education Code Section 78249;
Title 5 Sections 55250 et seq.

Attachments

BP 4103 Work Experience - Comments
BP 4103 Work Experience - Legal Citations
BP4103-OLD.pdf

Current Status: *Draft* **PolicyStat ID:** *7980638*

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Owner:	*Academic Senates Academic Senates*
Policy Area:	*Chapter 4 Academic Affairs*
References:	*Good Practice/Optional*

AP 4400 Community Services Programs

(Replaces current SBCCD AP 4400)

Offerings are established and maintained in civic, vocational, literacy, health, ~~homemaking~~family and consumer sciences, technical and general education, including, but not limited to, classes in the fields of music, drama, art, handicraft, science, literature, nature study, nature contacting, aquatic sports and athletics.

Offerings are designed to provide instruction and to contribute to the physical, mental, moral, economic, or civic development of the individuals or groups enrolled in them.

Offerings are open for the admission of adults and of those minors as in the judgment of the governing board may profit.

General fund moneys are not expended to establish and maintain community service offerings.

Students enrolled in community service offerings may be charged a fee not to exceed the cost of maintaining community service classes, or classes may be provided for remuneration by contract, or with contributions or donations of individuals or groups.

Terms and Conditions Governing Community Services Programs

1. Programs shall be not-for-credit.
2. Programs shall be provided on a self-supporting basis.
3. An advisory committee shall be used for planning and recommending programs.
4. Programs shall not duplicate or otherwise negatively affect the credit instructional program, except with approval of the college curriculum committee and college president.
5. Each college shall propose its own offerings to assure that the needs of the respective communities are met.
6. Programs shall have access to college facilities and use of equipment, except that such access and use shall not be in conflict with or detrimental to credit instructional programs.
7. Facilitators are independent contractors and shall sign an agreement delineating all aspects of the activity prior to the commencement of the activity. The Board of Trustees shall set rates of compensation for facilitators and shall approve all programs/activities prior to the commencement of such program/activity.
8. Income and expenditures related to Community Services programs, as well as the number and type of programs offered and the student enrollment therein, shall be reported annually to the Board.

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Next Review:	*N/A*
Owner:	*Academic Senates Academic Senates*
Policy Area:	*Chapter 4 Academic Affairs*
References:	*Legally Required*

BP 4400 Community Services Programs

(Replaces current SBCCD BP 4400)

The District shall maintain community services programs defined as those activities provided to meet the needs and interests of the community not met by the college credit program.

The community services program shall be designed to contribute to the physical, mental, personal, economic or civic development of the individuals or groups enrolled in it. The Education Code defines community services classes in civic, vocational, literacy, health, ~~homemaking~~family and consumer sciences, technical and general education, including but not limited to classes in the fields of music, drama, art, handicraft, science, literature, nature study, nature contacting, aquatic sports and athletics.

Community services courses shall be open for admission of adults and of minors who can benefit from the programs.

No General Fund monies may be expended to establish or maintain community services courses. Students involved in community services courses shall be charged a fee not to exceed the cost of maintaining the courses. Courses may also be offered for remuneration by contract or with contributions or donations of individuals or groups.

The Chancellor shall provide additional administrative procedures for the community services program.

Reference:

Education Code Section 78300

Attachments

BP 4400 Community Services Programs - Comments
BP 4400 Community Services Programs - Legal Citations
BP4400 -OLD.pdf

Current Status: *Draft* **PolicyStat ID:** *7687995*

Origination:	*N/A*
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Next Review:	*N/A*
Owner:	*Business & Fiscal Services*
	Business & Fiscal Services
Policy Area:	*Chapter 6 General Institution*
References:	*Legally Required*

AP 6320 Investments

(Replaces current SBCCD AP 6320)

All funds of the San Bernardino Community College District (SBCCD) deposited with the San Bernardino County Treasurer shall be invested in accordance with Government Code Section 27000.5, in accordance with Board Policy 6320, and under the direction of San Bernardino County's investment Advisory Committee.

Ethics and Conflict of Interest

Officers and employees of SBCCD involved in the investment process shall refrain from personal business activity that may conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials who manage public investments shall file a statement of economic interest disclosing his or her investments, interests in real property and income in accordance with Government Code 87200.

Acceptable and Prohibited Investments

Funds invested by SBCCD shall be in the following instruments, under the parameters outlined in Government Code Sections 53635, 53601, and 53631.5:

- Negotiable Certificates of Deposit
- Money Market Funds
- Collateralized Bank Deposits
- Time Deposits
- County Pooled Investment Funds

Pursuant to Government Code Section 53601.6, funds of the San Bernardino Community College District shall not be invested in any of the following instruments:

- Inverse Floaters
- Range Notes
- Interest Only Strips
- Any Security That Could Result in ZERO INTEREST ACCRUAL

Authorized Personnel

The Chancellor, Executive Vice Chancellor ~~of Business & Fiscal Services~~, or designee shall request approval

from the Board to investment surplus funds.

Both the Chancellor or designee and the Executive Vice Chancellor ~~of Business & Fiscal Services~~ must jointly authorize investment decisions such as:

- Transfers of funds to the appropriate agency or financial institution for investment purposes,
- Asset allocation and rebalancing; and
- Liquidation of investments.

Safekeeping and Custody

All security transactions entered into by SBCCD shall be conducted on a delivery-versus-payment basis. Securities will be held by a third party custodian designated by the Chancellor and Executive Vice Chancellor ~~of Business & Fiscal Services~~ and evidenced by safekeeping receipts with a written custodial agreement. The securities will be held directly in the name of the San Bernardino Community College District as beneficiary.

Recording and Reconciliation

Investment statements shall be provided to Fiscal Services for review, recording of investment activity, and reconciliation. Journal entries to record investment activity and the reconciliation of the investment statement shall be prepared by an accountant or designee, and approved by the Director of Fiscal Services or designee.

References:

Government Code Sections 53600 et seq., 87200

Attachments

AP 6320 Investments- Comments
AP 6320 Investments- Legal Citations

Current Status: *Draft* **PolicyStat ID:** *7687999*

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Owner:	*Business & Fiscal Services*
	Business & Fiscal Services
Policy Area:	*Chapter 6 General Institution*
References:	*Legally Required*

BP 6320 Investments

(Replaces current SBCCD BP 6320)

It is the policy of the San Bernardino Community College District to invest public funds in a manner providing the highest investment return with the maximum security while meeting the daily cash flow demands of the District, and conforming to all applicable federal, state and local laws governing the investment of public funds.

This Policy shall be reviewed annually by the Board of Trustees.

The Chancellor is responsible for ensuring that the funds of the District that are not required for the immediate needs of the District are invested properly and in harmony with the requirements of the California Community Colleges Budget and Accounting Manual established pursuant to *Education Code* Section 84030. Investments shall be in accordance with law, including Government Code Sections 53600 which states:

> *"The Legislature hereby finds that the solvency and creditworthiness of each individual local agency can impact the solvency and creditworthiness of the state and other local agencies within the state. Therefore, to protect the solvency and creditworthiness of the state and all of its political subdivisions, the Legislature hereby declares that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern."*

Investments shall be made based on the following criteria:

- The preservation of principal shall be of primary importance.
- The investment program must remain sufficiently flexible to permit the District to meet all operating requirements.
- Transactions should be avoided that might impair public confidence.

This Policy applies to all funds of the District.

The authority to invest funds not deposited with the San Bernardino County Treasurer is granted to the Chancellor. Authority to manage the investment portfolio and establish written procedures for the operation of the investment program, consistent with applicable law and this Policy, may be delegated at the discretion of the Chancellor.

District funds may be invested in any of the following:

1. Any eligible security as set forth in sub-sections a, b, c, e, g, h, and n of *Government Code* Section 53651, namely:
    a. United States Treasury notes, bonds, bills or certificates of indebtedness, or obligations for which the faith and credit of the United States are pledged for the payment of principal and interest, including

the guaranteed portions of small business administration loans, so long as the loans are obligations for which the faith and credit of the United States are pledged for the payment of principal and interest.

b. Notes or bonds or any obligations of a local public agency, or any obligations of a public housing agency for which the faith and credit of the United States are pledged for the payment of principal and interest.

c. Bonds of California or of any local agency or district of the State of California having the power, without limit as to rate or amount, to levy taxes or assessments to pay the principal and interest of the bonds upon all property within its boundaries subject to taxation or assessment by the local agency or district, and in addition, limited obligation bonds pursuant to Government Code Sections 50665 et seq.; senior obligation bonds pursuant to Government Code Sections 53387 et seq.; and revenue bonds and other obligations payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state, local agency or district, or by a department, board, agency, or authority thereof.

d. Registered warrants of California.

e. Notes, tax anticipation warrants, or other evidence of indebtedness issued pursuant to Government Code Sections 53820 et seq.

f. State of California notes.

g. Any bonds, notes, warrants, or other evidences of indebtedness of a nonprofit corporation issued to finance the construction of a school building pursuant to a lease or agreement with a school district entered into in compliance with the provisions of Education Code Sections 39315 or 81345, and also any bonds, notes, warrants, or other evidences of indebtedness issued to refinance those bonds, notes, warrants, or other evidences of indebtedness, as specified in Education Code Section 39317.

2. Local Agency Investment Fund with the Treasurer's Office of the State of California.
3. A financial institution that is insured by Federal Deposit Insurance Corporation pursuant to *Government Code* Section 53635.2.
4. San Bernardino County Treasurer's Office, whenever required by law.

Pursuant to *Government Code* Section 53646, District funds shall be invested with the judgment and care which persons of prudence, discretion, and intelligence exercise in management of their own affairs, not for speculation, but for investment, considering the probable safety of capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures, and investment policy and exercising due diligence shall be relieved of personal responsibility of an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

The Chancellor, pursuant to *Government Code* Section 53646, shall submit a quarterly investment portfolio status report to the Board of Trustees. Said report shall detail:

- Investment types
- Names of issuers
- Maturity dates
- Par and dollar amounts invested in each security, investment, and money
- Weighted average maturity of investments

- Any funds being managed by contracted parties
- Market value as of date of report and source of valuation
- Description of compliance with investment policy
- Current market value of funds managed by a consultant

The primary objectives of the District's investment activities shall be:

1. SAFETY

   Safety of principal shall be the foremost objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To obtain this objective, diversification is required so that potential losses on individual securities do not exceed income generated from the remainder of the portfolio.

2. LIQUIDITY

   The District's investment portfolio shall remain sufficiently liquid to meet all operating requirements, which may reasonably be anticipated.

3. RETURN ON INVESTMENT

   The District's investment portfolio shall be structured with the objective of attaining a rate of return throughout budgetary and economic cycles, commensurate with investment risk constraints and cash flow characteristics of the portfolio.

References:

Education Code Sections 39315, 39317, 81345, 84030; Government Code Sections 50665 *et seq* ., 53387 *et seq* ., 53600 et seq., 53635.2, 53464, 53651, 53820

Attachments

No Attachments

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Next Review:	*N/A*
Owner:	*Business & Fiscal Services*
	Business & Fiscal Services
Policy Area:	*Chapter 6 General Institution*
References:	*Legally Advised*

AP 6530 District Vehicles

(Replaces current SBCCD AP 6760)

All District vehicles and drivers must comply with the California Vehicle Code and Title 13 (Motor Carrier Safety).

All drivers of District-owned or leased vehicles both on and off campus must have a current license appropriate for the vehicle to be driven.

All drivers of District-owned or leased vehicles that carry fifteen or more persons including the driver must have a current Class B license, a current medical certificate and a current First Aid Certificate.

All District facilities maintaining vehicles defined as buses must keep records of driver's hours, vehicle maintenance, and vehicle inspection records. All of these records must be made available to the California Highway Patrol (CHP). The CHP is required to inspect the records at least once every 13 months.

All District vehicles with equipment for transporting the disabled must comply with all applicable laws and regulations regarding such vehicles.

The District shall not operate or lease a 15-passenger van unless the driver holds both a valid class B driver's license, and an endorsement for operating a passenger transportation vehicle issued by the Department of Motor Vehicles.

Vehicles made available to the District personnel are for use in the conduct and operation of District business.

Regular or occasional garaging of District-owned vehicles at any location other than the one assigned is permitted only with prior written approval. Home garaging shall meet any one of the criteria listed below:

- Employees whose duties require regular or frequent reporting to locations other than their regular headquarters before or after regular working hours.
- Employees who are regularly or frequently subject to call before or after regular working hours.
- Employees with assigned vehicles who are headquartered at locations lacking secured overnight garaging facilities.

The department manager of a location is responsible for controlling access to and use of all District vehicles assigned to that location.

The name, home address, employee number, California driver's license number and social security number of any employee to be authorized to drive District vehicles must be submitted to the department manager prior to final granting of authorization.

Use of Private Vehicles for College Business

A. **Authorization**

Any employee who drives his/her private vehicle on college business must be included on the Approved Drivers List. College business includes any authorized vehicle use in the "line of duty" while driving to conferences, meetings, or other business necessities. No employee shall transport any student in his/her private vehicle on college business.

B. **Insurance**

1. Employees who drive their private vehicle(s) on college business shall maintain in full force the required California minimum insurance on the vehicle in question.
2. In case of an accident, the employee's insurance provides primary coverage for both liability and property damage. District insurance provides secondary coverage only for liability or property damage caused by the employee. Repair or damage to the employee's vehicle is the sole responsibility of the employee or the employee's insurance company.
3. Employees who sustain an injury as a result of an accident while on authorized District business are covered by Workers' Compensation provisions.

References:

Insurance Code Section 11580.1(b);
Public Contract Code Section 10326.1
Title 13, California Code of Regulations, Division 1, Chapter 1

Attachments

AP 6530 District Vehicles - Comments
AP 6530 District Vehicles - Legal Citations

Current Status: *Active* **PolicyStat ID:** *7877434*

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Next Review:	*04/2030*
Owner:	*Business & Fiscal Services*
	Business & Fiscal Services
Policy Area:	*Chapter 6 General Institution*
References:	*Legally Required*

BP 6530 District Vehicles

(Replaces current SBCCD BP 6760)

NOTE: This policy is unique to the SBCCD.

- From current SBCCD BP 6760 titled Use of Private Vehicles for College Business

The Chancellor shall create procedures to ensure that each person required by their job description to drive a District-owned vehicle shall maintain a safe driving record. An employee's continuing compliance with such procedures shall be a condition of continued employment in any position requiring the driving of District vehicles.

Clearance to drive District-owned vehicles requires the driver/District employee to have in their possession an appropriate, valid California Drivers' License. Verification must be obtainable through the California Department of Motor Vehicles.

The District shall provide vehicles consisting of: vans, sedans, truck/vans, trucks, or other modes of transportation as deemed appropriate to the requirements of the particular job, and patrol cars for District police services.

In the event the District fleet is not adequate in either size or number, the Chancellor may authorize the use of charter buses from private companies in that business and/or the rental of vehicles from a recognized auto/ truck rental firm.

Use of Private Vehicles for College Business

Any employee who drives his/her private vehicle on college business must be included on the approved Drivers List, in accordance with administrative regulations provided by the Chancellor.

No employee shall transport any student in his/her private vehicle on college business.

Also see BP/AP 4300 titled Field Trips and Excursions

References:

Insurance Code Section 11580.1(b);
Title 13, California Code of Regulations, Division 1, Chapter 1

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Owner:	*Kristina Hannon*
Policy Area:	*Chapter 7 Human Resources*
References:	

AP 7210 Academic Employees (Academic Rank)

ACADEMIC RANK

A. Authorized Titles

1. Adjunct Professor--The title of all non-tenure track faculty members.
2. Assistant Professor--The title of all tenure-track faculty and full-time temporary faculty.
3. Associate Professor--The title of all certificated personnel upon the granting of tenure by the Board.
4. Professor--The title to be granted upon a favorable decision by the Academic Senate following recommendation by the Committee on Academic Rank.
5. Professor Emeritus-- The title to be granted to retiring faculty who have served a minimum of 10 years in the district upon favorable decision by the Academic Senate following recommendation by the Committee on Academic Rank.

B. The academic title shall bear no relationship to college salary schedules or other privileges.

C. Use of Academic Rank Titles

1. All titles made applicable by these regulations shall be used in both internal and external district communications, publications and/or college publicity.
2. The title of “Assistant professor” shall be used in employment announcements of full-time tenure -track positions.

D. Nomination Procedure
A nomination for advancement in rank may be generated from an eligible individual on behalf of him/ herself, from an academic peer, or from the department or division chairperson. Nominations shall be submitted to the College Committee on Academic Rank.

E. Committee on Academic Rank

1. The committee shall be appointed according to the bylaws of the Academic Senate.
2. The committee will consider requests for advancement. A decision will be reached by a majority vote.
3. Committee recommendations will be submitted to the Academic Senate for approval.

F. Criteria for Advancement to Associate Professor, Professor, or Professor Emeritus

1. Associate Professor
The granting of the title Associate Professor is conferred with the granting of tenure.
2. Professor

An Associate Professor may make application for the rank of Professor after a minimum of three (3) years of full-time service as an Associate Professor and upon fulfillment of the criteria listed below:

a. Evidence of professional growth as it relates to the faculty service area.
b. Evidence of service to the college.
c. Evidence of service to the college community.

3. Professor Emeritus
An application for Professor Emeritus may be submitted signed by any three division or department colleagues of the retiring faculty member.

G. Special Considerations

1. If a faculty member transfers to another college within the district having academic rank, the current rank achieved will be honored.
2. The ranks of Professor and Professor Emeritus given before the current version of the AP/BP will be honored.
3. A faculty member who joins SBCCD as full-time faculty and who held academic rank in a previous position at another institution, may submit documentation to apply for rank to the Committee on Academic Rank.

H. Appeals Procedure

1. A decision rendered by the Committee on Academic Rank may be appealed to an Appeals Committee.
2. The Appeals committee shall be appointed according to the bylaws of the Academic Senate.
3. The Appeals committee shall consist of different faculty members than those who served on the Committee on Academic Rank.
4. The Appeals Committee will select one of its own members as chairperson.

Revised by representatives from both CHC and SBVC.
Approved by SBVC Academic Senate 2/5/2020
Approved by CHC Academic Senate 2/19/2020

Attachments

No Attachments

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Next Review:	*N/A*
Owner:	*Human Resources Human Resources*
Policy Area:	*Chapter 7 Human Resources*
References:	

BP 7210 Academic Employees

(Replaces current SBCCD BP 7210)

~~**Employees represented by CSEA and CTA should refer to their respective bargaining unit agreements for information specific to their unit.**~~Employees represented by CSEA and CTA should refer to their respective bargaining unit agreements for information specific to their unit.

Academic employees are all persons employed by the District in academic positions. Academic positions include every type of service, other than paraprofessional service, for which the Board of Governors has established minimum qualifications for the California Community Colleges.

Faculty members are those employees who are employed by the District in academic positions that are not designated as supervisory or management. Faculty employees include, but are not limited to, instructors, librarians, counselors, and professionals in health services, DSPS, and EOPS.

Decisions regarding tenure of faculty shall be made in accordance with the evaluation procedures established for the evaluation of probationary faculty and in accordance with the requirements of the Education Code. The Board of Trustees reserves the right to determine whether a faculty member shall be granted tenure.

The District may employ temporary faculty from time to time as required by the interests of the District. Temporary faculty may be employed full time or part time. The Board delegates authority to the Chancellor to determine the extent of the District's needs for temporary faculty.

Notwithstanding this policy, the District shall comply with its goals under the Education Code regarding the ratio of full-time to part-time faculty to be employed by it and the for making progress toward the standard of 75% of total faculty work load hours taught by full-time faculty.

~~References:~~

References:

Education Code Sections 87400 et seq; 87419.1; 87482.8, and 87600 et seq;
Title 5, Section 51025

Attachments

BP 7210 Academic Employees- Comments
BP 7210 Academic Employees- Legal Citations

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Luke Bixler, Chief Technology Officer

DATE: June 11, 2020

SUBJECT: District Technology Strategic Plan for First Reading

RECOMMENDATION

It is recommended that the Board of Trustees accept District Technology Strategic Plan 2021 - 2023 for first reading.

OVERVIEW

The SBCCD District Technology Strategic Plan was developed and reviewed with the Technology and Educational Support Services (TESS) Managers, TESS Executive Committee, Chancellor's Cabinet, and District Assembly.

ANALYSIS

In developing the District Technology Strategic Plan, the team reviewed the Goals from the previous District Strategic Plan, the Crafton Hills College Technology Plan and the San Bernardino Valley College Technology Plan. In alignment with each of these plans, the District has identified the following five overarching goals: Enhance Information Security District-Wide, Support Instruction and Learning, Improve Services to Students, Support Innovation across the District, Enhance Stability and Reliability of Technology.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

This plan identifies goals and direction for technology at the District. As new technologies are researched and implemented as part of this plan, the costs will be identified as part of the individual projects.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

District Technology Strategic Plan

"2020 – 2023"

April 6, 2020

"ROUGH DRAFT"

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Overview of the District Technology Strategic Plan

The District Technology Strategic Plan (DTSP) represents a macro view of the District's technology needs. It provides a long range view that anticipates the emerging technological needs of the Colleges and District entities and requires an understanding and accommodation for federal, state, and local requirements. The DTSP anticipates and provides for the technological needs necessary to enable other planning documents at the District and College level to succeed and ensures a continuous two-way alliance with the College technology requirements to support instructional and student-focused services.

District Mission Statement

The San Bernardino Community College District (SBCCD) transforms lives through the education of our students for the benefit of our diverse communities. This is achieved through the District's two Colleges (San Bernardino Valley College and Crafton Hills College) and public broadcast system (Empire Network - KVCR FM/TV) by providing high quality, effective and accountable instructional and training programs and services to the students and communities we serve.

Technology Planning

SBCCD believes that there are key features and characteristics of planning documents that increase their likelihood for success and make them more meaningful to stakeholders. These include:

- The DTSP should invite and encourage input from all stakeholders and is representative of all areas of the District, Colleges, and the communities we serve;
- The DTSP should be placed where stakeholders can readily have access to it;
- The DTSP planning process should be clearly articulated and publicly known. The content should reflect the needs and issues raised during the planning processes and any changes should be communicated and ratified by the planning committee;
- The DTSP should accommodate the changes in the needs of the District, Colleges, and the communities we serve as reflected by changes in other District and College plans, Board Imperatives, accreditation and licensing requirements, and technology overall;
- The DTSP should have a 3-5 year focus and should include a collectively defined vision, mission, purpose, goals, objectives, and guiding principles;
- The DTSP's objectives should be quantifiable and realistic. Each objective should have a direct link to financial requirements;
- Progress towards meeting planned goals should be examined annually as part of a cyclical review process;
- The entire DTSP process should be evaluated with each three year cycle.

SBCCD District Technology Strategic Plan

The purpose of SBCCD's District Technology Strategic Plan (DTSP) is to encourage and enable all District constituencies to participate in the assessment of technology needs and the development of the vision, direction, and prioritization of solutions to address those needs. It ensures ongoing focus and

two-way alignment with the Educational Master Plans of the Colleges, the District Strategic Plan (including the Board Imperatives), and other plans and processes and provides a guiding framework for site-level planning and expenditure.

The plan enables all District entities to utilize data in decision making processes through the meaningful integration of disparate information systems and training; provide the technology necessary to enable College and District entities to respond to federal, state, and local accreditation, licensing, and reporting requirements; as well as maintain technological currency through the ongoing review of effective practices, emerging technologies, and the provision of training to technical staff and end-users.

The District Technology Strategic Plan encourages regular review of business practices, technologies, and strategies to find new and innovative ways to enhance operational efficiencies and maximize the value of the dollar in procuring new technologies and ensuring that a Total Cost of Ownership (TCO) model is followed.

Process

The development of the District Technology Strategic Plan involved active participation by all District stakeholders via five District-wide committees: TESS Executive Committee, Technical Infrastructure Committee, District Applications Work Group, and the SBVC and CHC Campus Technology Committees. While this plan is intended to provide a three year direction, this latest version of the DTSP builds upon the progress made in previous DTSP and is intended to be dynamic and will be updated as frequently and as is necessary to accommodate for the emerging needs of the District and our two Colleges.

Planning Team

Technology and Educational Support Services (TESS) Executive Committee

Charge: Develop, monitor, and update the Technology Strategic Plan and District IT Prioritization Process, ensuring alignment between the District-wide use of technology and the Board of Trustee's imperatives; Review, prioritize and monitor District-wide IT projects.

Membership:

- Brandi Bailes – CHC Academic Senate Appointee
- Celia Huston – SBVC Academic Senate President
- Steve Sutorus – District Business Manager
- Rick Hrdlicka – SBVC Director of Campus Technology Services
- Melissa Oshman – CHC Director, Technology Services
- Jason Brady – District Web Developer
- Jeremy Sims – District Director of Technical Services
- Larry Strong – District Director Fiscal Services
- Kristina Hannon – Interim Vice Chancellor Human Resources
- Pavel Bratulin – SBVC Director of Marketing and Public Relations
- Jeremiah Gilbert – Executive Director, Research, Planning and Institutional Effectiveness

- Luke Bixler – Chief Technology Officer
- Andy Chang - Director, Administrative Application Systems
- Al Jackson – Police Chief
- Delmy Montenegro-Spencer – CHC Vice-President Student Services
- Scott Thayer – SBVC Vice-President Student Services
- Scott Stark – SBVC Vice-President Administrative Services
- Mike Strong – CHC Vice-President Administrative Services
- Dina Humble – SBVC Vice-President Instruction
- Keith Wurtz – CHC Vice-President Instruction

District-wide Applications Work Group (DAWG)

Charge: To provide a communication conduit and working environment to: bring and discuss current issues related to District applications and College services, including new and changing state and federal mandates and College/District policies and procedures; To bring stakeholders together to complete tasks and resolve issues related to approved projects and operational tasks.

Membership:

- Andy Chang – Director, Administrative Application Systems
- Kristi Simonson – CHC Web Developer
- Jason Brady – District Web Developer
- Arlene McGowan – Systems Analyst
- Dianna Jones – Sr. Programmer Analyst
- Joyce Bond – Sr. Programmer Analyst
- DyAnn Walter – Systems Analyst
- Mike Tran – Sr. Programmer Analyst
- Joe Ho – Sr. Programmer Analyst
- Delmy Montenegro-Spencer – CHC Vice-President Student Services
- Keith Wurtz – CHC Vice-President Instruction
- Kristen Colvey – CHC Dean of Student Services
- Joe Cabrales – CHC Dean of Student Services
- James Smith – SBVC Dean of Research and Planning
- Scott Stark – SBVC Vice-President Administrative Services
- Marco Cota – SBVC Dean of Student Services
- Christie Gabriel – SBVC Sr. Researcher
- Maria Rodriguez – SBVC Dean of Student Equity and Success
- Michael Strong – CHC Vice-President Administrative Services
- Veada Benjamin – SBVC Admissions Coordinator
- Steven Silva – SBVC Admissions Evaluator
- Robert McAtee – CHC Counselor

- April Dale-Carter – SBVC Director of Admissions and Records
- Corrina Baber – Data Analyst
- Larry Aycock – CHC Director of Admissions and Records
- Herlinda Molina – SBVC Admissions
- Sophin Im – SBVC Clerk
- Julie Ulloa – SBVC Admissions
- Ailsa Aguilar-Ktibutr – SBVC Counselor
- Lidya Alamsyah – Fiscal services accountant
- Soutsakhone Xayaphanthong – Interim Director Promise program
- Noemi Elizalde – Fiscal services accountant
- Lawrence Strong – District Director Fiscal Services
- Kristin Flores – CHC Admissions Evaluator
- Kristina Heilgeist – CHC Catalog specialist
- Veronica Lehman – CHC Financial Aid specialist
- Elizabeth Lopez – CHC Catalog Specialist
- Kay Dee Yarbrough – SBVC Catalog Specialist
- Patricia Quach – SBVC Dean of the Academic Success and Learning Services Division
- Janice Wilkins – SBVC Counselor
- Michael Aquino – Sr. Programmer Analyst
- Robert Scudder – User Liaison
- Reyna Uribe – CHC Admissions technician
- Giovanni Sosa – CHC Dean of Research and Planning
- Yancie Carter – SBVC Counselor
- Scott Thayer – SBVC Vice-President Student Services
- Delmy Montenegro-Spencer – CHC Vice-President Student Services
- Christopher Crew – District Sr. Researcher
- Artour Aslanian – CHC Sr. Researcher
- Sharaf Williams – SBVC Director First Year Experience
- Luke Bixler – Chief Technology Officer
- Dina Humble – SBVC Vice-President of Instruction
- Breanna Curry – SBVC Schedule Catalog specialist

College Technology Committees (One for Each College)

CHC Charge: The Technology Planning Committee uses research and evidence to develop and oversee a comprehensive technology plan for the college, identify and troubleshoot technology issues at a strategic level and evaluate technology opportunities.

CHC Membership:

- Melissa Oshman – CHC Director, Technology Services (Co-Chair)
- Nicholas Reichert – Tutoring Coordinator

- Van Muse – Dean Instruction
- Anthony White – Sr. Technology Support Specialist
- Alan Oshiro – Sr. Technology Support Specialist
- Brandi Bailes – Faculty Mathematics (Co-Chair)
- Kristina Heilgeist – Schedule and Catalog Data Specialist
- Kristi Simonson – Web Developer
- Larry Cook – Director Facilities
- Jeremy Sims – District Director of Technology Services
- Luke Bixler – Chief Technology Officer
- Joe Cabrales – Dean Student Services
- Frank Madrid – Instructor Computer Science
- Gwendolyn DiPonio – Full-time professor
- Krista Ivy – Librarian
- Frances Rodriguez – Student
- Suzanne Delahanty – Alternative Media and Assistive Technology Specialist

SBVC Charge: Provide the campus with a plan for implementing current technologies. Provide Campus Technology staff with effective training that allows them to meet the technology needs of the campus. Provide our students with current technology resources to help them achieve their educational goals. Make a positive impact in our community. Cultivate partnerships that allow us to continue to serve and benefit our community. Effectively manage technology resources for the campus. Obtain revenue resources to adequately support technology initiatives.Provide universal accessibility to technology resources for constituents.

SBVC Membership:

- Rick Hrdlicka – SBVC Director of Campus Technology Services Co-Chair
- Dave Bastedo – Faculty Science
- Mandi Batalo – Faculty Arts & Humanities
- Anna Bojorquez – Assistive Technology Specialist
- Andy Chang - Director, Administrative Application Systems
- Lucas Cuny – Faculty RTVP and Media Academy Director
- John Feist - Classified Senate, Technology Support Specialist II
- Jonathan Flaa - Technology Support Specialist I
- Rania Hamdy - Professional and Organizational Development Coordinator
- Ron Hastings – Director of Library and Learning Support Services
- Wallace Johnson – Dean, Social Science Human Development and Kinesiology
- Kathy Kafela - Transfer and Career Services Coordinator
- Jeanne Marquis - Counselor
- Malik Stalbert – Faculty, Computer Information Technology
- Reggie Metu – Department Chair Computer Information Technology

- Aldo Sifuentes - Technology Support Specialist II (Co-chair)
- Jeremy Sims - District Director of Technical Services
- Bruce Underwood – Faculty Accounting
- Patti Wall – Associate Professor Department Chair, Library
- Nathan Yearyean - Technology Support Specialist II

TESS Management Team

Membership:

- Jeff Baugher – Director ATPC
- Luke Bixler – Chief Technology Officer
- Andy Chang – Director, Administrative Applications Systems
- Rick Hrdlicka – SBVC Director of Campus Technology Services
- Anna Mendez – Supervisor Printing Services
- Melissa Oshman – CHC Director, Technology Services
- Jeremy Sims – District Director of Technical Services
- Yvette Tram – Business Systems Administrator

Technology Vision

Our Technology Vision:

- Technologies will enable and enhance collaboration, communication, and partnerships within the District, and with federal, state, local, and community partners;
- Technologies will enable and enhance support towards academic and student success.
- Administrative applications will communicate seamlessly, enabling real time exchange of reliable data between systems;
- Information systems will expand and enhance services while maintaining forward and backward compatibility;
- Students, faculty, and staff will have an environment that is technologically current;
- The privacy and security of information within our technology systems will be ensured.

Technology Mission

To support the San Bernardino Community College District (SBCCD) by providing the secure technology that helps the District transform the lives of our students.

Guiding Principles

In the context of our organizational values, Technology and Educational Support Services (TESS) strives to provide the appropriate support by following these principles:

- Our first priority is in ensuring and facilitating student learning and success from pre-enrollment to graduation;

- Technology facilitates faculty and staff professional development and assists employees to maximize their effectiveness;
- Administrative applications will be able to communicate seamlessly, enabling real time exchange of reliable data between systems;
- SBCCD's systems provide a stable infrastructure and ready access to valid/reliable data;
- Technologies are responsive, inclusive, and relevant to the communities we serve and collaborate with;
- SBCCD strives for excellence in the services it provides and the technologies it deploys and maintains;
- SBCCD encourages the pursuit and adoption of innovative practices and technologies that enhance services to its stakeholders;
- SBCCD provides value, effective communication, and excellent service to all faculty, staff and students.

District Technology Goals and Initiatives

In developing the District Technology Strategic Goals, the District reviewed the Goals from the District Strategic Plan, the Crafton Hills College Technology Plan and the San Bernardino Valley College Technology Plan. In alignment with each of these plans, the District has identified the following five overarching goals: Enhance Information Security District-Wide, Support Instruction and Learning, Improve Services to Students, Support Innovation across the District, Enhance Stability and Reliability of Technology. These five goals and the related strategies will support and strengthen the goals from the plans across the District.

Goal 1: Enhance Information Security District-Wide

The following strategies will be used to meet the goal of enhancing Information Security across the District:

1.1 Security Framework: Identify and implement a security framework (NIST, ISO 27001, etc.) including policies that addresses Information Security in a higher education environment.
1.2 Security Processes: Establish monthly security processes at the District and each of the Colleges that ensures the latest security patches are being deployed on all devices.
1.3 Security Audit: Establish an annual audit with an external security company. This audit will review, scan and report on the status of the security posture across the District.
1.4 Security Solutions: Review, evaluate and implement new technology related security systems.
1.5 Security Training: Establish a security training program that will train and educate the faculty, staff, and students.

Goal 2: Support Instruction and Learning

The following strategies will be used to meet the goal of supporting instruction and learning across the District:

2.1 Research New Software: Work closely with the instructional offices at each of the Colleges to identify and implement solutions that will support instruction and learning.
2.2 System Upgrades: Review and upgrade existing software implementations to take advantage of new features and functionality.
2.3 Project Management Procedures: Establish project management procedures so that instructional projects are completed on time and under budget.
2.4 Learning Management System: Partner with the Distance Education Coordination Council and the Campus Technology Committees to identify changes and enhancements to our Learning Management System.
2.5 Campus Technology Committees: Partner with the Campus Technology Committees at each College to get feedback on instructional areas that can be improved across the District.

Goal 3: Improve Services to Students

The following strategies will be used to meet the goal of improving services to students across the District:

3.1 New Technology: Evaluate technologies that can improve the student experience.
3.2 Student Information System: Evaluate new versions of the Student Information System system that may offer new functionality for students.
3.3 State Initiatives: Partner with the administrative staff at the Colleges to review student facing solutions offered by the state.
3.4 Distance Education: Partner with the Distance Education Coordination Council to identify changes and enhancements that will improve the student experience.
3.5 Campus Technology Committees: In collaboration with the Campus Technology Committees at each College, obtain feedback on technologies that will improve the student experience.
3.6 Accessibility: Ensure that the appropriate accessibility training and technology is available to align with accessibility regulations and to meet the needs of our students.

Goal 4: Support Innovation across the District

The following strategies will be used to meet the goal of supporting innovation across the District:

4.1 Technology Research: Review innovative technology solutions, such as Customer Relationship Management systems, that are being implemented at other institutions.
4.2 Infrastructure: Review and implement infrastructure and technologies that support innovation.
4.3 Technology Surveys: Review District and Campus surveys to identify challenge areas and collaborate with the Colleges to find technologies that can provide solutions.
4.4 Learning Management System: Partner with the Distance Education Coordination Council and the Campus Technology Committees to identify new software or plugins that work with the Learning Management System.
4.5 Campus Technology Committees: Partner with the Campus Technology Committees at each College to get feedback on technologies that can lead to innovation across the District.

Goal 5: Enhance Stability and Reliability of Technology

The following strategies will be used to meet the goal to enhance stability and reliability of technology across the District:

5.1 Cloud Strategy: Evaluate and implement a Cloud Strategy that will move from a local infrastructure to a cloud hosted infrastructure.
5.2 Disaster Recovery Plan: Develop and implement a Business Continuity and Disaster Recovery Plan to cover all areas of technology at the District and at the Colleges.
5.3 Fault Tolerance: Create redundant pathways to create fault tolerance for internet and voice circuits at the District and the Colleges.
5.4 Redundancy: Evaluate, document and make recommendations for full redundancy in server rooms, core network and WAN environments.
5.5 Test Plans and Procedures: Establish and execute annual and semi-annual test plans to ensure disaster recovery procedures work properly and systems are operating as expected.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Technology Strategic Plan Goals and Timeline Summary

This table shows the timeline for the SBCCD Technology Strategic Plan Goals

SBCCD Technology Goals		Timeline			
2020 - 2023 District Technology Goals		FY 20-21	FY 21-22	FY 22-23	Progress
1.0	Enhance Information Security	X	X	X	
1.1	Security Framework		X		
1.2	Security Processes	X	X		
1.3	Security Audit	X	X	X	
1.4	Security Solutions		X		
1.5	Security Training		X	X	
2.0	Support Instruction and Learning	X	X	X	
2.1	Research New Software	X	X	X	
2.2	System Upgrades		X	X	
2.3	Project Management Procedures		X		
2.4	Learning Management System	X	X	X	
2.5	Campus Technology Committees	X	X	X	
3.0	Improve Services to Students	X	X	X	
3.1	New Technology	X	X	X	
3.2	Student Information System			X	
3.3	State Initiatives		X	X	
3.4	Distance Education	X	X	X	
3.5	Campus Technology Committees	X	X	X	
4.0	Support Innovation across District	X	X	X	
4.1	Technology Research	X	X	X	
4.2	Infrastructure	X	X		
4.3	Technology Surveys	X	X	X	
4.4	Learning Management System	X	X	X	
4.5	Campus Technology Committees	X	X	X	
5.0	Enhance Stability and Reliability		X	X	
5.1	Cloud Strategy		X		
5.2	Disaster Recovery		X		
5.3	Fault Tolerance	X			
5.4	Redundancy		X		
5.5	Test Plans and Procedures		X	X	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Alignment of Technology Goals with District Strategic Plan

This table demonstrates the alignment of the SBCCD Technology Strategic Plan Goals with the Districts Strategic Plan Goals

SBCCD Technology Goals		SBCCD Strategic Plan Goals			
2020 - 2023 District Technology Goals		Student Success	Enrollment and Access	Partnership of Strategic Importance	District Operational Systems
1.0	Enhance Information Security	X	X	X	X
1.1	Security Framework	X	X		X
1.2	Security Processes	X	X		X
1.3	Security Audit			X	X
1.4	Security Solutions	X	X		X
1.5	Security Training	X	X		X
2.0	Support Instruction and Learning	X	X	X	X
2.1	Research New Software	X	X		X
2.2	System Upgrades	X	X		X
2.3	Project Management Procedures			X	X
2.4	Learning Management System	X	X	X	X
2.5	Campus Technology Committees			X	X
3.0	Improve Services to Students	X	X	X	X
3.1	New Technology	X	X		X
3.2	Student Information System	X	X		X
3.3	State Initiatives	X	X	X	X
3.4	Distance Education			X	X
3.5	Campus Technology Committees			X	X
4.0	Support Innovation across the District	X	X	X	X
4.1	Technology Research	X	X		X
4.2	Infrastructure				X
4.3	Technology Surveys	X	X		X
4.4	Learning Management System	X		X	X
4.5	Campus Technology Committees			X	X
5.0	Enhance Stability and Reliability	X	X	X	X
5.1	Cloud Strategy	X	X		X
5.2	Disaster Recovery	X	X		X
5.3	Fault Tolerance	X	X		X
5.4	Redundancy	X	X		X
5.5	Test Plans and Procedures			X	X

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Alignment of Technology Goals with Crafton Hills College Technology Plan

This table demonstrates the alignment of the SBCCD Technology Strategic Plan Goals with the CHC Technology Plan

SBCCD Technology Goals		CHC Technology Plan Goals				
2020 - 2023 District Technology Goals		Secure Technology Infrastructure	Technology Access and Resources	Professional Development Technology	Evaluate & Improve Technology	Improve Student Relationship
1.0	Enhance Information Security	X	X		X	X
1.1	Security Framework	X	X			
1.2	Security Processes	X	X			
1.3	Security Audit	X	X			
1.4	Security Solutions	X			X	
1.5	Security Training	X		X		X
2.0	Support Instruction and Learning		X	X	X	X
2.1	Research New Software		X			
2.2	System Upgrades		X		X	
2.3	Project Management Procedures				X	
2.4	Learning Management System		X		X	X
2.5	Campus Technology Committees		X	X	X	
3.0	Improve Services to Students		X	X	X	X
3.1	New Technology		X	X	X	X
3.2	Student Information System		X		X	X
3.3	State Initiatives		X	X	X	X
3.4	Distance Education		X	X	X	X
3.5	Campus Technology Committees		X	X	X	X
4.0	Support Innovation across District	X	X	X	X	X
4.1	Technology Research	X	X	X	X	
4.2	Infrastructure	X			X	
4.3	Technology Surveys	X	X	X	X	X
4.4	Learning Management System		X	X	X	X
4.5	Campus Technology Committees	X	X	X	X	X
5.0	Enhance Stability and Reliability		X		X	X
5.1	Cloud Strategy		X		X	
5.2	Disaster Recovery		X		X	
5.3	Fault Tolerance		X		X	X
5.4	Redundancy		X		X	
5.5	Test Plans and Procedures		X		X	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Alignment of Technology Goals with San Bernardino Valley College Technology Plan

This table demonstrates the alignment of the SBCCD Technology Strategic Plan Goals with the SBVC Technology Plan

SBCCD Technology Goals		SBVC Technology Plan Goals					
2020 - 2023 District Technology Goals		Technology Resources and Support	Online Program Support	Partner-ships	District Collaboration	Professional Development	Access-ibility
1.0	Enhance Information Security	X	X		X		
1.1	Security Framework	X	X		X		
1.2	Security Processes	X	X		X		
1.3	Security Audit	X	X		X		
1.4	Security Solutions	X	X		X		
1.5	Security Training	X	X		X	X	
2.0	Support Instruction/Learning	X	X	X	X	X	X
2.1	Research New Software	X		X	X		X
2.2	System Upgrades	X	X		X	X	X
2.3	Project Management	X		X	X		
2.4	Learning Management	X	X		X		X
2.5	Campus Technology			X	X		X
3.0	Improve Services to Students	X	X	X	X	X	X
3.1	New Technology	X	X		X		
3.2	Student Information System	X	X		X		
3.3	State Initiatives	X	X	X	X		
3.4	Distance Education	X	X	X	X		
3.5	Campus Technology	X		X	X	X	X
4.0	Support Innovation	X	X		X	X	X
4.1	Technology Research	X	X		X		X
4.2	Infrastructure	X	X		X		
4.3	Technology Surveys	X					
4.4	Learning Management	X	X	X	X	X	X
4.5	Campus Technology	X	X	X	X	X	X
5.0	Enhance Stability/Reliability	X	X		X	X	X
5.1	Cloud Strategy	X	X		X	X	
5.2	Disaster Recovery	X	X		X		
5.3	Fault Tolerance	X			X		
5.4	Redundancy	X	X		X		
5.5	Test Plans and Procedures	X			X		X

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Jose F. Torres, Interim Chancellor

DATE: June 11, 2020

SUBJECT: Granting Student Trustees Authorization to Submit Board Agenda Items

RECOMMENDATION

It is recommended that the Board of Trustees grant Student Trustees authorization to submit Board agenda items for consideration.

OVERVIEW

On May 14, 2020, the Board of Trustees directed the Interim Chancellor to provide clarification to student trustees of their ability to submit board agenda items in the same manner as the publicly elected members of the Board.

ANALYSIS

Per Board Policy 2340 Agendas, members of the public may place matters directly related to the business of the District on an agenda for a Board meeting by submitting a written summary of the item to the Chancellor, although the District may defer a request to a later date. (See Education Code Section 72121.5 and Administrative Procedure 2340). The written summary must be signed by the initiator. The Board reserves the right to consider and take action in closed session on items submitted by members of the public as permitted or required by law.

Agendas shall be developed by the Chancellor in consultation with the Officers of the Board.

For consideration, items from members of the public must be submitted and received by the Office of the Chancellor two weeks prior to the Board meeting.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

No impact to the budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Stacey K. Nikac, Administrative Officer

DATE: June 11, 2020

SUBJECT: Board Self-Evaluation Instrument and Process

RECOMMENDATION

It is recommended that the Board of Trustees ratify the self-evaluation instrument as required in Board Policy 2745.

OVERVIEW

The Board of Trustees is committed to assessing its own performance as a Board in order to identify its strengths and areas in which it may improve its functioning. The evaluation instrument incorporates criteria contained in board policies regarding board operations, as well as criteria defining Board effectiveness promulgated by recognized practitioners in the field.

Board Chair Viricel and Interim Chancellor reviewed and determine the instrument or process to be used in Board self-evaluation. This evaluation instrument incorporates criteria contained in Board policies regarding Board operations, as well as criteria defining Board effectiveness promulgated by recognized practitioners in the field.

Board members have been asked to complete the evaluation instrument and submit it to the consultant. A summary of the evaluations will be presented and discussed at an annual Board retreat scheduled for that purpose. The results will be used to identify accomplishments in the past year and goals for the following year.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

Self-Evaluation Instrument and Process is included in the budget

San Bernardino Community College District 2020 Board Self-Assessment Spring 2020

Please rate the board in key functional areas using the following scale:

1 = strongly disagree; 2 = somewhat disagree; 3 = somewhat agree; 4 = agree; 5 = strongly agree; DK = don't know

Board Organization

	1	2	3	4	5	Don't Know
1. Board meetings are conducted in such a manner that the purposes are achieved effectively and efficiently.	○	○	○	○	○	○
2. Board members are given timely and adequate background information on the issues they are requested to make decisions about.	○	○	○	○	○	○
3. Board members make decisions after thorough discussion and exploration of many perspectives.	○	○	○	○	○	○

San Bernardino Community College District 2020 Board Self-Assessment Spring 2020

Please rate the board in key functional areas using the following scale:

1 = strongly disagree; 2 = somewhat disagree; 3 = somewhat agree; 4 = agree; 5 = strongly agree; DK = don't know

Policy Role & Direction

	1	2	3	4	5	Don't Know
4. The board understands that one of its primary functions is to establish the policies governing the community college district, based on consideration of all pertinent perspectives.	○	○	○	○	○	○
5. The board spends sufficient time discussing the future direction of the District.	○	○	○	○	○	○
6. The board adopts policies that guide the administration of the District and monitors compliance while leaving the day-to-day operations of the District to the chancellor.	○	○	○	○	○	○
7. The board has ensured that the mission and goals are sufficiently stated to be responsive to current and future community needs.	○	○	○	○	○	○

San Bernardino Community College District 2020 Board Self-Assessment Spring 2020

Please rate the board in key functional areas using the following scale:

1 = strongly disagree; 2 = somewhat disagree; 3 = somewhat agree; 4 = agree; 5 = strongly agree; DK = don't know

Board-Chancellor Relations

	1	2	3	4	5	Don't Know
8. The board provides the proper level of authority to the chancellor for administration of the District.	○	○	○	○	○	○
9. Board members respect the role of the chancellor as the link between the board and staff.	○	○	○	○	○	○
10. The board encourages the professional growth of the chancellor.	○	○	○	○	○	○
11. Board members are adequately prepared to address important issues facing the District.	○	○	○	○	○	○

San Bernardino Community College District 2020 Board Self-Assessment Spring 2020

Please rate the board in key functional areas using the following scale:

1 = strongly disagree; 2 = somewhat disagree; 3 = somewhat agree; 4 = agree; 5 = strongly agree; DK = don't know

Community College and Student Relations

	1	2	3	4	5	Don't Know
12. Board members show support for student and employee achievements by recognizing them during meetings and attending awards celebrations.	○	○	○	○	○	○
13. Board members support the programs and activities of the District by attending the various District events.	○	○	○	○	○	○
14. Transparency of board actions and materials is important to board members.	○	○	○	○	○	○
15. The board is sensitive to the concerns of students and employees while maintaining impartiality.	○	○	○	○	○	○

San Bernardino Community College District 2020 Board Self-Assessment Spring 2020

Please rate the board in key functional areas using the following scale:

1 = strongly disagree; 2 = somewhat disagree; 3 = somewhat agree; 4 = agree; 5 = strongly agree; DK = don't know

Community Relations

	1	2	3	4	5	Don't Know
16. The board is knowledgeable about community and regional needs and expectations.	○	○	○	○	○	○
17. Board members keep the chancellor informed of community contacts and issues.	○	○	○	○	○	○
18. The board assists in developing educational partnerships with community agencies, businesses and local government, where appropriate.	○	○	○	○	○	○

San Bernardino Community College District 2020 Board Self-Assessment Spring 2020

Please rate the board in key functional areas using the following scale:

1 = strongly disagree; 2 = somewhat disagree; 3 = somewhat agree; 4 = agree; 5 = strongly agree; DK = don't know

Standards for College Operations

	1	2	3	4	5	Don't Know
19. The board is knowledgeable about the college's educational programs/services.	○	○	○	○	○	○
20. The board assures that the budget reflects college priorities in the mission and goals.	○	○	○	○	○	○
21. The board engages in effective planning.	○	○	○	○	○	○
22. The board sets goals, priorities and action items that align with the mission.	○	○	○	○	○	○
23. The board sets suitable goals for the chancellor that align with the mission.	○	○	○	○	○	○
24. Board policies adequately address parameters for facilities maintenance and appearance.	○	○	○	○	○	○
25. The board is aware of the college's funding structure.	○	○	○	○	○	○
26. The board has policies that require adequate participation in decision-making within the institution.	○	○	○	○	○	○

San Bernardino Community College District 2020 Board Self-Assessment Spring 2020

Please rate the board in key functional areas using the following scale:

1 = strongly disagree; 2 = somewhat disagree; 3 = somewhat agree; 4 = agree; 5 = strongly agree; DK = don't know

Board Leadership

	1	2	3	4	5	Don't Know
27. Through its behavior, the board has set a positive example for the chancellor and other employees.	○	○	○	○	○	○
28. The board bases its decisions upon all available facts in each situation.	○	○	○	○	○	○
29. Once a decision is made, board members cease debate and uphold the decision of the board.	○	○	○	○	○	○
30. The board is willing to re-evaluate decisions when necessary.	○	○	○	○	○	○

San Bernardino Community College District 2020 Board Self-Assessment Spring 2020

Please rate the board in key functional areas using the following scale:

1 = strongly disagree; 2 = somewhat disagree; 3 = somewhat agree; 4 = agree; 5 = strongly agree; DK = don't know

Advocating for the College

	1	2	3	4	5	Don't Know
31. Board agendas include sufficient legislative and state policy issues facing the District.	○	○	○	○	○	○
32. The board helps educate the local community about District needs and issues.	○	○	○	○	○	○
33. The board advocates college interests to state and national agencies and legislators.	○	○	○	○	○	○
34. The board actively supports the District's foundation and fundraising efforts.	○	○	○	○	○	○

San Bernardino Community College District 2020 Board Self-Assessment Spring 2020

Please rate the board in key functional areas using the following scale:

1 = strongly disagree; 2 = somewhat disagree; 3 = somewhat agree; 4 = agree; 5 = strongly agree; DK = don't know

Board Education

	1	2	3	4	5	Don't Know
35. Board members are engaged in a continuous process of training and development.	○	○	○	○	○	○
36. The board is knowledgeable about major social and economic trends and issues that affect the institution.	○	○	○	○	○	○
37. Sufficient resources are allocated for board members to attend conferences and community events upon invitation.	○	○	○	○	○	○

San Bernardino Community College District 2020 Board Self-Assessment Spring 2020

As a trustee, I am most pleased about:

As a trustee, I have concerns about:

I recommend that the board have the following goals for the coming year:

What are areas where you might need additional assistance, training, or support?

Please provide any additional comments you may like to offer related to board operations, goals, and/or District goals.

Thank you for taking the time to complete the SBCCD 2020 Board Self-Assessment. Please select submit to record your responses.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Stacey K. Nikac, Administrative Officer

DATE: June 11, 2020

SUBJECT: Consideration to Approve Order of Election and the Specifications of the Election Order

RECOMMENDATION

It is recommended that the Board of Trustees approve a resolution of the Order of Election and the specifications of the election order, and send Order of Election to the Registrar of Voters and County Superintendent of Schools.

OVERVIEW

Every even-numbered year, the seats of the district governing board are elected as part of the November election. This year, four seats are to be open in the election.

The Order of Election declares four seats for SBCCD Board of Trustees to be on the election to be held November 3, 2020. Upon adoption of the Resolution, three copies are to be signed and filed with the Registrar of Voters, County Superintendent of Schools, and with the District Chancellor's office.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

None

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

ORDER OF ELECTION and
SPECIFICATIONS OF THE ELECTION ORDER

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT OF
SAN BERNARDINO COUNTY, CALIFORNIA

RESOLUTION ORDERING SCHOOL DISTRICT ELECTION FOR
GOVERNING BOARD MEMBERS WHOSE TERMS EXPIRE DECEMBER 10, 2020

WHEREAS, Section 5300 of the Education Code states that community college elections shall be governed by the Elections Code: and

WHEREAS, Section 1302 of the Elections Code allows for a governing board election to be held biennially on the first Tuesday after the first Monday in November of each even numbered year to fill the offices of governing board members whose terms expire on the second Friday of December next succeeding the election.

IT IS THEREFORE RESOLVED THAT, the County Superintendent of Schools of this county is hereby ordered to call an election for said purpose and in accordance with the designations contained in the following specifications of the election order made under authority of Education Code Sections 5304 and 5322:

SPECIFICATIONS OF THE ELECTION ORDER
Date of Election: Tuesday, November 3, 2020
Purpose: Election of Governing Board Members

The purpose of the election is to elect four (4) members of the governing board for a full-term ending December 10, 2020, to the following members:

Area 1 Trustee	December 10, 2020 – December 13, 2024
Area 3 Trustee	December 10, 2020 – December 13, 2024
Area 5 Trustee	December 10, 2020 – December 13, 2024
Area 7 Trustee	December 10, 2020 – December 13, 2024

The four (4) currently seated members of the Governing Board of the San Bernardino Community College District whose terms expire at this election are:

Frank Reyes
John Longville
Gloria Macias Harrison
Dr. Anne L. Viricel

IT IS FURTHER RESOLVED THAT, pursuant to Elections Code Section 13307, candidates requesting a Candidates Statement, limited to 200 words, printed and mailed to the voters, shall be required to pay the actual prorated cost thereof.

IT IS FURTHER ORDERED THAT, pursuant to Education Code Section 5322, the clerk of the District is hereby directed to furnish copies of this Order to the County Superintendent of Schools and to the officer conducting this election not less than 123 days prior to the date of the election.

The foregoing Resolution and Order was adopted and affirmed by the governing board of the San Bernardino Community College District of San Bernardino County, California, being the board authorized by law to make the designations contained herein, by formal vote as follows:

Ayes:

Noes:

Absent:

Date: June 11, 2020

_____
Dr. Anne L. Viricel
Chair of the Board of Trustees
SBCCD

I hereby certify that the foregoing is a full, true and correct transcript of a resolution duly adopted and affirmed by the Governing Board named therein at a duly constituted regular meeting of the Governing Board held on June 11, 2020, as it appears in the minutes of said meeting.

Date: June 11, 2020

_____
Dr. Anne L. Viricel
Chair of the Board of Trustees
SBCCD

ORDER OF ELECTION
and
SPECIFICATIONS OF THE ELECTION ORDER

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT OF
SAN BERNARDINO COUNTY, CALIFORNIA

RESOLUTION ORDERING SCHOOL DISTRICT ELECTION FOR
GOVERNING BOARD MEMBERS WHOSE TERMS EXPIRE DECEMBER 10, 2020

Resolved that, pursuant to Education Code, Section 5302, the County Superintendent of Schools of this County is hereby ORDERED to call an election for the purpose and in accordance with designations contained in the following specifications of the Election Order made under the authority of Education Code Sections 5304, 5320, and 5322.

SPECIFICATIONS OF THE ELECTION ORDER
Date of Election: Tuesday, November 3, 2020
Purpose: Election of Governing Board Members
Polls will open at 7:00 a.m. and close at 8:00 p.m.

PLEASE FILL IN THE NAMES BELOW:
Governing Board Members whose terms expire DECEMBER 10, 2020

NAME	FULL TERM / SHORT TERM (Bolded FT or ST)	APPOINTED / ELECTED (Bolded A or E)	DATE OF APPOINTMENT
Frank Reyes (Area 1)	**FT** / ST	A / **E**	**12/2016**
John Longville (Area 3)	**FT** / ST	A / **E**	12/2016
Gloria Macias Harrison (Area 5)	**FT** / ST	A / **E**	12/2016
Dr. Anne L. Viricel (Area 7)	**FT** / ST	A / **E**	**12/2016**

I, **Gloria Macias Harrison**, Clerk of the Governing Board of the **San Bernardino Community College District** of San Bernardino County, California, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a meeting thereof held at its regular place of meeting on June 11, 2020.

Dated: _____ _____
Clerk

Submit one (1) copy to the San Bernardino County Elections office
Submit one (1) copy to the County Superintendent of Schools
One (1) copy for your files

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Angel Rodriguez, Senior District Director of Marketing, Public Affairs and Government Relations

DATE: June 11, 2020

SUBJECT: Consideration of Adoption of Resolution Honoring George Floyd

RECOMMENDATION

It is recommended that the Board of Trustees adopt this resolution to condemn the killing of George Floyd and reaffirm its public responsibility to promote equity, opportunity and empathy, regardless of race.

OVERVIEW

This resolution reaffirms Board Policy 7100 Commitment to Diversity, and underscores that racism and oppression has dramatically affected the populations who experienced slavery, genocide, poverty, and forced relocation and continues to contribute to intergenerational and historical trauma in millions of citizens in California and San Bernardino County.

ANALYSIS

This resolution is consistent with:

- Board Policy 7100 Commitment to Diversity
- Board Policy 3410 Nondiscrimination
- Board Policy 5300 Student Equity
- Board Policy 3420 Equal Employment Opportunity
- Resolution #2019-09-12-GA01: To Increase Public Awareness Around Census 2020
- Board-Approved MOU with California Secretary of State: California Students Vote Project (October 20, 2016)

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
RESOLUTION IN HONOR OF GEORGE FLOYD

June 11, 2020

WHEREAS, the San Bernardino Community College District mourns the death of George Floyd and stands in solidarity with countless Americans who have suffered in the hands of police brutality, unequal treatment and racism; and

WHEREAS, the needless death of George Floyd occurred in Minneapolis on May 25, 2020, when a Minneapolis police officer arrested Mr. Floyd, handcuffed him lying face down on the road, and knelt on Mr. Floyd's neck for 8 minutes and 46 seconds. Two minutes and 53 seconds of this was after Mr. Floyd was non-responsive; and

WHEREAS, the San Bernardino Community College District is saddened and horrified by the actions of members of the Minneapolis Police Department; and

WHEREAS, the San Bernardino Community College District expresses its heartfelt condolences to George Floyd's family and his loved ones; and

WHEREAS, the San Bernardino Community College District values the sanctity of life and rejects a culture that dehumanizes people; and

WHEREAS, the San Bernardino Community College District empathizes with the hurt and rightful anger felt by so many against the unjustified killing of George Floyd, and recently, Breonna Taylor in Louisville, Kentucky and Ahmaud Arbery in Brunswick, Georgia who were not doing anything but normal everyday activities; and

WHEREAS, the response of frustration is that these tragedies continue to occur and there is no immediate action taken to address the systematic issues which have allowed these incidents to continue to take place; and

WHEREAS, the unified, diverse outpouring of protest by people of all walks of life underscores our shared belief that regardless of the color of our skin, injustice is unacceptable; and

WHEREAS, the mission of the San Bernardino Community College District, Crafton Hills College, San Bernardino Valley College and Empire KVCR is to educate and enrich the lives of students and families; and

WHEREAS, we provide higher education and career preparation for future police officers and first responders; and

WHEREAS, our students, faculty and staff reflect the diversity of our community; and

WHEREAS, we recognize that racism and oppression have dramatically affected the populations who experienced slavery, genocide, poverty, and forced relocation and continues to contribute to intergenerational and historical trauma in millions of citizens in California and San Bernardino County.

THEREFORE, BE IT RESOLVED that the San Bernardino Community College District Board of Trustees reaffirms its public responsibility to promote equity, opportunity and empathy, regardless of race; and

BE IT FURTHER RESOLVED that the San Bernardino Community College District Board of Trustees reaffirms its Board Policy 7100, stating, “The District commits to equitable treatment and elimination of discrimination in all its forms at all organizational levels and throughout all programs. The District recognizes the rights of all individuals to mutual respect; acceptance of others without biases based on differences of any kind. The District makes a commitment to individual and organizational efforts to build respect, dignity, fairness, caring, equality, and self-esteem. The District acknowledges and honors the fundamental value of all individuals and pledges to create and maintain an environment that respects diverse traditions, heritages, and experiences;” and

BE IT FURTHER RESOLVED that the San Bernardino Community College District will promote and encourage all policies that prioritize the health of people of color, and support local, state, regional, and federal initiatives that advance efforts to dismantle systematic racism and trauma as a result of campus climate such as emotional and psychological harm of overexposure to criminalizing practices on campus that disproportionately impact students of color, and racial bias, racial exclusion, and discrimination in campus practices; and

BE IT FURTHER RESOLVED that the San Bernardino Community College District will pursue racial equity, implicit bias, workplace bias training among all personnel as a public health urgency; and

BE IT FURTHER RESOLVED that the San Bernardino Community College District will incorporate educational efforts to address and dismantle racism, and expand understanding of racism and how racism affects individual and population health; and

BE IT FURTHER RESOLVED that the San Bernardino Community College District will promote community engagement, actively engaging citizens on issues of racism, and providing tools to engage actively and authentically with communities of color; and

BE IT FURTHER RESOLVED that the San Bernardino Community College District will commit to reviewing all district and campus policies with a racial equity lens, and commit to assigning the staffing and resources required to intentionally study and address operations, policies and procedures that may cause Black and African American students to be disproportionately impacted and fall behind in student success measures as it relates to other ethnic groups; and

BE IT FURTHER RESOLVED that the San Bernardino Community College District will continue encouraging everyone to work together towards greater accountability, justice, and a better tomorrow by participating in the 2020 U.S. Census and voting in every local, state and national election; and

FINALLY, BE IT RESOLVED that the San Bernardino Community College District will advocate for, and secure adequate resources to successfully accomplish the above activities.

APPROVED, PASSED AND ADOPTED by the Board of Trustees of the San Bernardino Community College District on the 11th day of June 2020, by the following vote:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

I, Dr. Anne L. Viricel, Chair of the San Bernardino Community College District Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of the resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which resolution is on file in office of said Board.

_____
Chair of the Board of Trustees
San Bernardino Community College District

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Larry Strong, Director of Fiscal Services

DATE: June 11, 2020

SUBJECT: Consideration of Approval to Adopt Fiscal Year 2020-21 Tentative Budget

RECOMMENDATION

It is recommended that the Board of Trustees adopt the Fiscal Year 2020-21 Tentative Budget as presented.

OVERVIEW

The Tentative Budget is adopted prior to July 1 so that the District can make expenditures after June 30, 2020.

ANALYSIS

The Tentative Budget is a preliminary projection of income and expenditures based on the most current information available. The Final Budget will be submitted to the Board of Trustees in September per the budget calendar approved November 2019, and the California Budget and Accounting Manual.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The Tentative Budget reflects a middle case scenario which includes a reduction of 8.0% in total computational revenue. This reduction is shown as a deficit factor for the 2020-21 fiscal year. SBCCD staff will continue to monitor and assess State budget developments over the next several months.

FISCAL YEAR 2020-21
TENTATIVE BUDGET

Presented for Adoption 6/11/2020

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EXECUTIVE SUMMARY

During good times and bad, San Bernardino Valley College and Crafton Hills College are a source of hope for the community. We prepare future scientists, health providers, and first responders who keep us safe. We provide new skills to displaced workers and give recent high school graduates an affordable option to start their first two years of a bachelor's degree. Our mission is more critical today than ever before. San Bernardino Community College District stands firm in its commitment to fostering a safe, enriching, welcoming, and supportive community where all our students, faculty and staff feel safe and can grow, learn and prosper, regardless of who they are or where they come from.

The Governor's May 14, 2020 revised budget plan contains a $54.3 billion shortfall, confirming that the global COVID-19 pandemic has initiated a severe economic downturn. This is the start of a particularly challenging period for all which is forecasted to stretch into next year and beyond, requiring many open, transparent, and difficult decisions. SBCCD's Board of Trustees and staff will work diligently to navigate this uncharted course.

It should be kept in mind that this document is a Tentative Budget. The full impact of the economic crisis remains unclear and many modifications are expected before a State budget is finalized. SBCCD will continue to monitor and assess developments, while focusing on a middle case scenario budget.

The Tentative Budget was developed by creating a best, middle, and worst case scenario multi-year forecast. These scenarios will provide SBCCD with the agility to move quickly between scenarios as financial data is provided by the State of California.

	BEST CASE					
Description	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Revenue	107,729,098	108,079,915	114,091,980	117,359,975	119,798,897	123,346,489
Expense	114,709,590	112,835,597	114,550,952	116,326,017	118,144,636	120,007,992
Change in Fund Balance	(6,980,492)	(4,755,681)	(458,972)	1,033,957	1,654,261	3,338,497
Fund Balance $	19,441,272	14,685,591	16,226,619	17,260,576	18,914,837	22,253,334
Fund Balance %	16.95%	13.02%	14.17%	14.84%	16.01%	18.54%

	MIDDLE CASE					
Description	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Revenue	107,729,098	102,897,101	111,189,604	116,695,824	119,041,080	122,492,045
Expense	114,709,590	112,835,597	114,550,952	116,326,017	118,144,636	120,007,992
Change in Fund Balance	(6,980,492)	(9,938,496)	(3,361,348)	369,807	896,443	2,484,053
Fund Balance $	19,441,272	9,502,776	8,141,428	8,511,235	9,407,679	11,891,731
Fund Balance %	16.95%	8.42%	7.11%	7.32%	7.96%	9.91%
Note: This scenario includes $2.3 MM in revenues from the Commercial Building Investment beginning in FY 2022-23						

	WORST CASE					
Description	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Revenue	107,729,098	100,823,975	107,043,352	116,695,824	119,041,080	122,492,045
Expense	114,709,590	112,835,597	114,550,952	116,326,017	118,144,636	120,007,992
Change in Fund Balance	(6,980,492)	(12,011,622)	(7,507,600)	369,807	896,443	2,484,053
Fund Balance $	19,441,272	7,429,651	1,922,051	2,291,858	3,188,301	5,672,354
Fund Balance %	16.95%	6.58%	1.68%	1.97%	2.70%	4.73%
Note: This scenario includes $2.3 MM in revenues from the Commercial Building Investment beginning in FY 2022-23						

The scenarios are differentiated by the expected Cost of Living Adjustment (COLA) along with a corresponding deficit factor.

Based on our analysis, we recommend that we move forward with the middle case scenario and continue to adjust our decisions as data become available.

All three scenarios include a thorough inventory of vacant positions and a hiring freeze across the District with the exception of certain positions which are necessary to continue operations. All other operating expenditures were reduced accordingly, and we will continue to explore the implementation of additional efficiencies.

SCENARIO ASSUMPTIONS			
ITEM/YEAR	BEST	MIDDLE	WORST
COLA			
2019-20	3.26%	3.26%	3.26%
2020-21	0.00%	0.00%	0.00%
2021-22	2.80%	0.00%	0.00%
2022-23	3.16%	3.16%	3.16%
2023-24	3.16%	3.16%	3.16%
2024-25	3.16%	3.16%	3.16%
DEFICIT FACTOR			
2019-20	3.69%	3.69%	3.69%
2020-21	3.00%	8.00%	10.00%
2021-22	0.00%	0.00%	4.00%
2022-23	1.00%	1.00%	1.00%
2023-24	1.00%	1.00%	1.00%
2024-25	1.00%	1.00%	1.00%

Beginning in FY 2022-23 the middle and worst case scenarios include the addition of $2.3 million in revenue from our commercial properties, which is currently being used for the SBCCD Promise. Based on the worst case scenario, our fund balance could fall below the State required 5%, and these funds are needed to maintain compliance with State requirements.

The middle and worst case scenarios also require that our Board of Trustees reduces fund balance goals from the existing range of 10%-15% to fall below 10%. SBCCD's strong financial practices are now serving as the backbone to continuing operations and serving our students with as little interruption to their education as possible.

BUDGETING OVERVIEW

Integrated Planning and Budgeting

The colleges and Districtwide Support Operations staff have each used program review and/or strategic planning processes to determine their highest priority goals and objectives. Consequently, the budget reflects resources allocated to departments based on those prioritized requirements.

Multi-Year Budgeting

This budget includes a four-year, long-range financial plan that incorporates enrollment management projections by college, personnel and benefit costs, and revenue projections based on the Governor's May Revise State Budget proposal. It provides a sense of direction to the colleges, allows SBCCD to make changes as necessary, and helps measure progress on established goals, as well as identify and minimize risks.

Board Directives for the 2020-21 General Fund Budget

Consistent with SBCCD Administrative Procedure 6200 Budget Preparation, the Board of Trustees provides staff with initial direction concerning the distribution of resources for the next fiscal year's budget prior to March 1. The prioritized directives for the 2020-21 General Fund budget, listed below, were approved by the Board of Trustees at its February 13, 2020 meeting. Unfortunately, due to the severe budget reversal brought about by the COVID-19 pandemic, SBCCD's Tentative Budget anticipates a reduction of the General Fund balance reserve below the directed range of 10-15%.

1. Align unrestricted general fund and student success funding with the State Chancellor's
2. Allocate funding to support the implementation of the SBCCD Promise following the Guiding Principles for the FCC Auction Proceeds.
3. Maintain a fund balance range of 10-15% in the Unrestricted General Fund, unless fund balance is utilized for specially identified one-time[1] needs as authorized by the Board of Trustees.
4. Allocate funding through the budget process for deferred maintenance.
5. New positions must be approved through the process of program review or any other prioritization process as established at SBCCD.

Resource Allocation Model Guidelines & Assumptions

The assumptions used for the 2020-21 Tentative Budget, listed here, are based on the Governor's May Revise. Changes are anticipated.

1. Unrestricted General Fund Assumptions:
   - Decrease to Student-Centered Funding Formula of $592 million, resulting in an estimated shortfall from previous expectations of 8% for SBCCD
   - No COLA
   - No enrollment growth
   - Deferrals in FY 19-20 (May and June 2020)
   - Deferrals in FY 20-21 (April, May, and June 2021)
   - No workload reduction
   - Other decreases to part-time faculty compensation, part-time faculty office hours, and deferred maintenance
   - Reduction to employer pension contributions by 2% for FY 2020-21 and FY 2021-22

2. Categorical Assumptions**:**
   - Flexibility to permit the use of certain restricted fund balances
   - Decrease to Strong Workforce (60%)
   - Decrease to Student Equity and Achievement Program (18%)
   - Decrease to California College Promise (6%)
   - Decreases to online education initiative (87%)
   - Decrease to adult education program (10%)

3. Other**:**
   - Extension of the hold harmless provision by two years
   - Extension on financial reporting deadlines for FY 2020-21 budgets

[1] *One-time* is defined as an expenditure that has no ongoing commitment. While one-time needs may be repeated in future years, the nature of the expenditure must conform to the definition.

- Temporary deferral of FON penalties until further notice
- Exemption of COVID-19 related expenditures from the 50% Law
- Possible funding for Crafton's Performing Arts Center (unknown)
- Decrease in support for Calbright by $3 million

4. One-Time Funding: The budget does not contain any one-time funding at this time.

5. Other Revenue: Eligible Revenue will be allocated based on the latest allocation percent and which will be updated as new information becomes available from the State Chancellor's Office.

Links to State Budget Information

- Governor's Budget Proposal: http://www.ebudget.ca.gov/
- May Revise Joint Analysis of the CCCCO/ACBO/ACCCA/CCLC: https://www.accca.org/files/CFLA/2020-21_May_Revision_Joint_Analysis_05-15-20.pdf
- May Revise Analysis of the LAO: https://lao.ca.gov/Budget?year=2020&subjectArea=May

Fund Descriptions

The SBCCD budget is comprised of 21 funds, which are described below. *Categories and descriptions are provided by the California State Budget Accounting Manual (BAM) (https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/College-Finance-and-Facilities-Planning/Manuals).

Governmental

Governmental funds are used to track information on resources associated with the District's educational objectives.

General Funds
- Unrestricted
- Restricted

Debt Service Funds
- Bond Interest & Redemption

Special Revenue Funds
- Child Development
- KVCR

Capital Projects Funds
- Capital Outlay Projects
- Measure M
- Measure CC

Proprietary

Proprietary funds are for tracking District activities similar to those used in private sector accounting due to their income-producing character.

Enterprise Funds
- Cafeteria
- Investment Properties

Internal Service Funds
- Self-Insurance
- Retiree Benefits

Fiduciary

Fiduciary funds account for assets held on behalf of another party for which the District has some discretionary authority.

Trusts Funds
- Associated Students
- Representation Fee
- Student Body Center Fee
- Financial Aid
- Scholarship & Loan
- PARS Investment Trust
- Student Clubs & Trusts

Agency Funds
- FNX
- Inland Futures Foundations

UNRESTRICTED GENERAL FUND MULTI-YEAR FORECAST

	2020-21 Tentative Budget	SBVC	CHC	DSO	SBCCD Total
Section A - State Base Revenue					
1	Base Allocation Revenue (medium and small colleges)	$ 4,719,754	$ 4,045,502		$8,765,256
2	Credit FTES	10,239.92	4,621.18		14,861.10
3	Rate Per Credit FTES				$4,013.61
4	Total Credit FTES Funding	$ 41,099,045	$ 18,547,614		$59,646,660
5	Special Admit and CDCP (enhanced) FTES	283.83	75.19		359.02
6	Rate Per Special Admit and CDCP (enhanced) FTES				$5,621.94
7	Total Special Admit and CDCP (enhanced) FTES Funding	$ 1,595,675	$ 422,714		$2,018,389
8	Non-Credit FTES	273.12	34.70		307.82
9	Rate Per Non-Credit FTES				$3,380.63
10	Total Non-Credit FTES Funding	$ 923,318	$ 117,308		$1,040,626
11	Total SBCCD FTES	10,796.87	4,731.07		15,527.94
12	Supplemental Component (based on %)	18,076	6,118		24,194
13	Rate Per Supplemental Component				$949
14	Total Supplemental Component Funding	$ 17,155,389	$ 5,806,410		$22,961,800
15	Total Student Success Incentive Component Funding	$ 6,470,011	$ 2,753,548		$9,223,559
16	Total State Base Revenue (sum of lines 1,4,7,10,14,15)	$ 71,963,192	$ 31,693,096		$103,656,289
17	State-Based Revenue Percent By College	69.42%	30.58%		
18	Calculated Revenue Shortfall Percent				-8.00%
19	Revenue Shortfall Amount	-$5,757,055	-$2,535,448		-$8,292,503
20	Adjusted State Base Revenue *(line 16 + line 19)*	$66,206,137	$29,157,649	$0	$95,363,785
21	Proposed Base Allocation Increase				$0
22	Total State Revenue	$66,206,137	$29,157,649	$0	$95,363,785
23	Change From Previous Year State Base Revenue				-$4,467,978
Section B - Other Revenue					
24	Part-time Faculty Funding	$228,617	$100,684		$329,301
25	Full-time Faculty Funding	$471,938	$207,845		$679,783
26	Lottery Funding	$1,569,053	$691,022		$2,260,075
27	Interest Income	$206,905	$91,122		$298,027
28	Other Campus Revenue Per Campus Projections	$939,825	$413,906		$1,353,731
29a	STRS/PERS Trust Interest Revenue	$1,423,209	$626,791		$2,050,000
29b	Commercial Building Annual Revenue	$0	$0		$0
30	Other Revenue	$404,030	$158,368		$562,398
31	Total Other Revenue	$5,243,577	$2,289,739		$7,533,315
32	Total Revenue *(line 22 + line 31)*	$71,449,713	$31,447,387	$0	$102,897,101
Section C - Site Expenses					
33	1000 - Academic Salaries	$30,283,965	$15,034,903	$1,139,275	$46,458,142
34	2000 - Classified Salaries	$10,765,438	$6,623,551	$9,158,154	$26,547,143
35	3000 - Benefits	$12,408,253	$6,774,140	$4,738,672	$23,921,065
36	4000 - Supplies	$856,991	$420,737	$389,305	$1,667,033
37	5000 - Other Expenses and Services	$5,164,871	$2,367,192	$5,509,034	$13,041,096
38	6000 - Capital Outlay	$435,638	$28,330	$139,845	$603,813
39	7000 - Other Outgo	$10,304	$7,000	$580,000	$597,304
40	Site Budgeted / Projected Actual Expenditures	$59,925,460	$31,255,852	$21,654,284	$112,835,597
41	Percentage of Budget by Site	53.11%	27.70%	19.19%	
42	Shared Costs (District Support Services)	$15,033,448	$6,620,836	-$21,654,284	
43	Annual Excess/(Deficit) (line 32 - line 40 - line 42)	-$3,509,194	-$6,429,301	$0	-$9,938,496
Section D - One-Time Adjustments & Fund Balance					
44	FCC Legal Fees Reimbursement				
45	Salary Increases (Retro)--included in expenses above				
46	Annual Increase/(Decrease) to Fund Balance				-$9,938,496
47	Prior Year Audit Adjustments to Fund Balance				
48	Fund Balance July 1, Year Beginning				$19,441,272
49	Year-end Estimated Fund Balance (actual is per CCFS 311)				$9,502,776
50	Fund Balance Percentage (line 51 / line 40)				8.42%
51	Unrestricted Fund Balance				$9,502,776

	2021-22 Budget Forecast	SBVC	CHC	DSO	SBCCD Total
Section A - State Base Revenue					
1	Base Allocation Revenue (medium and small colleges)	$ 4,719,754	$ 4,045,502		$8,765,256
2	Credit FTES	10,239.92	4,621.18		14,861.10
3	Rate Per Credit FTES				$4,013.61
4	Total Credit FTES Funding	$41,099,045	$18,547,614		$59,646,660
5	Special Admit and CDCP (enhanced) FTES	283.83	75.19		359.02
6	Rate Per Special Admit and CDCP (enhanced) FTES				$5,621.94
7	Total Special Admit and CDCP (enhanced) FTES Funding	$1,595,675	$422,714		$2,018,389
8	Non-Credit FTES	273.12	34.70		307.82
9	Rate Per Non-Credit FTES				$3,380.63
10	Total Non-Credit FTES Funding	$923,318	$117,308		$1,040,626
11	Total SBCCD FTES	10,796.87	4,731.07		15,527.94
12	Supplemental Component (based on %)	18,076	6,118		24,194
13	Rate Per Supplemental Component				$949
14	Total Supplemental Component Funding	$17,155,389	$5,806,410		$22,961,800
15	Total Student Success Incentive Component Funding	$6,470,011	$2,753,548		$9,223,559
16	Total State Base Revenue (sum of lines 1,4,7,10,14,15)	$ 71,963,192	$ 31,693,096		$103,656,289
17	State-Based Revenue Percent By College	69.42%	30.58%		
18	Calculated Revenue Shortfall Percent				0.00%
19	Revenue Shortfall Amount	$0	$0		$0
20	Adjusted State Base Revenue *(line 16 + line 19)*	$71,963,192	$31,693,096	$0	$103,656,289
21	Proposed Base Allocation Increase				$0
22	Total State Revenue	$71,963,192	$31,693,096	$0	$103,656,289
23	Change From Previous Year State Base Revenue				$8,292,503
Section B - Other Revenue					
24	Part-time Faculty Funding	$228,617	$100,684		$329,301
25	Full-time Faculty Funding	$471,938	$207,845		$679,783
26	Lottery Funding	$1,569,053	$691,022		$2,260,075
27	Interest Income	$206,905	$91,122		$298,027
28	Other Campus Revenue Per Campus Projections	$939,825	$413,906		$1,353,731
29a	STRS/PERS Trust Interest Revenue	$1,423,209	$626,791		$2,050,000
29b	Commercial Building Annual Revenue	$0	$0		$0
30	Other Revenue	$404,030	$158,368		$562,398
31	Total Other Revenue	$5,243,577	$2,289,739		$7,533,315
32	Total Revenue *(line 22 + line 31)*	$77,206,769	$33,982,835	$0	$111,189,604
Section C - Site Expenses					
33	1000 - Academic Salaries	$30,614,697	$15,190,796	$1,139,275	$46,944,768
34	2000 - Classified Salaries	$10,998,064	$6,773,054	$9,333,691	$27,104,809
35	3000 - Benefits	$12,715,577	$6,890,267	$4,850,469	$24,456,313
36	4000 - Supplies	$865,561	$424,944	$393,198	$1,683,703
37	5000 - Other Expenses and Services	$5,216,520	$2,390,864	$5,564,124	$13,171,507
38	6000 - Capital Outlay	$439,994	$28,613	$141,243	$609,851
39	7000 - Other Outgo	$0	$0	$580,000	$580,000
40	Site Budgeted / Projected Actual Expenditures	$60,850,414	$31,698,538	$22,002,000	$114,550,952
41	Percentage of Budget by Site	53.12%	27.67%	19.21%	
42	Shared Costs (District Support Services)	$15,274,849	$6,727,151	-$22,002,000	
43	Annual Excess/(Deficit) (line 32 - line 40 - line 42)	$1,081,506	-$4,442,854	$0	-$3,361,348
Section D - One-Time Adjustments & Fund Balance					
44	FCC Legal Fees Reimbursement				$2,000,000
45	Salary Increases (Retro)--included in expenses above				
46	Annual Increase/(Decrease) to Fund Balance				-$1,361,348
47	Prior Year Audit Adjustments to Fund Balance				
48	Fund Balance July 1, Year Beginning				$9,502,776
49	Year-end Estimated Fund Balance (actual is per CCFS 311)				$8,141,428
50	Fund Balance Percentage (line 51 / line 40)				7.11%
51	Unrestricted Fund Balance				$8,141,428

	2022-23 Budget Forecast	SBVC	CHC	DSO	SBCCD Total
Section A - State Base Revenue					
1	Base Allocation Revenue (medium and small colleges)	$ 4,868,898	$ 4,173,340		$ 9,042,238
2	Credit FTES	10,239.92	4,621.18		14,861.10
3	Rate Per Credit FTES				$4,140.44
4	Total Credit FTES Funding	$ 42,397,775	$ 19,133,719		$61,531,494
5	Special Admit and CDCP (enhanced) FTES	283.83	75.19		359.02
6	Rate Per Special Admit and CDCP (enhanced) FTES				$5,799.59
7	Total Special Admit and CDCP (enhanced) FTES Funding	$ 1,646,099	$ 436,071		$2,082,170
8	Non-Credit FTES	273.12	34.70		307.82
9	Rate Per Non-Credit FTES				$3,487.46
10	Total Non-Credit FTES Funding	$ 952,495	$ 121,015		$1,073,509
11	Total SBCCD FTES	10,796.87	4,731.07		15,527.94
12	Supplemental Component (based on %)	18,076	6,118		24,194
13	Rate Per Supplemental Component				$979
14	Total Supplemental Component Funding	$ 17,697,500	$ 5,989,893		$23,687,392
15	Total Student Success Incentive Component Funding	$ 6,674,463	$ 2,840,560		$9,515,023
16	Total State Base Revenue (sum of lines 1,4,7,10,14,15)	$ 74,237,229	$ 32,694,598		$106,931,827
17	State-Based Revenue Percent By College	69.42%	30.58%		
18	Calculated Revenue Shortfall Percent				-1.00%
19	Revenue Shortfall Amount	-$742,372	-$326,946		-$1,069,318
20	Adjusted State Base Revenue *(line 16 + line 19)*	$73,494,857	$32,367,652	$0	$105,862,509
21	Proposed Base Allocation Increase				$0
22	Total State Revenue	$73,494,857	$32,367,652	$0	$105,862,509
23	Change From Previous Year State Base Revenue				$2,206,220
Section B - Other Revenue					
24	Part-time Faculty Funding	$228,617	$100,684		$329,301
25	Full-time Faculty Funding	$471,938	$207,845		$679,783
26	Lottery Funding	$1,569,053	$691,022		$2,260,075
27	Interest Income	$206,905	$91,122		$298,027
28	Other Campus Revenue Per Campus Projections	$939,825	$413,906		$1,353,731
29a	STRS/PERS Trust Interest Revenue	$1,423,209	$626,791		$2,050,000
29b	Commercial Building Annual Revenue	$1,596,771	$703,229		$2,300,000
30	Other Revenue	$404,030	$158,368	$1,000,000	$1,562,398
31	Total Other Revenue	$6,840,347	$2,992,968		$10,833,315
32	Total Revenue *(line 22 + line 31)*	$80,335,204	$35,360,620	$1,000,000	$116,695,824
Section C - Site Expenses					
33	1000 - Academic Salaries	$30,952,870	$15,350,198	$1,139,275	$47,442,343
34	2000 - Classified Salaries	$11,235,925	$6,925,920	$9,513,179	$27,675,023
35	3000 - Benefits	$13,033,115	$7,009,879	$4,965,944	$25,008,939
36	4000 - Supplies	$874,217	$429,194	$397,130	$1,700,540
37	5000 - Other Expenses and Services	$5,268,685	$2,414,772	$5,619,765	$13,303,222
38	6000 - Capital Outlay	$444,394	$28,899	$142,656	$615,950
39	7000 - Other Outgo	$0	$0	$580,000	$580,000
40	Site Budgeted / Projected Actual Expenditures	$61,809,206	$32,158,862	$22,357,949	$116,326,017
41	Percentage of Budget by Site	53.13%	27.65%	19.22%	
42	Shared Costs (District Support Services)	$15,521,966	$6,835,983	-$22,357,949	
43	Annual Excess/(Deficit) (line 32 - line 40 - line 42)	$3,004,032	-$3,634,225	$1,000,000	$369,807
Section D - One-Time Adjustments & Fund Balance					
44	FCC Legal Fees Reimbursement				
45	Salary Increases (Retro)--included in expenses above				
46	Annual Increase/(Decrease) to Fund Balance				$369,807
47	Prior Year Audit Adjustments to Fund Balance				
48	Fund Balance July 1, Year Beginning				$8,141,428
49	Year-end Estimated Fund Balance (actual is per CCFS 311)				$8,511,235
50	Fund Balance Percentage (line 51 / line 40)				7.32%
51	Unrestricted Fund Balance				$8,511,235

	2023-24 Budget Forecast	SBVC	CHC	DSO	SBCCD Total
Section A - State Base Revenue					
1	Base Allocation Revenue (medium and small colleges)	$ 5,022,755	$ 4,305,218		$9,327,973
2	Credit FTES	10,239.92	4,621.18		14,861.10
3	Rate Per Credit FTES				$4,271.28
4	Total Credit FTES Funding	$43,737,545	$19,738,344		$63,475,889
5	Special Admit and CDCP (enhanced) FTES	283.83	75.19		359.02
6	Rate Per Special Admit and CDCP (enhanced) FTES				$5,982.86
7	Total Special Admit and CDCP (enhanced) FTES Funding	$1,698,115	$449,851		$2,147,967
8	Non-Credit FTES	273.12	34.70		307.82
9	Rate Per Non-Credit FTES				$3,597.66
10	Total Non-Credit FTES Funding	$982,593	$124,839		$1,107,432
11	Total SBCCD FTES	10,796.87	4,731.07		15,527.94
12	Supplemental Component (based on %)	18,076	6,118		24,194
13	Rate Per Supplemental Component				$1,010
14	Total Supplemental Component Funding	$18,256,741	$6,179,173		$24,435,914
15	Total Student Success Incentive Component Funding	$6,885,376	$2,930,322		$9,815,698
16	Total State Base Revenue (sum of lines 1,4,7,10,14,15)	$ 76,583,126	$ 33,727,747		$110,310,873
17	State-Based Revenue Percent By College	69.42%	30.58%		
18	Calculated Revenue Shortfall Percent				-1.00%
19	Revenue Shortfall Amount	-$765,831	-$337,277		-$1,103,109
20	Adjusted State Base Revenue *(line 16 + line 19)*	$75,817,294	$33,390,470	$0	$109,207,764
21	Proposed Base Allocation Increase				$0
22	Total State Revenue	$75,817,294	$33,390,470	$0	$109,207,764
23	Change From Previous Year State Base Revenue				$3,345,255
Section B - Other Revenue					
24	Part-time Faculty Funding	$228,617	$100,684		$329,301
25	Full-time Faculty Funding	$471,938	$207,845		$679,783
26	Lottery Funding	$1,569,053	$691,022		$2,260,075
27	Interest Income	$206,905	$91,122		$298,027
28	Other Campus Revenue Per Campus Projections	$939,825	$413,906		$1,353,731
29a	STRS/PERS Trust Interest Revenue	$1,423,209	$626,791		$2,050,000
29b	Commercial Building Annual Revenue	$1,596,771	$703,229		$2,300,000
30	Other Revenue	$404,030	$158,368		$562,398
31	Total Other Revenue	$6,840,347	$2,992,968		$9,833,315
32	Total Revenue *(line 22 + line 31)*	$82,657,642	$36,383,438	$0	$119,041,080
Section C - Site Expenses					
33	1000 - Academic Salaries	$31,298,653	$15,513,185	$1,139,275	$47,951,113
34	2000 - Classified Salaries	$11,479,137	$7,082,226	$9,696,704	$28,258,067
35	3000 - Benefits	$13,361,229	$7,133,090	$5,085,229	$25,579,547
36	4000 - Supplies	$882,959	$433,486	$401,101	$1,717,546
37	5000 - Other Expenses and Services	$5,321,372	$2,438,920	$5,675,963	$13,436,254
38	6000 - Capital Outlay	$448,838	$29,188	$144,082	$622,109
39	7000 - Other Outgo	$0	$0	$580,000	$580,000
40	Site Budgeted / Projected Actual Expenditures	$62,792,187	$32,630,095	$22,722,354	$118,144,636
41	Percentage of Budget by Site	53.15%	27.62%	19.23%	
42	Shared Costs (District Support Services)	$15,774,954	$6,947,401	-$22,722,354	
43	Annual Excess/(Deficit) (line 32 - line 40 - line 42)	$4,090,501	-$3,194,058	$0	$896,443
Section D - One-Time Adjustments & Fund Balance					
44	FCC Legal Fees Reimbursement				
45	Salary Increases (Retro)--included in expenses above				
46	Annual Increase/(Decrease) to Fund Balance				$896,443
47	Prior Year Audit Adjustments to Fund Balance				
48	Fund Balance July 1, Year Beginning				$8,511,235
49	Year-end Estimated Fund Balance (actual is per CCFS 311)				$9,407,679
50	Fund Balance Percentage (line 51 / line 40)				7.96%
51	Unrestricted Fund Balance				$9,407,679

2024-25 Budget Forecast		SBVC	CHC	DSO	SBCCD Total
Section A - State Base Revenue					
1	Base Allocation Revenue (medium and small colleges)	$ 5,181,474	$ 4,441,263		$ 9,622,737
2	Credit FTES	10,239.92	4,621.18		14,861.10
3	Rate Per Credit FTES				$4,406.25
4	Total Credit FTES Funding	$ 45,119,651	$ 20,362,076		$65,481,727
5	Special Admit and CDCP (enhanced) FTES	283.83	75.19		359.02
6	Rate Per Special Admit and CDCP (enhanced) FTES				$6,171.92
7	Total Special Admit and CDCP (enhanced) FTES Funding	$ 1,751,776	$ 464,067		$2,215,842
8	Non-Credit FTES	273.12	34.70		307.82
9	Rate Per Non-Credit FTES				$3,711.35
10	Total Non-Credit FTES Funding	$ 1,013,643	$ 128,784		$1,142,427
11	Total SBCCD FTES	10,796.87	4,731.07		15,527.94
12	Supplemental Component (based on %)	18,076	6,118		24,194
13	Rate Per Supplemental Component				$1,042
14	Total Supplemental Component Funding	$ 18,833,654	$ 6,374,435		$25,208,089
15	Total Student Success Incentive Component Funding	$ 7,102,954	$ 3,022,920		$10,125,874
16	Total State Base Revenue (sum of lines 1,4,7,10,14,15)	$ 79,003,152	$ 34,793,544		$113,796,697
17	State-Based Revenue Percent By College	69.42%	30.58%		
18	Calculated Revenue Shortfall Percent				-1.00%
19	Revenue Shortfall Amount	-$790,032	-$347,935		-$1,137,967
20	Adjusted State Base Revenue *(line 16 + line 19)*	$78,213,121	$34,445,609	$0	$112,658,730
21	Proposed Base Allocation Increase				$0
22	Total State Revenue	$78,213,121	$34,445,609	$0	$112,658,730
23	Change From Previous Year State Base Revenue				$3,450,965
Section B - Other Revenue					
24	Part-time Faculty Funding	$228,617	$100,684		$329,301
25	Full-time Faculty Funding	$471,938	$207,845		$679,783
26	Lottery Funding	$1,569,053	$691,022		$2,260,075
27	Interest Income	$206,905	$91,122		$298,027
28	Other Campus Revenue Per Campus Projections	$939,825	$413,906		$1,353,731
29a	STRS/PERS Trust Interest Revenue	$1,423,209	$626,791		$2,050,000
29b	Commercial Building Annual Revenue	$1,596,771	$703,229		$2,300,000
30	Other Revenue	$404,030	$158,368		$562,398
31	Total Other Revenue	$6,840,347	$2,992,968		$9,833,315
32	Total Revenue *(line 22 + line 31)*	$85,053,468	$37,438,577	$0	$122,492,045
Section C - Site Expenses					
33	1000 - Academic Salaries	$31,652,216	$15,679,840	$1,139,275	$48,471,330
34	2000 - Classified Salaries	$11,727,821	$7,242,049	$9,884,359	$28,854,229
35	3000 - Benefits	$13,700,293	$7,260,016	$5,208,456	$26,168,764
36	4000 - Supplies	$891,788	$437,821	$405,112	$1,734,721
37	5000 - Other Expenses and Services	$5,374,585	$2,463,309	$5,732,722	$13,570,617
38	6000 - Capital Outlay	$453,327	$29,480	$145,523	$628,330
39	7000 - Other Outgo	$0	$0	$580,000	$580,000
40	Site Budgeted / Projected Actual Expenditures	$63,800,030	$33,112,515	$23,095,448	$120,007,992
41	Percentage of Budget by Site	53.16%	27.59%	19.24%	
42	Shared Costs (District Support Services)	$16,033,973	$7,061,475	-$23,095,448	
43	Annual Excess/(Deficit) (line 32 - line 40 - line 42)	$5,219,466	-$2,735,413	$0	$2,484,053
Section D - One-Time Adjustments & Fund Balance					
44	FCC Legal Fees Reimbursement				
45	Salary Increases (Retro)--included in expenses above				
46	Annual Increase/(Decrease) to Fund Balance				$2,484,053
47	Prior Year Audit Adjustments to Fund Balance				
48	Fund Balance July 1, Year Beginning				$9,407,679
49	Year-end Estimated Fund Balance (actual is per CCFS 311)				$11,891,731
50	Fund Balance Percentage (line 51 / line 40)				9.91%
51	Unrestricted Fund Balance				$11,891,731

BUDGET SUMMARY BY FUND

	All Funds	General Fund Unrestricted 110	General Fund Restricted 125	Bond Interest & Redemption 215	Child Development 335
Revenues:					
Federal Revenues	26,448,546	1,028,971	2,333,675	-	545,446
State Revenues	108,276,629	64,825,174	33,871,527	250,000	3,069,911
Local Revenues	110,004,914	37,042,956	8,514,397	48,000,000	234,291
Total Revenues	244,730,089	102,897,101	44,719,599	48,250,000	3,849,648
	-				
Expenses:	-				
Academic Salaries	53,280,647	46,458,142	6,822,505		-
Classified Salaries	40,449,512	26,547,143	9,286,058		2,201,595
Employee Benefits	31,197,824	23,921,065	5,179,205		844,952
Supplies & materials	4,230,658	1,667,034	1,706,636		450,683
Other Expenses & Services	121,240,105	13,041,096	16,920,925		183,791
Capital Outlay	175,258,248	603,813	3,202,009		168,628
Total Expenses	425,656,994	112,238,293	43,117,338	-	3,849,648
Net Other Financing Sources (Uses)	(81,712,484)	(597,304)	(2,081,805)	(48,250,000)	-
	-				
Net Increase (Decrease) to Fund Balance	(262,639,389)	(9,938,496)	(479,544)	-	-

	Capital Outlay 410	Revenue Bond Measure M 435	Revenue Bond Measure CC 445	Cafeteria 520	Investment Properties 590
Revenues:					
Federal Revenues	600,000		-		
State Revenues	1,321,251		-		
Local Revenues	1,637,250	-	200,000	300,000	4,729,705
Total Revenues	3,558,501	-	200,000	300,000	4,729,705
Expenses:					
Academic Salaries	-	-	-	-	-
Classified Salaries	204,033	-	325,390	225,659	-
Employee Benefits	88,990	-	144,152	-	-
Supplies & materials	769	-	8,000	67,341	-
Other Expenses & Services	227,698	-	81,366,650	7,000	2,259,351
Capital Outlay	3,037,011	-	168,143,345	-	95,869
Total Expenses	3,558,501	-	249,987,537	300,000	2,355,220
Net Other Financing Sources (Uses)				-	(1,216,184)
Net Increase (Decrease) to Fund Balance	-	-	(249,787,537)	-	1,158,301

	Workers Comp/ Self Insurance 615/620	Retiree Benefits 690	Associated Students 710	Student Rep 720	Student Body Center Fee 730	Financial Aid 745
Revenues:						
Federal Revenues						21,940,454
State Revenues						4,938,767
Local Revenues	1,645,660	243,134	117,050	69,000	312,429	3,786
Total Revenues	1,645,660	243,134	117,050	69,000	312,429	26,883,007
Expenses:						
Academic Salaries	-	-	-	-	-	-
Classified Salaries	-	-	500	-	197,069	-
Employee Benefits	-	243,134	-	-	68,873	-
Supplies & materials	-	-	48,500	-	35,484	-
Other Expenses & Services	2,700,000	-	51,050	69,000	11,003	57,209
Capital Outlay	-	-		-	-	-
Total Expenses	2,700,000	243,134	100,050	69,000	312,429	57,209
Net Other Financing Sources (Uses)	580,000	-	(17,000)	-	-	(26,825,798)
Net Increase (Decrease) to Fund Balance	(474,340)	-	-	-	-	-

	Scholarship & Loan 755	PARS 775	Student Clubs/Trusts 810	KVCR* 390/395	FNX* 825	Inland Futures Foundation* 890/895
Revenues:						
Federal Revenues	-	-	-			
State Revenues	-	-	-	-		
Local Revenues	349,426	3,750,000	217,216	1,754,815	158,800	725,000
Total Revenues	349,426	3,750,000	217,216	1,754,815	158,800	725,000
Expenses:						
Academic Salaries	-	-	-	-	-	
Classified Salaries	-	-	-	1,357,827	104,239	
Employee Benefits	-	-	-	656,362	51,091	
Supplies & materials	-	-	112,842	72,088	30,750	30,531
Other Expenses & Services	170	-	104,300	3,148,881	714,820	377,161
Capital Outlay	-	-	74	4,500	3,000	
Total Expenses	170	-	217,216	5,239,658	903,900	407,692
Net Other Financing Sources (Uses)	(349,256)	(4,005,137)	-	917,308	450,000	(317,308)
Net Increase (Decrease) to Fund Balance	-	(255,137)	-	(2,567,535)	(295,100)	-

*Notes:

- These three funds will be analyzed further and budgets adjusted after Board strategy session.
- Inland Futures Foundation is the recipient of KVCR501(C)3 donations (pledge drives, etc.)

Budget Forecast by Fund - All Funds

Budget Year: 2021

Fund Department	2021 Budget
Revenues	**261,000,527**
Fund 110 - General Fund Unrestricted	100,637,026
Fund 110 - General Fund Unrestricted Legacy	2,260,075
Fund 125 - General Fund Restricted	58,196,275
Fund 215 - Bond Interest and Redemption Restricted	48,250,000
Fund 335 - Child Development	3,849,648
Fund 390 - KVCR Unrestricted	1,915,387
Fund 395 - KVCR Restricted	756,736
Fund 410 - Capital Outlay Projects	1,637,250
Fund 415 - Capital Outlay Projects Restricted	1,921,251
Fund 445 - Measure CC Bond Fund	200,000
Fund 520 - Cafeteria	300,000
Fund 590 - Investment Properties	4,729,705
Fund 615 - Workers Compensation Legacy	1,630,000
Fund 620 - Self Insurance	595,660
Fund 690 - Retiree Benefit	243,134
Fund 710 - Associated Students	117,050
Fund 720 - Student Representation	69,000
Fund 730 - Student Body Center Fee	312,429
Fund 745 - Student Financial Aid	27,729,460
Fund 755 - Scholarship and Loan	349,426
Fund 775 - PARS Investment Trust Fund	3,750,000
Fund 810 - Student Clubs & Trusts	217,216
Fund 825 - KVCR FNX Fund	608,800
Fund 890 - Inland Futures Foundation	725,000
Expenses	**523,639,916**
Fund 110 - General Fund Unrestricted	110,589,086
Fund 110 - General Fund Unrestricted Legacy	2,246,511

Budget Forecast by Fund - All Funds

Budget Year: 2021

Fund Department	2021 Budget
Fund 125 - General Fund Restricted	58,675,819
Fund 215 - Bond Interest and Redemption Restricted	48,250,000
Fund 335 - Child Development	3,849,648
Fund 390 - KVCR Unrestricted	4,482,922
Fund 395 - KVCR Restricted	756,736
Fund 410 - Capital Outlay Projects	1,637,250
Fund 415 - Capital Outlay Projects Restricted	1,921,251
Fund 445 - Measure CC Bond Fund	249,987,538
Fund 520 - Cafeteria	300,000
Fund 590 - Investment Properties	3,571,404
Fund 615 - Workers Compensation Legacy	1,630,000
Fund 620 - Self Insurance	1,070,000
Fund 690 - Retiree Benefit	243,134
Fund 710 - Associated Students	117,050
Fund 720 - Student Representation	69,000
Fund 730 - Student Body Center Fee	312,429
Fund 745 - Student Financial Aid	27,729,460
Fund 755 - Scholarship and Loan	349,426
Fund 775 - PARS Investment Trust Fund	4,005,137
Fund 810 - Student Clubs & Trusts	217,216
Fund 825 - KVCR FNX Fund	903,900
Fund 890 - Inland Futures Foundation	725,000
Net Total	**(262,639,389)**

Budget Forecast by Department - Unrestricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.01.05040001.0000.0000 - Business Admin, Finance, Ins	276,152.48	263,914.26	(12,238.22)	-4.43%
110.01.05140001.0000.0000 - Computer Info Tech	731,964.96	581,811.09	(150,153.87)	-20.51%
110.01.06040001.0000.0000 - Radio/Television Instruction	140,928.68	130,114.99	(10,813.69)	-7.67%
110.01.07010001.0000.0000 - Computer Science Department	21,493.00	3,557.00	(17,936.00)	-83.45%
110.01.07990001.0000.0000 - Geographic Information Svcs	100.00	100.00	0.00	0.00%
110.01.08350001.0000.0000 - P.E - Physical Education	1,103,719.31	1,078,246.79	(25,472.52)	-2.31%
110.01.08350101.0000.0000 - Mens Athletics - Physical Education	303,067.00	311,072.00	8,005.00	2.64%
110.01.08352001.0000.0000 - Athletic Trainer - Physical Education	133,398.39	139,820.06	6,421.67	4.81%
110.01.09010001.0000.0000 - Technical Training Division - Engineering	41,985.70	48,914.27	6,928.57	16.50%
110.01.09340001.0000.0000 - Electronics Department	208,328.57	220,483.76	12,155.19	5.83%
110.01.09460001.0000.0000 - Refrigeration	121,127.61	128,567.64	7,440.03	6.14%
110.01.09470001.0000.0000 - Diesel Dept	126,921.69	131,899.31	4,977.62	3.92%
110.01.09480101.0000.0000 - Automotive Department	640,433.15	682,800.79	42,367.64	6.62%
110.01.09500001.0000.0000 - Aeronautics Department - Main	203,292.20	192,601.48	(10,690.71)	-5.26%
110.01.09563001.0000.0000 - Machine Shop Department	139,813.58	142,478.90	2,665.32	1.91%
110.01.09565001.0000.0000 - Welding	252,830.42	266,660.85	13,830.43	5.47%
110.01.09580001.0000.0000 - Water Supply Technology	311,613.41	174,316.53	(137,296.88)	-44.06%
110.01.09990101.0000.0000 - Technical Training Division - Other Engineering & Related Industrial Technologies	163,787.88	167,239.13	3,451.25	2.11%
110.01.10020001.0000.0000 - Art Department	554,411.92	551,667.53	(2,744.39)	-0.50%
110.01.10040001.0000.0000 - Music Department	172,669.47	183,187.14	10,517.67	6.09%
110.01.10070001.0000.0000 - Drama Department - Dramatic Arts	159,393.78	160,355.40	961.62	0.60%
110.01.10080001.0000.0000 - Dance Department	1,900.00	1,900.00	0.00	0.00%
110.01.11010001.0000.0000 - Modern Languages	680,765.67	665,328.00	(15,437.67)	-2.27%
110.01.12210001.0000.0000 - Pharmacy Technology	4,714.00	4,714.00	0.00	0.00%
110.01.12301101.0000.0000 - Registered Nursing Program	1,206,099.71	913,483.27	(292,616.44)	-24.26%
110.01.12390001.0000.0000 - Psychiatric Tech	450,528.35	189,071.62	(261,456.72)	-58.03%
110.01.12600001.0000.0000 - Allied Health Department - Health Professions, Transfer Core Curriculum	4,556.00	4,556.00	0.00	0.00%
110.01.13050101.0000.0000 - Child Development/Early Care And Education	428,585.80	425,708.63	(2,877.17)	-0.67%

Budget Forecast by Department - Unrestricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.01.13070001.0000.0000 - Restaurant Management Program	277,906.27	279,560.00	1,653.73	0.60%
110.01.15010001.0000.0000 - English Department	2,329,432.54	2,147,049.71	(182,382.83)	-7.83%
110.01.15060001.0000.0000 - Speech Department	576,347.60	409,673.19	(166,674.41)	-28.92%
110.01.15090001.0000.0000 - Philosophy	252,385.73	256,005.21	3,619.48	1.43%
110.01.17010001.0000.0000 - Mathematics Department	2,094,788.82	2,257,383.23	162,594.41	7.76%
110.01.17990101.0000.0000 - Math & Science	38,525.00	42,361.00	3,836.00	9.96%
110.01.19010001.0000.0000 - Science Division-General	15,431.00	15,602.00	171.00	1.11%
110.01.19020001.0000.0000 - Physics Department	185,399.54	258,065.71	72,666.17	39.19%
110.01.19050001.0000.0000 - Chemistry Department	750,659.93	741,015.59	(9,644.34)	-1.28%
110.01.19140001.0000.0000 - Geology Department	108,588.08	110,218.60	1,630.52	1.50%
110.01.20010001.0000.0000 - Psychology	259,114.53	260,992.52	1,877.99	0.72%
110.01.21050001.0000.0000 - Administration Of Justice	104,035.08	105,659.14	1,624.07	1.56%
110.01.22010001.0000.0000 - Social Science, General	6,215.00	8,169.00	1,954.00	31.44%
110.01.22020001.0000.0000 - Anthropology	145,705.93	147,798.08	2,092.15	1.44%
110.01.22040001.0000.0000 - Ecomomics	252,437.30	254,402.99	1,965.70	0.78%
110.01.22050001.0000.0000 - History	595,557.67	596,548.27	990.60	0.17%
110.01.22060001.0000.0000 - Geography Department	195,429.90	167,621.00	(27,808.91)	-14.23%
110.01.22070001.0000.0000 - Political Science	115,880.91	116,629.79	748.88	0.65%
110.01.22080001.0000.0000 - Sociology	253,489.30	255,901.24	2,411.94	0.95%
110.01.22990101.0000.0000 - Human Services Department	263,857.31	266,518.47	2,661.16	1.01%
110.01.49300101.0000.0000 - Office Of Instruction - Adjuncts	11,361,235.52	12,789,382.97	1,428,147.45	12.57%
110.01.49300901.0000.0000 - Tutorial Center	206,496.06	226,851.66	20,355.59	9.86%
110.01.49301001.0000.0000 - Counseling - General Studies	24,788.04	25,059.34	271.31	1.09%
110.01.49303001.0000.0000 - Disabled Student Prog/Services - General Studies	139,299.22	108,632.38	(30,666.84)	-22.02%
110.01.49307001.0000.0000 - Reading Program	527,265.63	531,854.55	4,588.92	0.87%
110.01.60100101.0000.0000 - P.E - Academic Administration	126,186.85	106,819.03	(19,367.82)	-15.35%
110.01.60100201.0000.0000 - Business Division - Academic Administration	76,244.97	101,362.38	25,117.41	32.94%
110.01.60100301.0000.0000 - Arts And Lectures	19,762.00	19,762.00	0.00	0.00%

Budget Forecast by Department - Unrestricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.01.60100401.0000.0000 - Humanities Division	404,365.99	409,752.56	5,386.57	1.33%
110.01.60100501.0000.0000 - Mathematics Division - Academic Administration	288,833.93	296,751.00	7,917.08	2.74%
110.01.60100701.0000.0000 - Science Division - Academic Administration	381,776.90	391,442.84	9,665.94	2.53%
110.01.60100801.0000.0000 - Registered Nursing Program - Academic Administration	101,937.60	74,808.37	(27,129.24)	-26.61%
110.01.60100901.0000.0000 - Allied Health Department - Academic Administration	100,863.52	101,523.93	660.41	0.65%
110.01.60101001.0000.0000 - Psychiatric Tech - Academic Administration	18,582.05	18,702.09	120.04	0.65%
110.01.60101101.0000.0000 - Technical Training Division - Academic Administration	294,486.20	302,016.03	7,529.82	2.56%
110.01.60101201.0000.0000 - Social Science, General - Academic Administration	278,539.51	282,833.58	4,294.08	1.54%
110.01.60101301.0000.0000 - Sheriff'S Academy - Academic Administration	808,209.21	804,388.09	(3,821.12)	-0.47%
110.01.60101401.0000.0000 - Extended Academy - Academic Administration	200,228.00	216,738.00	16,510.00	8.25%
110.01.60101501.0000.0000 - Office Of Instruction	1,203,745.80	1,186,660.36	(17,085.44)	-1.42%
110.01.60101601.0000.0000 - Off-Campus Programs	68,326.00	68,326.00	0.00	0.00%
110.01.60101701.0000.0000 - Weekend College	3,995.00	3,995.00	0.00	0.00%
110.01.60101901.0000.0000 - Honors Program	6,190.00	6,190.00	0.00	0.00%
110.01.60103901.0000.0000 - Art Gallery	1,000.00	1,000.00	0.00	0.00%
110.01.60200101.0000.0000 - Diesel Dept - Course And Curriculum Development	4,909.00	0.00	(4,909.00)	-100.00%
110.01.60300101.0000.0000 - Academic Senate	10,801.00	10,801.00	0.00	0.00%
110.01.60900101.0000.0000 - Reassigned Time-SBVC	1,951,269.24	1,849,645.77	(101,623.47)	-5.21%
110.01.60900201.0000.0000 - Accreditation	27,150.00	27,150.00	0.00	0.00%
110.01.61100101.0000.0000 - Library - Learning Center	208,159.82	209,544.80	1,384.98	0.67%
110.01.61200101.0000.0000 - Library	1,209,397.86	1,256,888.91	47,491.05	3.93%
110.01.61500101.0000.0000 - Technology Service - Acad Info Systems & Tech	1,389,494.35	1,431,778.38	42,284.03	3.04%
110.01.61900201.0000.0000 - Tutorial Center	333,838.17	513,089.47	179,251.31	53.69%
110.01.61900401.0000.0000 - Grants - Other Instructional Support Sv	123,021.22	129,435.67	6,414.45	5.21%
110.01.61900701.0000.0000 - Planning And Research	359,417.98	361,798.19	2,380.21	0.66%
110.01.61900801.0000.0000 - Resource Development	378,652.36	305,363.09	(73,289.27)	-19.36%
110.01.61912101.0000.0000 - Academic Success/Learning Svcs	571,338.44	539,544.66	(31,793.78)	-5.56%
110.01.61912201.0000.0000 - Humanities Division - Distance Education	0.00	2,000.00	2,000.00	100.00%

Budget Forecast by Department - Unrestricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.01.62000101.0000.0000 - Admissions & Records	1,561,944.43	1,433,367.71	(128,576.72)	-8.23%
110.01.62000501.0000.0000 - Student Development-Student Refund Petition	4,200.00	4,200.00	0.00	0.00%
110.01.63100201.0000.0000 - Minority Transter Program	7,230.00	7,230.00	0.00	0.00%
110.01.63100401.0000.0000 - Counseling - Counseling & Guidance	1,672,907.24	1,686,578.90	13,671.66	0.82%
110.01.63300101.0000.0000 - Articulation Program	1,290.00	1,290.00	0.00	0.00%
110.01.63300201.0000.0000 - Transfer Center	337,968.45	340,014.28	2,045.83	0.61%
110.01.64200101.0000.0000 - Disabled Student Prog/Services - DSPS	280,978.09	282,322.18	1,344.09	0.48%
110.01.64300101.0000.0000 - EOPS	229,202.74	224,119.49	(5,083.25)	-2.22%
110.01.64400101.0000.0000 - Student Health Services	97,639.00	97,639.00	0.00	0.00%
110.01.64500101.0000.0000 - Counseling/Matriculation Division	556,380.03	571,669.93	15,289.90	2.75%
110.01.64500201.0000.0000 - Student Development	471,374.09	489,753.56	18,379.47	3.90%
110.01.64600101.0000.0000 - Financial Aid	957,979.10	1,019,761.24	61,782.14	6.45%
110.01.64601001.0000.0000 - Student Development-Financial Aid	200,000.00	200,000.00	0.00	0.00%
110.01.64700101.0000.0000 - Workforce Readiness - Job Development/Placement Srvc	32,698.48	33,945.75	1,247.27	3.81%
110.01.64900101.0000.0000 - Workforce Readiness - Misc. Student Svcs.	66,254.34	66,693.48	439.13	0.66%
110.01.64900201.0000.0000 - Outreach And Recruitment	56,418.00	55,888.00	(530.00)	-0.94%
110.01.64900301.0000.0000 - Commencement	19,871.00	56,871.00	37,000.00	186.20%
110.01.64900401.0000.0000 - Puente	4,938.00	4,938.00	0.00	0.00%
110.01.64901101.0000.0000 - Middle College	26,807.00	25,896.00	(911.00)	-3.40%
110.01.65100101.0000.0000 - Maintenance	1,017,509.05	1,038,555.61	21,046.56	2.07%
110.01.65300101.0000.0000 - Custodial	2,249,653.09	2,159,018.55	(90,634.53)	-4.03%
110.01.65300501.0000.0000 - Custodial - Student & Co-Curricular	83,453.59	83,991.67	538.08	0.64%
110.01.65500101.0000.0000 - Grounds	480,613.10	491,230.19	10,617.09	2.21%
110.01.65700201.0000.0000 - Weekend College	300.00	300.00	0.00	0.00%
110.01.65700301.0000.0000 - Technology Service	504.00	504.00	0.00	0.00%
110.01.65700401.0000.0000 - Workforce Readiness	300.00	300.00	0.00	0.00%
110.01.65700501.0000.0000 - Counseling/Matriculation Div	650.00	650.00	0.00	0.00%
110.01.65700701.0000.0000 - Utilities - Water	201,000.00	0.00	(201,000.00)	-100.00%

Budget Forecast by Department - Unrestricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.01.65700801.0000.0000 - Utilities - Telephone	134,400.00	0.00	(134,400.00)	-100.00%
110.01.65701001.0000.0000 - Utilities - Gas	135,200.00	0.00	(135,200.00)	-100.00%
110.01.65701101.0000.0000 - Utilities - Electric	0.00	0.00	0.00	0.00%
110.01.65701701.0000.0000 - Unrestricted Lottery	1,511,415.00	1,556,415.00	45,000.00	2.98%
110.01.65702801.0000.0000 - Social Science, General	444.00	0.00	(444.00)	-100.00%
110.01.65900101.0000.0000 - Administrative Services	799,398.90	844,538.89	45,140.00	5.65%
110.01.66000101.0000.0000 - Technology Service - Planning, Policymaking, & Coordination	182,063.48	191,630.20	9,566.72	5.25%
110.01.66000301.0000.0000 - Campus President	801,938.37	828,579.54	26,641.16	3.32%
110.01.66000401.0000.0000 - Grants - Planning, Policymaking, & Coordination	259,359.43	191,855.20	(67,504.23)	-26.03%
110.01.67100101.0000.0000 - Marketing & Public Affairs	359,447.80	310,263.43	(49,184.37)	-13.68%
110.01.67200101.0000.0000 - College Business Office	275,821.23	277,357.28	1,536.05	0.56%
110.01.67500101.0000.0000 - Professional Development	162,724.48	163,623.50	899.02	0.55%
110.01.67600101.0000.0000 - Diversity	23,910.00	23,910.00	0.00	0.00%
110.01.67700101.0000.0000 - Transporation, General	36,805.00	32,805.00	(4,000.00)	-10.87%
110.01.67700201.0000.0000 - Rideshare Program	10,000.00	11,000.00	1,000.00	10.00%
110.01.67700401.0000.0000 - General Supplies & Services	1,733,824.00	1,500,450.00	(233,374.00)	-13.46%
110.01.67700501.0000.0000 - Auditorium	137,882.06	144,062.38	6,180.32	4.48%
110.01.67700701.0000.0000 - Mailroom and Postage	98,666.25	122,010.03	23,343.78	23.66%
110.01.67900801.0000.0000 - Campus President	0.00	2,000.00	2,000.00	100.00%
110.01.68300101.0000.0000 - Custodial - Community Use Of Facilities	69,978.81	36,356.66	(33,622.16)	-48.05%
110.01.69200201.0000.0000 - Child Development Center	159,699.33	167,967.36	8,268.04	5.18%
110.01.69600101.0000.0000 - Mens Athletics - Student & Co-Curricular	201,497.44	207,755.64	6,258.19	3.11%
110.01.69600201.0000.0000 - Student Activities	312,251.02	322,429.25	10,178.23	3.26%
110.01.69600501.0000.0000 - Mens Athletics - Baseball	18,048.00	19,250.00	1,202.00	6.66%
110.01.69600601.0000.0000 - Womens Athletics - Volleyball	6,651.30	10,450.00	3,798.70	57.11%
110.01.69600701.0000.0000 - Womens Athletics - Softball	10,661.00	13,970.00	3,309.00	31.04%
110.01.69600801.0000.0000 - Mens Athletics - Basketball	14,565.00	14,080.00	(485.00)	-3.33%
110.01.69600901.0000.0000 - Womens Athletics - Basketball	10,940.42	14,320.00	3,379.58	30.89%

Budget Forecast by Department - Unrestricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.01.69601001.0000.0000 - Mens Athletics - Track	9,585.00	12,600.00	3,015.00	31.46%
110.01.69601101.0000.0000 - Womens Athletics - Track	4,550.00	9,000.00	4,450.00	97.80%
110.01.69601201.0000.0000 - Mens Athletics - Cross Country	4,700.00	6,900.00	2,200.00	46.81%
110.01.69601301.0000.0000 - Womens Athletics - Cross Country	4,535.00	5,100.00	565.00	12.46%
110.01.69601801.0000.0000 - Mens Athletics - Football	45,284.00	34,316.00	(10,968.00)	-24.22%
110.01.69602001.0000.0000 - Mens Athletics - Soccer	5,312.00	8,242.00	2,930.00	55.16%
110.01.69602101.0000.0000 - Womens Athletics - Soccer	11,030.00	8,900.00	(2,130.00)	-19.31%
110.01.69602201.0000.0000 - Mens Athletics - Athletics	61,763.28	43,954.00	(17,809.28)	-28.83%
110.01.69602301.0000.0000 - Womens Athletics - Athletics	11,434.00	3,800.00	(7,634.00)	-66.77%
110.01.69602401.0000.0000 - P.E - Athletics	77,211.52	68,670.93	(8,540.59)	-11.06%
110.01.69602501.0000.0000 - Athletic Trainer - Athletic Trainer	500.00	500.00	0.00	0.00%
110.02.04010002.0000.0000 - Biology, General	262,001.42	260,002.34	(1,999.08)	-0.76%
110.02.04030002.0000.0000 - Microbiology Department	273,318.07	275,067.16	1,749.09	0.64%
110.02.04100002.0000.0000 - Anatomy & Physiology Dept - Anatomy And Physiology	205,746.48	209,165.85	3,419.36	1.66%
110.02.05020002.0000.0000 - Accounting	32,021.59	24,150.00	(7,871.59)	-24.58%
110.02.05040002.0000.0000 - Business Admin, Finance, Ins	86,984.79	92,283.76	5,298.97	6.09%
110.02.07010002.0000.0000 - Computer Science Department	198,841.09	350,906.88	152,065.79	76.48%
110.02.08350002.0000.0000 - Physical Education Division	420,941.03	408,173.78	(12,767.25)	-3.03%
110.02.08500102.0000.0000 - Modern Languages - Sign Language	121,419.60	136,375.32	14,955.72	12.32%
110.02.10020002.0000.0000 - Art Department	217,290.65	225,800.24	8,509.59	3.92%
110.02.10040002.0000.0000 - Music Department	49,536.48	48,752.86	(783.62)	-1.58%
110.02.10070002.0000.0000 - Drama Department	269,136.87	281,579.82	12,442.96	4.62%
110.02.11010002.0000.0000 - Modern Languages - Foreign Languages, General	406,472.39	408,071.91	1,599.51	0.39%
110.02.12100002.0000.0000 - Resp Therapy Cert Program - Respiratory Care/Therapy	767,566.19	785,199.43	17,633.24	2.30%
110.02.12500002.0000.0000 - Emergency Medicine Program - Emergency Medical Services	733,122.73	747,533.10	14,410.37	1.97%
110.02.13050202.0000.0000 - Early Childhood Education	33,386.57	33,586.51	199.94	0.60%
110.02.15010002.0000.0000 - English Department	790,576.91	922,398.57	131,821.66	16.67%
110.02.15060002.0000.0000 - Speech Department	214,389.06	200,011.71	(14,377.35)	-6.71%

Budget Forecast by Department - Unrestricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.02.15090002.0000.0000 - Philosophy	168,810.01	154,405.76	(14,404.25)	-8.53%
110.02.17010002.0000.0000 - Mathematics Department	778,439.65	747,672.72	(30,766.93)	-3.95%
110.02.17010202.3269.0000 - CHC-Contract Education	26,680.00	13,761.00	(12,919.00)	-48.42%
110.02.19020002.0000.0000 - Physics Department	163,949.90	175,344.73	11,394.83	6.95%
110.02.19050002.0000.0000 - Chemistry Department	696,791.28	643,986.43	(52,804.85)	-7.58%
110.02.19110002.0000.0000 - Formerly Astronomy Dept.	82,737.77	82,158.74	(579.03)	-0.70%
110.02.19140002.0000.0000 - Geology Department	115,602.63	115,187.64	(414.99)	-0.36%
110.02.20010002.0000.0000 - Psychology	464,366.53	463,796.79	(569.73)	-0.12%
110.02.21330002.0000.0000 - Fire Science - Fire Technology	541,126.20	571,005.78	29,879.59	5.52%
110.02.21990102.0000.0000 - Public Safety Training	2,220.00	2,220.00	0.00	0.00%
110.02.22020002.0000.0000 - Anthropology	107,853.26	102,135.82	(5,717.43)	-5.30%
110.02.22040002.0000.0000 - Economics	155,614.89	154,535.82	(1,079.07)	-0.69%
110.02.22050002.0000.0000 - History	64,080.77	24,471.36	(39,609.41)	-61.81%
110.02.22060002.0000.0000 - Geography Department	80,230.21	79,671.27	(558.94)	-0.70%
110.02.22070002.0000.0000 - Political Science	143,199.66	144,095.32	895.66	0.63%
110.02.22080002.0000.0000 - Sociology	122,034.48	134,970.03	12,935.55	10.60%
110.02.49300102.0000.0000 - Office Of Instruction - Adjuncts	5,302,899.76	5,580,181.00	277,281.24	5.23%
110.02.49307002.0000.0000 - Reading Program	106,385.35	0.00	(106,385.35)	-100.00%
110.02.60100402.0000.0000 - Humanities Division	209,973.04	216,025.97	6,052.92	2.88%
110.02.60101502.0000.0000 - Office Of Instruction	800,533.26	817,144.58	16,611.32	2.08%
110.02.60101902.0000.0000 - Honors Program	96,202.00	100,109.00	3,907.00	4.06%
110.02.60102102.0000.0000 - Resp Therapy Cert Program - Academic Administration	123,230.47	111,305.30	(11,925.17)	-9.68%
110.02.60102202.0000.0000 - Emergency Medicine Program - Academic Administration	64,329.19	79,789.32	15,460.13	24.03%
110.02.60102302.0000.0000 - Radiologic Technology	5,689.00	5,700.00	11.00	0.19%
110.02.60102402.0000.0000 - Fire Science - Academic Administration	36,819.46	37,059.54	240.09	0.65%
110.02.60102502.0000.0000 - Vocational Education	298,183.97	201,277.77	(96,906.21)	-32.50%
110.02.60102602.0000.0000 - Learning Resource Center - Academic Administration	145,749.70	145,749.70	0.00	0.00%
110.02.60900102.0000.0000 - Reassigned Time-CHC	1,027,737.27	1,063,721.13	35,983.86	3.50%

Budget Forecast by Department - Unrestricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.02.61100202.0000.0000 - Learning Resource Center	462,386.42	613,031.32	150,644.90	32.58%
110.02.61200102.0000.0000 - Library	787,553.04	573,415.00	(214,138.04)	-27.19%
110.02.61900102.0000.0000 - Aquatics Center	33,192.83	63,687.94	30,495.11	91.87%
110.02.61900302.0000.0000 - Grants	0.00	10,000.00	10,000.00	100.00%
110.02.61900502.0000.0000 - Campus President - Other Instructional Support Sv	561,514.96	435,260.08	(126,254.88)	-22.48%
110.02.61900602.0000.0000 - Science Division	183,604.79	187,435.93	3,831.13	2.09%
110.02.61900802.0000.0000 - Resource Development	319,297.40	361,402.18	42,104.77	13.19%
110.02.61900902.0000.0000 - Marketing & Public Affairs - Other Instructional Support Sv	143,854.65	144,841.70	987.05	0.69%
110.02.62000102.0000.0000 - Admissions & Records	575,970.31	595,221.13	19,250.82	3.34%
110.02.63100402.0000.0000 - Counseling - Counseling & Guidance	863,762.32	791,388.51	(72,373.81)	-8.38%
110.02.63300402.0000.0000 - Transfer Center 7/1/05	223,669.49	219,112.95	(4,556.54)	-2.04%
110.02.63400202.0000.0000 - Career Center	225,884.90	221,599.83	(4,285.07)	-1.90%
110.02.64200202.0000.0000 - Disabled Student Prog/Service	270,783.33	272,600.28	1,816.95	0.67%
110.02.64300102.0000.0000 - EOPS	152,917.19	176,212.78	23,295.59	15.23%
110.02.64400102.0000.0000 - Student Health Services	99,280.00	91,780.00	(7,500.00)	-7.55%
110.02.64500302.0000.0000 - Student Services - Student Personnel Admin.	568,812.00	668,283.95	99,471.95	17.49%
110.02.64600102.0000.0000 - Financial Aid	397,746.45	412,796.63	15,050.18	3.78%
110.02.64900302.0000.0000 - Commencement	10,233.00	13,767.00	3,534.00	34.54%
110.02.64900502.0000.0000 - Articulation Program	173,087.67	171,947.81	(1,139.86)	-0.66%
110.02.65100102.0000.0000 - Maintenance	703,613.90	697,377.57	(6,236.33)	-0.89%
110.02.65300102.0000.0000 - Custodial	1,506,580.41	1,515,331.06	8,750.65	0.58%
110.02.65300302.0000.0000 - Custodial - Child Development Centers	7,060.05	7,112.68	52.63	0.75%
110.02.65300402.0000.0000 - Custodial - Food Services	4,139.91	4,166.82	26.90	0.65%
110.02.65500202.0000.0000 - Grounds - Grounds Maint & Repairs	271,742.87	279,766.77	8,023.90	2.95%
110.02.65700102.0000.0000 - Telephone Operations & Maint	79,539.25	80,050.03	510.78	0.64%
110.02.65700802.0000.0000 - Utilities - Telephone	83,000.00	85,000.00	2,000.00	2.41%
110.02.65700902.0000.0000 - Parking Lot Improvements	26,538.00	26,538.00	0.00	0.00%
110.02.65701102.0000.0000 - Utilities - Electricity	65,938.00	71,502.00	5,564.00	8.44%

Budget Forecast by Department - Unrestricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.02.65701202.0000.0000 - Utilities - Fuel Oil	8,000.00	8,000.00	0.00	0.00%
110.02.65701702.0000.0000 - Unrestricted Lottery	703,660.00	690,096.00	(13,564.00)	-1.93%
110.02.65900102.0000.0000 - Administrative Services - Other M&O	331,685.26	342,395.56	10,710.29	3.23%
110.02.65900302.0000.0000 - Maintenance & Operations - Other M&O	118,341.26	124,559.63	6,218.37	5.25%
110.02.66000302.0000.0000 - Campus President - Planning, Policymaking, & Coordination	474,676.89	514,574.45	39,897.55	8.41%
110.02.66000502.0000.0000 - Planning And Research	452,074.06	468,731.48	16,657.43	3.68%
110.02.67100102.0000.0000 - Marketing & Public Affairs - Community Relations	238,922.22	335,527.43	96,605.20	40.43%
110.02.67200102.0000.0000 - College Business Office - Fiscal Operations	186,111.99	187,158.96	1,046.97	0.56%
110.02.67500102.0000.0000 - Professional Development	12,708.00	22,208.00	9,500.00	74.76%
110.02.67700602.0000.0000 - Purchasing And Warehousing - Logistical Services	80,203.44	80,714.55	511.11	0.64%
110.02.67700702.0000.0000 - Mailroom And Postage * Logistical Services	13,500.00	13,500.00	0.00	0.00%
110.02.67900202.0000.0000 - Technology Service - Other Gen Inst.Support Svcs	992,821.20	1,015,984.44	23,163.24	2.33%
110.02.68300202.0000.0000 - College Business Office - Community Use Of Facilities	18,582.05	18,702.09	120.04	0.65%
110.02.69100202.0000.0000 - Purchasing And Warehousing - Bookstores	10,936.83	11,006.53	69.70	0.64%
110.02.69100302.0000.0000 - Custodial - Bookstores	12,727.36	13,377.93	650.57	5.11%
110.02.69200202.0000.0000 - Child Development Center	232,731.24	244,776.84	12,045.59	5.18%
110.02.69500202.0000.0000 - Grounds - Parking	13,825.90	14,038.96	213.07	1.54%
110.02.69500302.0000.0000 - Custodial - Parking	307.62	877.48	569.86	185.25%
110.02.69500402.0000.0000 - Parking Lot Improvements	182,546.83	95,030.57	(87,516.26)	-47.94%
110.02.69600302.0000.0000 - Student Services - Student & Co-Curricular	170,027.24	179,582.20	9,554.96	5.62%
110.02.69600402.0000.0000 - College Business Office - Student & Co-Curricular	876.00	881.69	5.69	0.65%
110.02.69601202.0000.0000 - CHC Mens Athletics - Cross Country	0.00	11,965.00	11,965.00	100.00%
110.02.69601302.0000.0000 - CHC Womens Athletics - Cross Country	0.00	11,965.00	11,965.00	100.00%
110.02.69601402.0000.0000 - CHC-Womens Athletics - Water Polo	43,504.19	53,350.00	9,845.81	22.63%
110.02.69601502.0000.0000 - CHC Mens Athletics - Water Polo	43,412.08	54,220.00	10,807.92	24.90%
110.02.69602202.0000.0000 - CHC Mens Athletics - Swim	27,881.13	33,149.00	5,267.87	18.89%
110.02.69602302.0000.0000 - CHC Womens Athletics - Swim	20,961.60	32,949.00	11,987.40	57.19%
110.02.69602402.0000.6191 - CHC P.E. - Athletics Admin	25,671.00	27,027.00	1,356.00	5.28%

Budget Forecast by Department - Unrestricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.02.70100302.3281.0000 - CHC-Redlands USD Contract Education-Contract Ed/Special Projects	43,160.00	47,434.00	4,274.00	9.90%
110.02.71000102.0000.0000 - Technology Service - Physical Property & Related Acquisitions	8,242.24	8,545.28	303.04	3.68%
110.02.71000202.0000.0000 - Maintenance & Operations - Physical Property & Related Acquisitions	63,722.22	67,070.57	3,348.35	5.25%
110.02.71000302.0000.0000 - Administrative Services - Physical Property & Related Acquisitions	70,330.75	74,143.31	3,812.56	5.42%
110.02.73200002.3269.0000 - CHC-Contract Education	0.00	0.00	0.00	0.00%
110.02.73200002.3281.0000 - CHC-Redlands USD Contract Education-Student Aid	7,000.00	7,000.00	0.00	0.00%
110.03.60900103.0000.0000 - Reassigned Time-DIST	929,991.59	864,149.70	(65,841.89)	-7.08%
110.03.61500203.0000.0000 - Distance Education - Acad Info Systems & Tech	493,482.15	466,734.18	(26,747.96)	-5.42%
110.03.65100103.0000.0000 - Maintenance	394,752.64	437,099.19	42,346.55	10.73%
110.03.65701303.0000.0000 - Utilities-District Support Services	287,756.36	336,130.41	48,374.05	16.81%
110.03.66000703.0000.0000 - District Chancellor	892,944.52	908,776.81	15,832.29	1.77%
110.03.66000803.0000.0000 - Institutional Effectiveness	500,481.84	504,023.81	3,541.97	0.71%
110.03.66000903.0000.0000 - Board Of Trustees	265,103.55	228,937.19	(36,166.36)	-13.64%
110.03.67100103.0000.0000 - Marketing & Public Affairs	512,614.61	436,959.02	(75,655.60)	-14.76%
110.03.67200203.0000.0000 - Controller	1,865,482.53	652,896.83	(1,212,585.70)	-65.00%
110.03.67200303.0000.0000 - Internal Audit	355,159.12	130,500.00	(224,659.12)	-63.26%
110.03.67200403.0000.0000 - Accounting	2,110,458.89	2,282,619.01	172,160.12	8.16%
110.03.67300103.0000.0000 - Human Resources	2,569,073.88	2,682,667.64	113,593.76	4.42%
110.03.67500303.0000.0000 - Employee Benefits - Tuition Reimbursement	31,600.00	30,000.00	(1,600.00)	-5.06%
110.03.67500403.0000.0000 - Emergency Management	169,449.79	149,844.94	(19,604.84)	-11.57%
110.03.67700403.0000.0000 - General Supplies & Services	43,050.00	40,650.00	(2,400.00)	-5.57%
110.03.67700903.0000.0000 - District Health & Safety	178,775.00	168,650.00	(10,125.00)	-5.66%
110.03.67701003.0000.0000 - Purchasing And Warehousing	648,268.61	646,016.98	(2,251.63)	-0.35%
110.03.67701103.0000.0000 - Insurance	75,000.00	75,000.00	0.00	0.00%
110.03.67701203.0000.0000 - Police	2,367,132.96	2,363,510.67	(3,622.29)	-0.15%
110.03.67701303.0000.0000 - Printing	930,857.17	900,230.82	(30,626.35)	-3.29%
110.03.67701403.0000.0000 - Security	749,315.64	501,139.02	(248,176.62)	-33.12%
110.03.67800103.0000.0000 - TESS	5,480,492.01	5,547,612.96	67,120.95	1.22%

Budget Forecast by Department - Unrestricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.03.67900303.0000.0000 - Employee Benefits - SUI/Excess STRS Sick Leave	120,000.00	120,000.00	0.00	0.00%
110.03.70100103.0000.0000 - Professional Development Centr - Contract Education	459,447.73	130,581.26	(328,866.47)	-71.58%
110.03.71000403.0000.0000 - Facilities Planning/Adm.Svcs.	388,645.83	469,553.80	80,907.97	20.82%
110.03.73000403.0000.0000 - Insurance - Property and Liability	550,000.00	580,000.00	30,000.00	5.45%
110.15.64700301.0000.0000 - WIA Carryover	0.00	1,412.00	1,412.00	100.00%
110.15.67700401.0000.0000 - General Supplies & Services	214,618.40	0.00	(214,618.40)	-100.00%
110.15.73000501.0000.0000 - WIA Carryover	5,716.00	4,304.00	(1,412.00)	-24.70%
110.25.70100302.3281.0000 - CHC-Redlands USD Contract Education-Contract Ed/Special Projects	293,233.82	212,461.00	(80,772.82)	-27.55%
110.25.73200002.3278.0000 - CHC-PSASB-Contract Education-Student Aid	65,676.64	65,676.64	0.00	0.00%
	115,476,987.71	**112,835,596.51**	**(2,641,391.20)**	**-2.29%**
Total	**6,773,642.25**	**9,938,495.87**	**3,164,853.62**	**-3.77%**

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
125.01.07021001.3516.0702 - SBVC-Multi-Media	1,075,848.79	82,619.95	(993,228.84)	-92.32%
125.01.12301001.2193.0000 - SBVC-Certified Nurse Assistant Program	117,500.00	117,500.00	0.00	0.00%
125.01.60100401.3163.6820 - SBVC-Media Academy Contracts	1,955.00	1,955.00	0.00	0.00%
125.01.60100801.3509.1911 - SBVC-Planetarium Income	3,600.00	3,600.00	0.00	0.00%
125.01.60101101.2406.6199 - SBVC-SWP-Positive Incentive Funding	131,872.00	109,440.25	(22,431.75)	-17.01%
125.01.60101101.2457.6199 - SBVC-Perkins Title I-Other Instructional Support Sv	399,634.00	438,333.00	38,699.00	9.68%
125.01.60101101.2543.6199 - SBVC-Strong Workforce-Technical Training Other Instructional Support	655,666.73	559,060.00	(96,606.73)	-14.73%
125.01.60101101.2544.6199 - SBVC-Strong Workforce-Technical Training Other Instuctional Support	1,170,442.71	1,252,668.24	82,225.53	7.03%
125.01.60101101.2545.6199 - SBVC-Strong Workforce-Technical Training Other Instructional Support	1,493,632.00	140,177.41	(1,353,454.59)	-90.61%
125.01.60101101.2553.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	673,199.19	1,018,445.57	345,246.38	51.28%
125.01.60101101.2554.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	871,490.92	656,540.49	(214,950.43)	-24.66%
125.01.60101101.2555.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	659,758.00	91,118.08	(568,639.92)	-86.19%
125.01.60101101.3169.0956 - SBVC-Welding Certification Test Revenue	2,460.00	2,460.00	0.00	0.00%
125.01.60101101.3174.0948 - SBVC-State Referee Program	12,000.00	12,000.00	0.00	0.00%
125.01.60101101.3175.6940 - SBVC-Sun Room Catering	25,000.00	10,000.00	(15,000.00)	-60.00%
125.01.60101101.3181.1307 - SBVC-Restaurant Management-Restaurant Management Program	50,000.00	50,000.00	0.00	0.00%
125.01.60101201.1213.1305 - SBVC-Child Development Division Consortium	18,330.00	12,500.00	(5,830.00)	-31.81%
125.01.60101501.2228.4930 - SBVC-Basic Skills-General Studies	466,029.00	466,029.00	0.00	0.00%
125.01.60101501.2285.0000 - SBVC-Economic Development for Distressed Areas	750,000.00	750,000.00	0.00	0.00%
125.01.60101501.2403.6010 - SBVC-Guided Pathways-Office of Instruction	415,058.00	415,058.00	0.00	0.00%
125.01.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	10,729,804.00	10,975,514.00	245,710.00	2.29%
125.01.60103101.2192.6010 - SBVC-California Space Grant	500.00	500.00	0.00	0.00%
125.01.61900701.2167.6199 - SBVC-Mesa Grant	74,515.00	60,000.00	(14,515.00)	-19.48%
125.01.61900701.2180.1230 - SBVC-Enrollment Growth/Nursing Program	171,697.00	171,697.00	0.00	0.00%
125.01.61900701.2435.6499 - SBVC-Middle College High School	100,000.00	100,000.00	0.00	0.00%
125.01.61900701.3152.0614 - SBVC-Digital Media Disciplines Grant-Radio/Television Instruction	46,475.00	28,475.00	(18,000.00)	-38.73%
125.01.62000101.1176.6600 - SBVC-Veterans Education	2,200.00	2,200.00	0.00	0.00%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.63100801.2209.6499 - SBVC-Foster Parent Program	149,396.00	149,396.00	0.00	0.00%
125.01.63100801.2210.4930 - SBVC-Youth Empowerment STR	22,500.00	22,500.00	0.00	0.00%
125.01.63900101.1150.6499 - SBVC-Title IV-Trio	336,234.00	301,110.00	(35,124.00)	-10.45%
125.01.63900101.2214.6390 - SBVC-Student Equity-Student Equity	1,340,863.00	1,340,863.00	0.00	0.00%
125.01.64200101.2202.6420 - SBVC-Disabled Student Programs	756,312.00	672,003.00	(84,309.00)	-11.15%
125.01.64300101.2200.6430 - SBVC-EOPS-CARE Program	109,507.00	109,507.00	0.00	0.00%
125.01.64300101.2201.6430 - SBVC-EOPS	963,980.00	963,980.00	0.00	0.00%
125.01.64400101.2309.6440 - SBVC-Mental Health Support	75,741.84	0.00	(75,741.84)	-100.00%
125.01.64400101.3310.6440 - SBVC-Student Health Fees	540,000.00	560,000.00	20,000.00	3.70%
125.01.64400101.3337.6440 - SBVC-Family Pact Contract	16,000.00	25,000.00	9,000.00	56.25%
125.01.64500101.2232.6320 - SBVC-Matriculation-Matriculation/Student Assessment	3,331,831.00	3,331,831.00	0.00	0.00%
125.01.64500101.2355.6499 - SBVC-Puente Project	5,658.66	5,658.00	(0.66)	-0.01%
125.01.64600101.1160.6199 - SBVC-Federal College Work Study - Administrative	342,250.00	326,659.00	(15,591.00)	-4.56%
125.01.64600101.2161.6460 - SBVC-SFAA-BFAP Adm Allowance	183,381.00	188,781.00	5,400.00	2.94%
125.01.64600101.2188.6460 - SBVC-Financial Aid Technology	118,325.00	118,325.00	0.00	0.00%
125.01.64700101.1265.6470 - SBVC-Transitional Assistance-Workforce Readiness Job Development/Placement Se	2,062.00	0.00	(2,062.00)	-100.00%
125.01.64700101.1265.6499 - SBVC-Transitional Assistance-Transitional Assistance Miscellaneous Student Service	110,994.00	109,281.00	(1,713.00)	-1.54%
125.01.64700101.2212.6470 - SBVC-Workability III Grant	142,762.00	142,762.00	0.00	0.00%
125.01.64700101.2266.6470 - SBVC-CalWorks-Workforce Readiness Job Development/Placement Services	666,764.00	666,764.00	0.00	0.00%
125.01.64700101.2266.6499 - SBVC-CalWorks-Workforce Readiness Misc. Student Services	30,717.00	0.00	(30,717.00)	-100.00%
125.01.65900101.2235.4900 - SBVC-Lottery Restricted-General Supplies & Services	0.00	574,785.00	574,785.00	100.00%
125.01.65900101.3304.6950 - SBVC-Parking	224,000.00	224,000.00	0.00	0.00%
125.01.65900101.3311.0000 - SBVC-Accident Fee	41,000.00	41,000.00	0.00	0.00%
125.01.65900101.3314.6999 - SBVC-Student Transportation Fee	240,847.00	225,000.00	(15,847.00)	-6.58%
125.01.65900101.3340.6530 - SBVC-Civic Center Act-Custodial	6,000.00	6,000.00	0.00	0.00%
125.01.65900101.3520.0000 - SBVC-FCC Proceeds	1,514,943.66	756,382.00	(758,561.66)	-50.07%
125.01.65900101.3521.6599 - SBVC-SBCCD College Promise - Admin Services	2,737,435.47	3,820,775.00	1,083,339.53	39.57%
125.01.66000401.2191.4903 - SBVC-Improving Online CTE Pathways	482,180.00	440,280.00	(41,900.00)	-8.69%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.69100101.3519.0000 - SBVC-Bookstore	328,368.00	254,407.76	(73,960.24)	-22.52%
125.01.69200201.2198.0000 - SBVC-Workforce Accelerator Fund 7.0	0.00	25,000.00	25,000.00	100.00%
125.02.60100402.2235.6120 - CHC-Lottery Restricted-Library General	246,980.00	246,980.00	0.00	0.00%
125.02.60101502.2403.6010 - CHC-Guided Pathways	182,153.00	60,718.00	(121,435.00)	-66.67%
125.02.60101502.3190.6010 - CHC-AACU	30,000.00	30,000.00	0.00	0.00%
125.02.60101502.3340.6830 - CHC-Civic Center Act-Media Academy Contracts	6,000.00	6,000.00	0.00	0.00%
125.02.60102502.1213.1305 - CHC-Child Dev Div Consortium	3,750.00	3,750.00	0.00	0.00%
125.02.60102502.2406.6770 - CHC-SWP-Positive Incentive Funding	56,759.00	56,759.00	0.00	0.00%
125.02.60102502.2457.6193 - CHC-Perkins Title I-Vocational Education	166,420.00	182,536.00	16,116.00	9.68%
125.02.60102502.2543.6770 - CHC-Strong Workforce-Administrative Services Logistical Services	498,250.43	194,180.00	(304,070.43)	-61.03%
125.02.60102502.2544.6770 - CHC-Strong Workforce Administrative Services Logistical Services	486,303.00	75,758.04	(410,544.96)	-84.42%
125.02.60102502.2545.6770 - CHC-Strong Workforce-Administrative Services Logistical Services	486,303.00	469,370.00	(16,933.00)	-3.48%
125.02.60102502.2553.6470 - CHC-Regional Shares/Strong Workforce Job Dev/Placement Svc	0.00	396,766.90	396,766.90	100.00%
125.02.60102502.2554.0506 - CHC-Regional Shares/Strong Workforce Business Mgmt	0.00	76,870.00	76,870.00	100.00%
125.02.60102502.2554.0516 - CHC-Regional Shares/Strong Workforce Labor/Industrial Relations	0.00	51,188.00	51,188.00	100.00%
125.02.60102502.2554.1201 - CHC-Regional Shares/Strong Workforce Health Occupations	0.00	9,300.00	9,300.00	100.00%
125.02.60102502.2554.6470 - CHC-Regional Shares/Strong Workforce Job Development	0.00	111,648.00	111,648.00	100.00%
125.02.60102502.2555.0708 - CHC-Regional Shares/Strong Workforce-Cloud-Based Netlab	0.00	82,827.22	82,827.22	100.00%
125.02.60102502.2555.6470 - CHC-Regional Shares/Strong Workforce-Workforce Readiness Job Development/Pla	0.00	0.00	0.00	0.00%
125.02.60102502.3305.6820 - CHC-Community Services	50,000.00	0.00	(50,000.00)	-100.00%
125.02.60102502.3312.1210 - CHC-Respiratory Care Test Fee	3,800.00	3,800.00	0.00	0.00%
125.02.61900102.3316.6191 - CHC-Recreation Fee	65,000.00	68,000.00	3,000.00	4.62%
125.02.61900102.3340.6191 - CHC-Civic Center Act-Aquatics Center	185,100.00	186,000.00	900.00	0.49%
125.02.61900802.3172.6199 - CHC-San Manuel	180,000.00	83,500.00	(96,500.00)	-53.61%
125.02.61900802.3195.6199 - CHC-ISEEK	0.00	13,120.00	13,120.00	100.00%
125.02.63900302.2286.6390 - CHC-Student Equity & Achievement	2,169,302.00	2,169,302.00	0.00	0.00%
125.02.64500302.3521.6450 - CHC-SBCCD College Promise	1,176,240.55	1,291,148.00	114,907.45	9.77%
125.02.64500502.1265.6499 - CHC-Transitional Assistance - Misc Stu Svcs	39,493.00	39,494.00	1.00	0.00%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.02.64500502.2200.6430 - CHC-EOPS-CARE Program	110,284.00	110,284.00	0.00	0.00%
125.02.64500502.2201.6430 - CHC-EOPS	638,294.00	638,294.00	0.00	0.00%
125.02.64500502.2202.6420 - CHC-Disabled Student Programs - DSPS	484,610.00	484,610.00	0.00	0.00%
125.02.64500502.2266.6499 - CHC-Calworks-Student Body Center Fee Student Activities/ Miscellaneous Student S	212,322.00	209,322.00	(3,000.00)	-1.41%
125.02.64500502.3315.6499 - CHC-Assessment Center Revenue	18,250.00	10,000.00	(8,250.00)	-45.21%
125.02.64500602.1160.6199 - CHC-Federal College Work Study - Administrative-Federal College Work Study Admir	140,000.00	139,997.00	(3.00)	0.00%
125.02.64500602.1176.6450 - CHC-Veterans Education	1,500.00	1,500.00	0.00	0.00%
125.02.64500602.2188.6460 - CHC-Financial Aid Technology	90,000.00	50,000.00	(40,000.00)	-44.44%
125.02.64500602.2309.6440 - CHC-Mental Health Support	27,584.40	0.00	(27,584.40)	-100.00%
125.02.64500602.3310.6440 - CHC-Student Health Fees	280,000.00	242,000.00	(38,000.00)	-13.57%
125.02.64500602.3337.6440 - CHC-Family Pact Contract	11,000.00	8,700.00	(2,300.00)	-20.91%
125.02.64600102.2161.6460 - CHC-SFAA-BFAP Adm Allowance	51,562.00	51,562.00	0.00	0.00%
125.02.65900102.3241.6199 - CHC-Medical Clearance	8,400.00	7,000.00	(1,400.00)	-16.67%
125.02.65900102.3311.0000 - CHC-Accident Fee	20,000.00	20,000.00	0.00	0.00%
125.02.65900102.3520.0000 - CHC-Program Review	3,029,000.00	130,000.00	(2,899,000.00)	-95.71%
125.02.65900302.3304.6952 - CHC-Parking-Parking Lot Improvements	195,000.00	154,046.00	(40,954.00)	-21.00%
125.02.67900202.3145.6799 - CHC-Copy Revenue	14,500.00	7,000.00	(7,500.00)	-51.72%
125.02.67901002.3189.6799 - CHC-AVID	30,970.00	28,260.00	(2,710.00)	-8.75%
125.02.69100102.3519.0000 - CHC-Bookstore	150,351.00	155,501.55	5,150.55	3.43%
125.02.69600302.3314.6999 - CHC-Student Transportation Fee	120,000.00	120,000.00	0.00	0.00%
125.03.60102903.2457.0000 - DIST-Perkins Title I	34,412.00	32,677.00	(1,735.00)	-5.04%
125.03.61500103.2231.0000 - DIST-Block Grant-Technology Service Academic Information Systems & Technology	188,347.00	188,347.00	0.00	0.00%
125.03.61500703.2261.0000 - DIST-ATPC-Technology Service Academic Information Systems & Technology	1,700,000.00	1,700,000.00	0.00	0.00%
125.03.61910803.3511.0000 - DIST-Fee For Service	400,000.00	400,000.00	0.00	0.00%
125.03.67100103.3515.0000 - DIST-Educational Orientation Program	0.00	6,700.00	6,700.00	100.00%
125.03.67200203.2231.0000 - DIST-Block Grant-Controller	0.00	0.00	0.00	0.00%
125.03.67200203.2284.6720 - DIST-California College Promise	0.00	640,000.00	640,000.00	100.00%
125.03.67300103.2522.0000 - DIST-Classified Professional Development	80,279.00	80,279.00	0.00	0.00%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.03.67300103.3518.0000 - Schools First Donation/HR	5,000.00	5,000.00	0.00	0.00%
125.03.67600203.2302.0000 - DIST-Equal Employment Opportunity	50,000.00	45,000.00	(5,000.00)	-10.00%
125.03.67800103.3405.0000 - DIST-Institutional Effectiveness Partnership Initiative	0.00	200,000.00	200,000.00	100.00%
125.03.68200103.3305.0000 - DIST-Community Services-01	0.00	10,000.00	10,000.00	100.00%
125.03.68400203.1267.0000 - DIST-TANF Work Study-Professional Development Center	0.00	500,000.00	500,000.00	100.00%
125.03.68400203.2402.0000 - DIST-SWP IE Cyberhub Centers-Round 3	41,400.00	41,400.00	0.00	0.00%
125.03.68400203.2407.0000 - DIST-SWP BIW Curriculum Alignment	25,790.00	25,790.00	0.00	0.00%
125.03.68400203.2429.0000 - DIST-Regional Shares/Strong Workforce	197,000.00	90,000.00	(107,000.00)	-54.31%
125.03.68400203.2495.0000 - DIST-SWP/Cloudbased Netlab-Round 3	384,055.44	150,000.00	(234,055.44)	-60.94%
125.03.68400203.2496.0000 - DIST-SWP Employability/Soft Skills to Create Pathways	72,136.00	69,093.22	(3,042.78)	-4.22%
125.03.68400203.2499.0000 - Prison to Employment Initiative P2E	0.00	298,980.00	298,980.00	100.00%
125.03.68400203.2500.0000 - DIST-ETP #8	0.00	749,005.00	749,005.00	100.00%
125.03.68400203.3408.0000 - DIST-CalCIMA Employment Bridge Programs	15,000.00	12,059.36	(2,940.64)	-19.60%
125.03.68400203.3410.0000 - DIST-County of San Bernardino - Probation	0.00	253,980.00	253,980.00	100.00%
125.03.68400203.3514.0000 - DIST-Indirect Charges	347,310.83	187,626.11	(159,684.72)	-45.98%
125.03.68400603.2485.0000 - DIST-ICT/Digital Media-ICT/Digital Media	200,000.00	200,000.00	0.00	0.00%
125.03.68400703.3453.0000 - DIST-Metro Water/ATTC-Metro Water/ATTC	16,950.00	12,000.00	(4,950.00)	-29.20%
125.03.68401703.1439.0000 - DIST-Cal Mfg Tech Consulting	480,000.00	278,282.79	(201,717.21)	-42.02%
125.03.68402003.3424.0000 - DIST-PDC Local Contracts	148,851.00	10,000.00	(138,851.00)	-93.28%
125.03.68402103.2488.0000 - DIST-Caltrans-Caltrans/Parolee Work Crew 7/16	3,091,872.00	0.00	(3,091,872.00)	-100.00%
125.03.71000303.3517.0000 - DIST-SolaTube Project/DO/SCE	8,118.00	8,118.00	0.00	0.00%
125.15.60100401.3162.6820 - SBVC-Media Academy Contracts	2,681.51	2,681.51	0.00	0.00%
125.15.60100401.3182.1004 - SBVC-Music Department Donations	1,986.00	1,986.00	0.00	0.00%
125.15.60101101.2276.6199 - SBVC-Prop 39 Region F Colleges	428.37	428.37	0.00	0.00%
125.15.60101101.2490.6010 - SBVC-CTE Data Unlocked Initiative-01	35,128.35	14,903.00	(20,225.35)	-57.58%
125.15.60101101.3169.0956 - SBVC-Welding Certification Test Revenue	0.00	0.00	0.00	0.00%
125.15.60101101.3175.6940 - SBVC-Sun Room Catering	3,719.13	0.00	(3,719.13)	-100.00%
125.15.60101101.3181.1307 - SBVC-Restaurant Management-Restaurant Management Program	181,909.81	170,000.00	(11,909.81)	-6.55%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.15.60101201.2184.2201 - SBVC-AB798 Textbook Affordability Program-Social Science General	25,925.00	25,434.83	(490.17)	-1.89%
125.15.60101501.2228.6010 - SBVC-Basic Skills - Academic Administration	335,504.51	292,358.86	(43,145.65)	-12.86%
125.15.60101501.2403.6010 - SBVC-Guided Pathways-Office of Instruction	729,962.00	1,112,058.00	382,096.00	52.34%
125.15.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	1,085,506.51	678,000.00	(407,506.51)	-37.54%
125.15.61900701.1153.1901 - SBVC-Success in STEM at HSI	259,412.51	189,764.00	(69,648.51)	-26.85%
125.15.61900701.2166.6199 - SBVC-Zero Textbook Cost Degree	2,000.00	1,500.00	(500.00)	-25.00%
125.15.61900701.2498.6199 - SBVC-Veterans Resource Center Grant	198,675.00	198,675.00	0.00	0.00%
125.15.61900701.2502.6750 - SBVC-Staff Development	42.40	42.40	0.00	0.00%
125.15.61900701.3152.0614 - SBVC-Digital Media Disciplines Grant-Radio/Television Instruction	73,881.69	37,208.00	(36,673.69)	-49.64%
125.15.62000101.1176.6600 - SBVC-Veterans Education-01	4,804.49	1,467.49	(3,337.00)	-69.46%
125.15.62000101.2187.6480 - SBVC-Veterans Resource Center	121,748.88	125,000.00	3,251.12	2.67%
125.15.63900101.1150.6499 - SBVC-Title IV-Trio	52,264.23	35,000.00	(17,264.23)	-33.03%
125.15.63900101.2185.6460 - SBVC-Dreamer Students	24,065.00	24,065.00	0.00	0.00%
125.15.63900101.2214.6390 - SBVC-Student Equity-Student Equity	626,743.43	727,212.45	100,469.02	16.03%
125.15.64400101.3310.6440 - SBVC-Student Health Fees	156,030.88	200,000.00	43,969.12	28.18%
125.15.64400101.3337.6440 - SBVC-Family Pact Contract	59,419.42	60,000.00	580.58	0.98%
125.15.64500101.2232.6320 - SBVC-Matriculation-Matriculation	897,370.68	897,371.00	0.32	0.00%
125.15.64500201.2165.6450 - SBVC-Hunger Free Campus Support	100,656.02	93,037.00	(7,619.02)	-7.57%
125.15.64600101.2188.6460 - SBVC-Financial Aid Technology	0.00	100,000.00	100,000.00	100.00%
125.15.65900101.3277.6770 - SBVC-Rialto USD-General Supplies & Services	55,607.99	55,303.00	(304.99)	-0.55%
125.15.65900101.3279.6770 - SBVC-SBCUSD Contract Ed/MCHS-General Supplies & Services	13,835.43	13,503.00	(332.43)	-2.40%
125.15.65900101.3280.6770 - SBVC-Rialto USD Contract Education-General Supplies & Services	6,042.56	6,042.56	0.00	0.00%
125.15.65900101.3304.6950 - SBVC-Parking	163,210.84	150,000.00	(13,210.84)	-8.09%
125.15.65900101.3314.6999 - SBVC-Student Transportation Fee	41,012.00	0.00	(41,012.00)	-100.00%
125.15.65900101.3340.6530 - SBVC-Civic Center Act-Custodial	80,274.14	60,000.00	(20,274.14)	-25.26%
125.15.66000301.2404.6600 - SBVC-Campus Safety & Sexual Assault	21,773.00	21,773.00	0.00	0.00%
125.25.07021002.3516.0702 - CHC-Multi-Media	526,699.19	526,699.19	0.00	0.00%
125.25.60101502.2403.6010 - CHC-Guided Pathways	238,844.45	240,984.00	2,139.55	0.90%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.25.60101502.3190.6010 - CHC-AACU	0.00	30,000.00	30,000.00	100.00%
125.25.60101502.3269.1701 - CHC-Contract Education	91,276.01	80,000.00	(11,276.01)	-12.35%
125.25.60101502.3340.6830 - CHC-Civic Center Act	29,792.74	50,000.00	20,207.26	67.83%
125.25.60101502.3405.6600 - CHC-Institutional Effectiveness Partnership Initiative	148,203.14	90,000.00	(58,203.14)	-39.27%
125.25.60102502.2490.6010 - CHC-CTE Data Unlocked Initiative	12,346.15	12,346.15	0.00	0.00%
125.25.60102502.2543.6770 - CHC-Strong Workforce Administrative Services & Logistical Services	498,250.43	0.00	(498,250.43)	-100.00%
125.25.60102502.3305.6820 - CHC-Community Services	11,492.21	11,492.21	0.00	0.00%
125.25.60102502.3312.1210 - CHC-Respiratory Care Test Fee	320.00	4,582.00	4,262.00	1,331.88%
125.25.61900102.3316.6191 - CHC-Recreation Fee	22,505.51	31,640.00	9,134.49	40.59%
125.25.61900102.3340.6191 - CHC-Aquatics Center	76,373.74	76,466.00	92.26	0.12%
125.25.61900602.2502.6750 - CHC-Staff Development	205.73	205.73	0.00	0.00%
125.25.62000102.1176.6450 - CHC-Veterans Education	1,220.10	1,220.00	(0.10)	-0.01%
125.25.63900502.2286.6600 - CHC-Student Equity & Achievement-Instruction	0.00	347,000.00	347,000.00	100.00%
125.25.64300102.2165.6450 - CHC-Hunger Free Campus Support	34,384.34	15,598.00	(18,786.34)	-54.64%
125.25.64500502.3264.6499 - CHC-Educational Planning Initiative	70,097.27	70,097.00	(0.27)	0.00%
125.25.64500502.3315.6499 - CHC-Assessment Center Revenue	31,821.96	31,821.96	0.00	0.00%
125.25.64500602.2187.6480 - CHC-Veteran's Resource Center	10,963.34	10,858.96	(104.38)	-0.95%
125.25.64500602.2188.6460 - CHC-Financial Aid Technology	0.00	124,971.00	124,971.00	100.00%
125.25.64500602.2498.6480 - CHC-Veterans Resource Center Grant	78,144.17	45,000.00	(33,144.17)	-42.41%
125.25.64500602.3186.6440 - CHC-Truth Initiative Tobacco Free Campus	5,634.17	5,000.00	(634.17)	-11.26%
125.25.64500602.3310.6440 - CHC-Student Health Fees	82,000.79	82,001.33	0.54	0.00%
125.25.64500602.3337.6440 - CHC-Family Pact Contract	37,840.96	37,841.00	0.04	0.00%
125.25.64600102.2185.6460 - CHC-Dreamer Students	13,525.00	13,525.00	0.00	0.00%
125.25.65900102.2404.6600 - CHC-Campus Safety & Sexual Assault	14,776.00	14,776.00	0.00	0.00%
125.25.65900102.3241.6199 - CHC-Medical Clearance	1,590.24	0.00	(1,590.24)	-100.00%
125.25.65900302.3304.6599 - CHC-Parking	0.00	50,000.00	50,000.00	100.00%
125.25.67900202.2216.6780 - CHC-Telecommunications Technology	4,139.90	4,139.90	0.00	0.00%
125.25.67900202.3145.6799 - CHC-Copy Revenue	18,456.24	26,082.00	7,625.76	41.32%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.31.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	292,405.31	800,000.00	507,594.69	173.59%
125.31.64600101.2161.6460 - SBVC-SFAA-BFAP Adm Allowance	362,205.00	362,205.00	0.00	0.00%
125.32.64500602.2161.6460 - CHC-SFAA-BFAP Adm Allowance	172,584.00	172,584.00	0.00	0.00%
125.35.61500203.2236.0000 - DIST-3C Media Solutions	3,572.48	6,422.93	2,850.45	79.79%
125.35.67200203.2230.0000 - DIST-Instructional Equipment	96,005.49	96,005.49	0.00	0.00%
125.35.67600203.2302.0000 - DIST-Equal Employment Opportunity	71,777.49	54,000.00	(17,777.49)	-24.77%
125.35.67800203.2216.0000 - DIST-Telecommunications Technology	1,501.27	1,501.27	0.00	0.00%
125.35.68400203.1267.0000 - DIST-TANF Work Study-Professional Development Center	1,902,349.45	0.00	(1,902,349.45)	-100.00%
125.35.68400203.2285.0000 - DIST-Economic Development for Distressed Areas	0.00	125,000.00	125,000.00	100.00%
125.35.68400203.2402.0000 - DIST-SWP IE Cyberhub Centers-Round 4	95,900.00	87,045.00	(8,855.00)	-9.23%
125.35.68400203.2418.0000 - DIST-Riverside County Regional Training	181.31	181.31	0.00	0.00%
125.35.68400203.2495.0000 - DIST-SWP/Cloudbased Netlab-Round 2	173,723.33	0.00	(173,723.33)	-100.00%
125.35.68400203.2496.0000 - DIST-SWP Employabilty/Soft Skills to Create Pathways	25,666.08	16,720.00	(8,946.08)	-34.86%
125.35.68400203.3197.0000 - DIST-Academy for Dynamic Leadership	0.00	27,119.58	27,119.58	100.00%
125.35.68400203.3401.0000 - DIST-Annenberg Foundation	0.00	770.19	770.19	100.00%
125.35.68400603.2485.0000 - DIST-ICT/Digital Media-01	64,628.12	100,000.00	35,371.88	54.73%
125.35.68401403.2456.0000 - DIST-ETP #5-02	0.00	0.00	0.00	0.00%
125.35.68401403.2497.0000 - DIST-ETP #7	1,200,547.77	0.00	(1,200,547.77)	-100.00%
125.35.68401703.1439.0000 - DIST-Cal Mfg Tech Consulting	480,000.00	44,762.00	(435,238.00)	-90.67%
125.35.68402003.3424.0000 - DIST-PDC Local Contracts	0.00	22,847.00	22,847.00	100.00%
125.35.68402103.2488.0000 - DIST-Caltrans-Caltrans/Parolee Work Crew 7/16	0.00	1,348,579.40	1,348,579.40	100.00%
	66,456,295.28	**58,196,275.01**	**(8,260,020.27)**	**-12.43%**
Expenditures				
125.01.07021001.3516.0702 - SBVC-Multi-Media	1,128,678.36	82,619.95	(1,046,058.42)	-92.68%
125.01.12301001.2193.0000 - SBVC-Certified Nurse Assistant Program	117,500.00	117,500.00	0.00	0.00%
125.01.60100401.2235.1002 - SBVC-Lottery Restricted-Art Department	4,665.00	4,665.00	0.00	0.00%
125.01.60100401.2235.1004 - SBVC-Lottery Restricted-Music Department	3,150.00	3,150.00	0.00	0.00%
125.01.60100401.2235.1007 - SBVC-Lottery Restricted-Drama Department	1,137.00	0.00	(1,137.00)	-100.00%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60100401.3163.6820 - SBVC-Media Academy Contracts	1,955.00	1,955.00	0.00	0.00%
125.01.60100401.3340.6770 - SBVC-Civic Center Act-Auditorium	3,000.00	3,000.00	0.00	0.00%
125.01.60100501.2235.0514 - SBVC-Lottery Restricted-Computer Info Tech	385.00	385.00	0.00	0.00%
125.01.60100801.2235.0401 - SBVC-Lottery Restricted-Biology General	27,806.00	27,806.00	0.00	0.00%
125.01.60100801.2235.0403 - SBVC-Lottery Restricted-Microbiology Microbiology	37,866.00	40,866.00	3,000.00	7.92%
125.01.60100801.2235.0410 - SBVC-Lottery Restricted-Anatomy & Physiology Department Anatomy and Physiology	37,490.00	37,490.00	0.00	0.00%
125.01.60100801.2235.1230 - SBVC-Lottery Restricted-Registered Nursing Program	11,139.00	11,139.00	0.00	0.00%
125.01.60100801.2235.1902 - SBVC-Lottery Restricted-Physics Department	2,554.00	2,554.00	0.00	0.00%
125.01.60100801.2235.1905 - SBVC-Lottery Restricted-Chemistry Department	39,871.00	35,466.00	(4,405.00)	-11.05%
125.01.60100801.2235.2206 - SBVC-Lottery Restricted-Geography Department	1,000.00	1,000.00	0.00	0.00%
125.01.60100801.3509.1911 - SBVC-Planetarium Income	3,600.00	3,600.00	0.00	0.00%
125.01.60101101.2235.0901 - SBVC-Lottery Restricted-Technical Training Division Engineering	250.00	250.00	0.00	0.00%
125.01.60101101.2235.0934 - SBVC-Lottery Restricted-Electronics Department	3,990.00	3,990.00	0.00	0.00%
125.01.60101101.2235.0945 - SBVC-Lottery Restricted-Refrigeration	4,860.00	4,860.00	0.00	0.00%
125.01.60101101.2235.0947 - SBVC-Lottery Restricted-Diesel Department	7,000.00	7,000.00	0.00	0.00%
125.01.60101101.2235.0948 - SBVC-Lottery Restricted-Automotive Department	5,200.00	5,200.00	0.00	0.00%
125.01.60101101.2235.0949 - SBVC-Lottery Restricted-Automotive Collision Repair Department	3,000.00	3,000.00	0.00	0.00%
125.01.60101101.2235.0950 - SBVC-Lottery Restricted-Aeronautics Department Main	14,200.00	4,200.00	(10,000.00)	-70.42%
125.01.60101101.2235.0956 - SBVC-Lottery Restricted-Machine Shop Department	2,625.00	2,625.00	0.00	0.00%
125.01.60101101.2235.0999 - SBVC-Lottery Restricted-Welding Certification Test Revenue	60,866.00	35,866.00	(25,000.00)	-41.07%
125.01.60101101.2235.1307 - SBVC-Lottery Restricted-Restaurant Management Program	53,000.00	53,000.00	0.00	0.00%
125.01.60101101.2406.6199 - SBVC-SWP-Positive Incentive Funding	131,872.00	109,440.25	(22,431.75)	-17.01%
125.01.60101101.2457.0604 - SBVC-Perkins Title I-Radio/Television Instruction	9,526.00	0.00	(9,526.00)	-100.00%
125.01.60101101.2457.0934 - SBVC-Perkins Title I-Electronics Department	21,650.00	0.00	(21,650.00)	-100.00%
125.01.60101101.2457.0946 - SBVC-Perkins Title I-Refrigeration	21,650.00	0.00	(21,650.00)	-100.00%
125.01.60101101.2457.0947 - SBVC-Perkins Title I-Diesel Department	49,362.00	0.00	(49,362.00)	-100.00%
125.01.60101101.2457.0948 - SBVC-Perkins Title I-Automotive Department	39,744.00	0.00	(39,744.00)	-100.00%
125.01.60101101.2457.0949 - SBVC-Perkins Title I-Automotive Collision Repair	38,970.00	0.00	(38,970.00)	-100.00%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60101101.2457.0950 - SBVC-Perkins Title I-Aeronautics Department Main	33,774.00	0.00	(33,774.00)	-100.00%
125.01.60101101.2457.0956 - SBVC-Perkins Title I-Machine Shop Department	12,990.00	0.00	(12,990.00)	-100.00%
125.01.60101101.2457.0958 - SBVC-Perkins Title I-Water Supply Technology	15,588.00	0.00	(15,588.00)	-100.00%
125.01.60101101.2457.0999 - SBVC-Perkins Title I-Welding Other Engineering and Related Industrial Technologies	34,640.00	0.00	(34,640.00)	-100.00%
125.01.60101101.2457.1221 - SBVC-Perkins Title I-Pharmacy Technology	21,650.00	0.00	(21,650.00)	-100.00%
125.01.60101101.2457.1230 - SBVC-Perkins Title I-Registered Nursing Program	43,300.00	0.00	(43,300.00)	-100.00%
125.01.60101101.2457.1239 - SBVC-Perkins Title I-Psychiatric Tech	15,588.00	0.00	(15,588.00)	-100.00%
125.01.60101101.2457.2105 - SBVC-Perkins Title I-Adminstration of Justice	22,516.00	0.00	(22,516.00)	-100.00%
125.01.60101101.2457.2206 - SBVC-Perkins Title I-Geography Department	8,752.00	0.00	(8,752.00)	-100.00%
125.01.60101101.2457.6199 - SBVC-Perkins Title I-Other Instructional Support Sv	9,934.00	438,333.00	428,399.00	4,312.45%
125.01.60101101.2543.0934 - SBVC-Strong Workforce-Electronics	77,561.00	0.00	(77,561.00)	-100.00%
125.01.60101101.2543.0946 - SBVC-Strong Workforce-Refrigeration	60,000.00	0.00	(60,000.00)	-100.00%
125.01.60101101.2543.0947 - SBVC-Strong Workforce-Diesel Technology	0.00	26,391.00	26,391.00	100.00%
125.01.60101101.2543.0956 - SBVC-Strong Workforce-Machine Shop Dept	0.00	28,000.00	28,000.00	100.00%
125.01.60101101.2543.0999 - SBVC-Strong Workforce-Welding	58,481.35	0.00	(58,481.35)	-100.00%
125.01.60101101.2543.1030 - SBVC-Strong Workforce-Art Department	7,000.00	0.00	(7,000.00)	-100.00%
125.01.60101101.2543.1217 - SBVC-Strong Workforce-Surgical Technician	0.00	161,333.00	161,333.00	100.00%
125.01.60101101.2543.1221 - SBVC-Strong Workforce-Pharmacy Technology	122,500.00	49,721.00	(72,779.00)	-59.41%
125.01.60101101.2543.1230 - SBVC-Strong Workforce-Registered Nursing Program	45,000.00	25,000.00	(20,000.00)	-44.44%
125.01.60101101.2543.1239 - SBVC-Strong Workforce-Psychiatric Technician	0.00	125,942.00	125,942.00	100.00%
125.01.60101101.2543.1306 - SBVC-Strong Workforce-Nutrituion, Foods	10,000.00	0.00	(10,000.00)	-100.00%
125.01.60101101.2543.1307 - SBVC-Strong Workforce-Restaurant Management	10,000.00	0.00	(10,000.00)	-100.00%
125.01.60101101.2543.2104 - SBVC-Strong Workforce-Human Services Department	48,800.00	0.00	(48,800.00)	-100.00%
125.01.60101101.2543.6120 - SBVC-Strong Workforce-Library Technology Certificate	13,400.00	8,414.00	(4,986.00)	-37.21%
125.01.60101101.2543.6199 - SBVC-Strong Workforce-Technical Training Other Instructional Support	202,924.38	134,259.00	(68,665.38)	-33.84%
125.01.60101101.2544.0604 - SBVC-Strong Workforce-Radio And Television	0.00	37,333.17	37,333.17	100.00%
125.01.60101101.2544.0799 - SBVC-Strong Workforce-Other Information Technology	0.00	10,600.00	10,600.00	100.00%
125.01.60101101.2544.0934 - SBVC-Strong Workforce-Electronics Department	0.00	66,114.00	66,114.00	100.00%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60101101.2544.0947 - SBVC-Strong Workforce-Diesel Technology	3,000.00	0.00	(3,000.00)	-100.00%
125.01.60101101.2544.0950 - SBVC-Strong Workforce-Aeronautical and Aviaiton Technolgy	0.00	10,073.00	10,073.00	100.00%
125.01.60101101.2544.0956 - SBVC-Strong Workforce-Manufacturing and Industrial Technology	28,000.00	150,000.00	122,000.00	435.71%
125.01.60101101.2544.0958 - SBVC-Strong Workforce-Water and Wastewater Technology	0.00	15,000.00	15,000.00	100.00%
125.01.60101101.2544.0999 - SBVC-Strong Workforce-Other Engineering And Related Industrial Technology	0.00	143,900.00	143,900.00	100.00%
125.01.60101101.2544.1030 - SBVC-Strong Workforce-Art Department	0.00	11,648.00	11,648.00	100.00%
125.01.60101101.2544.1217 - SBVC-Strong Workforce-Surgical Technician	161,000.00	0.00	(161,000.00)	-100.00%
125.01.60101101.2544.1221 - SBVC-Strong Workforce-Pharmacy Technology	107,219.00	111,289.00	4,070.00	3.80%
125.01.60101101.2544.1230 - SBVC-Strong Workforce-Registered Nursing Program	25,000.00	0.00	(25,000.00)	-100.00%
125.01.60101101.2544.1239 - SBVC-Strong Workforce-Psychiatric Technician	101,207.91	78,102.00	(23,105.91)	-22.83%
125.01.60101101.2544.1306 - SBVC-Strong Workforce-Nutrition, Food and Culinary Arts	210,807.01	215,859.75	5,052.74	2.40%
125.01.60101101.2544.1307 - SBVC-Strong Workforce-Restaurant Management Program	241,624.49	215,542.15	(26,082.35)	-10.79%
125.01.60101101.2544.2104 - SBVC-Strong Workforce-Human Services	0.00	54,500.00	54,500.00	100.00%
125.01.60101101.2544.6120 - SBVC-Strong Workforce-Library	10,000.00	0.00	(10,000.00)	-100.00%
125.01.60101101.2544.6199 - SBVC-Strong Workforce-Technical Training Other Instuctional Support	293,660.58	132,707.17	(160,953.41)	-54.81%
125.01.60101101.2545.0604 - SBVC-Strong Workforce-RTVF	192,000.00	0.00	(192,000.00)	-100.00%
125.01.60101101.2545.0799 - SBVC-Strong Workforce-Geographic Information Svcs	10,600.00	0.00	(10,600.00)	-100.00%
125.01.60101101.2545.0934 - SBVC-Strong Workforce-Electronics Department	67,200.00	0.00	(67,200.00)	-100.00%
125.01.60101101.2545.0950 - SBVC-Strong Workforce-Aero	34,300.00	0.00	(34,300.00)	-100.00%
125.01.60101101.2545.0956 - SBVC-Strong Workforce-Machine Shop Dept	150,000.00	0.00	(150,000.00)	-100.00%
125.01.60101101.2545.0958 - SBVC-Strong Workforce-Water Supply Technology	10,000.00	0.00	(10,000.00)	-100.00%
125.01.60101101.2545.0999 - SBVC-Strong Workforce-Welding	143,900.00	0.00	(143,900.00)	-100.00%
125.01.60101101.2545.1030 - SBVC-Strong Workforce-Art Department	11,648.00	0.00	(11,648.00)	-100.00%
125.01.60101101.2545.1221 - SBVC-Strong Workforce-Pharmacy Technology	135,847.27	137,869.68	2,022.41	1.49%
125.01.60101101.2545.1230 - SBVC-Strong Workforce-Registered Nursing Program	126,643.00	0.00	(126,643.00)	-100.00%
125.01.60101101.2545.1239 - SBVC-Strong Workforce-Psychiatric Tech	79,352.00	0.00	(79,352.00)	-100.00%
125.01.60101101.2545.1306 - SBVC-Strong Workforce-Nutrition, Food and Culinary Arts	176,000.00	0.00	(176,000.00)	-100.00%
125.01.60101101.2545.1307 - SBVC-Strong Workforce-Restaurant Management Program	176,641.73	0.00	(176,641.73)	-100.00%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60101101.2545.2104 - SBVC-Strong Workforce-Human Services Department	54,500.00	0.00	(54,500.00)	-100.00%
125.01.60101101.2545.6199 - SBVC-Strong Workforce-Technical Training Other Instructional Support	125,000.00	2,307.73	(122,692.27)	-98.15%
125.01.60101101.2553.0514 - SBVC-Regional Shares/Strong Workforce-Computer Info Tech	114,975.36	14,000.00	(100,975.36)	-87.82%
125.01.60101101.2553.0799 - SBVC-Regional Shares/Strong Workforce-Other Information Technology	0.00	43,619.00	43,619.00	100.00%
125.01.60101101.2553.0901 - SBVC-Regional Shares/Strong Workforce-Technical Training Division Engineering	14,641.00	14,641.00	0.00	0.00%
125.01.60101101.2553.0934 - SBVC-Regional Shares/Strong Workforce-Electronics Department	0.00	238,465.00	238,465.00	100.00%
125.01.60101101.2553.0948 - SBVC-Regional Shares/Strong Workforce-Automotive Department	12,971.00	0.00	(12,971.00)	-100.00%
125.01.60101101.2553.0956 - SBVC-Regional Shares/Strong Workforce-Machine Shop Department	61,000.00	55,000.00	(6,000.00)	-9.84%
125.01.60101101.2553.0957 - SBVC-Regional Shares/Strong Workforce-Construction Inspection	101,237.42	127,849.54	26,612.11	26.29%
125.01.60101101.2553.0999 - SBVC-Regional Shares/Strong Workforce-Other Engineering and Related Industrial T	0.00	77,538.00	77,538.00	100.00%
125.01.60101101.2553.1230 - SBVC-Regional Shares/Strong Workforce-Registered Nursing Program	10,000.00	36,562.00	26,562.00	265.62%
125.01.60101101.2553.1299 - SBVC-Regional Shares/Strong Workforce-Enrollment Growth/Other Health Occupatic	10,500.00	0.00	(10,500.00)	-100.00%
125.01.60101101.2553.6010 - SBVC-Regional Shares/Strong Workforce-Technical Training Division Academic Adm	63,962.00	48,416.00	(15,546.00)	-24.31%
125.01.60101101.2553.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	279,612.44	236,412.04	(43,200.40)	-15.45%
125.01.60101101.2553.6480 - SBVC-Regional Shares/Strong Workforce-Veteran Services	0.00	125,943.00	125,943.00	100.00%
125.01.60101101.2554.0514 - SBVC-Regional Shares/Strong Workforce-Computer Info Tech	14,000.00	54,472.00	40,472.00	289.09%
125.01.60101101.2554.0799 - SBVC-Reginal Shares/Strong Workforce-Other Information Technology	43,619.00	2,620.00	(40,999.00)	-93.99%
125.01.60101101.2554.0901 - SBVC-Regional Shares/Strong Workforce-Engineering, General	14,641.00	0.00	(14,641.00)	-100.00%
125.01.60101101.2554.0934 - SBVC-Regional Shares/Strong Workforce-Electronics Department	165,090.00	150,000.00	(15,090.00)	-9.14%
125.01.60101101.2554.0948 - SBVC-Regional Shares/Strong Workforce-Automotive Departments	0.00	64,000.00	64,000.00	100.00%
125.01.60101101.2554.0956 - SBVC-Regional Shares/Strong Workforce-Machine Shop Department	55,000.00	14,630.00	(40,370.00)	-73.40%
125.01.60101101.2554.0957 - SBVC-Regional Shares/Strong Workforce-Civil and Construciton Management Techn	86,000.00	25,578.00	(60,422.00)	-70.26%
125.01.60101101.2554.0999 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Engineering & Re	77,538.00	149,258.00	71,720.00	92.50%
125.01.60101101.2554.1230 - SBVC-Regional Shares/Strong Workforce-Registered Nursing Program	16,000.00	12,090.00	(3,910.00)	-24.44%
125.01.60101101.2554.1299 - SBVC-Regional Shares/Strong Workforce-Enrollment Growth/Nursing Program	0.00	64,572.00	64,572.00	100.00%
125.01.60101101.2554.6010 - SBVC-Regional Shares/Strong Workforce-Technical Training Division Academic Adm	48,416.00	4,480.00	(43,936.00)	-90.75%
125.01.60101101.2554.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	252,324.50	65,250.95	(187,073.55)	-74.14%
125.01.60101101.2554.6480 - SBVC-Regional Shares/Strong Workforce-Veterans Education	98,862.42	43,349.54	(55,512.89)	-56.15%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60101101.2554.6750 - SBVC-Regional Shares/Strong Workforce-Staff Devlopment	0.00	6,240.00	6,240.00	100.00%
125.01.60101101.2555.0514 - SBVC-Regional Shares/Strong Workforce-Computer Info Tech	54,472.00	0.00	(54,472.00)	-100.00%
125.01.60101101.2555.0934 - SBVC-Regional Shares/Strong Workforce-Electronics Department	106,549.66	89,500.55	(17,049.11)	-16.00%
125.01.60101101.2555.0948 - SBVC-Regional Shares/Strong Workforce-Automotive Department	64,000.00	0.00	(64,000.00)	-100.00%
125.01.60101101.2555.0956 - SBVC-Regional Shares/Strong Workforce-Machine Shop Department	14,630.00	0.00	(14,630.00)	-100.00%
125.01.60101101.2555.0999 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Engineering & Re	149,258.00	0.00	(149,258.00)	-100.00%
125.01.60101101.2555.1230 - SBVC-Regional Shares/Strong Workforce-Registered Nursing Program	12,090.00	0.00	(12,090.00)	-100.00%
125.01.60101101.2555.1299 - SBVC-Regional Shares/Strong Workforce-Enrollment Growth/Other Health Occupatic	85,990.00	0.00	(85,990.00)	-100.00%
125.01.60101101.2555.4930 - SBVC-Regional Shares/Strong Workforce-General Studies	25,000.00	0.00	(25,000.00)	-100.00%
125.01.60101101.2555.6110 - SBVC-Regional Shares/Strong Workforce-Learning Center	4,480.00	0.00	(4,480.00)	-100.00%
125.01.60101101.2555.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	64,500.45	1,617.53	(62,882.92)	-97.49%
125.01.60101101.2555.6310 - SBVC-Regional Shares/Strong Workforce-Counseling & Guidance	2,620.00	0.00	(2,620.00)	-100.00%
125.01.60101101.2555.6480 - SBVC-Regional Shares/Strong Workforce-Veterans Education	1,500.00	0.00	(1,500.00)	-100.00%
125.01.60101101.2555.6750 - SBVC-Regional Shares/Strong Workforce-Staff Development-Staff Development	6,240.00	0.00	(6,240.00)	-100.00%
125.01.60101101.2555.6840 - SBVC-Regional Shares/Strong Workforce-Economic Development	25,578.00	0.00	(25,578.00)	-100.00%
125.01.60101101.3169.0956 - SBVC-Welding Certification Test Revenue	2,460.00	2,460.00	0.00	0.00%
125.01.60101101.3174.0948 - SBVC-State Referee Program	12,000.00	12,000.00	0.00	0.00%
125.01.60101101.3175.6940 - SBVC-Sun Room Catering	25,000.00	10,000.00	(15,000.00)	-60.00%
125.01.60101101.3181.1307 - SBVC-Restaurant Management-Restaurant Management Program	50,000.00	50,000.00	0.00	0.00%
125.01.60101201.1213.1305 - SBVC-Child Development Division Consortium	500.00	500.00	0.00	0.00%
125.01.60101201.1213.7320 - SBVC-Child Development Division Consortium	17,830.00	12,000.00	(5,830.00)	-32.70%
125.01.60101201.2235.0835 - SBVC-Lottery Restricted-P E Physical Education	11,455.00	4,830.00	(6,625.00)	-57.84%
125.01.60101301.2235.6010 - SBVC-Restricted Lottery-Extened Academy Academic Administration	8,000.00	8,000.00	0.00	0.00%
125.01.60101501.2228.4930 - SBVC-Basic Skills-General Studies	466,029.00	466,029.00	0.00	0.00%
125.01.60101501.2285.0000 - SBVC-Economic Development for Distressed Areas	750,000.00	750,000.00	0.00	0.00%
125.01.60101501.2403.6010 - SBVC-Guided Pathways-Office of Instruction	415,058.00	415,058.00	0.00	0.00%
125.01.60101502.2147.6010 - SBVC-AB104 Adult Ed	35,000.00	35,000.00	0.00	0.00%
125.01.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	10,694,804.00	10,940,514.00	245,710.00	2.30%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60103101.2192.6010 - SBVC-California Space Grant	500.00	500.00	0.00	0.00%
125.01.61200101.2235.4900 - SBVC-Lottery Restricted-Library Learning Center	164,156.00	165,273.00	1,117.00	0.68%
125.01.61900701.2167.6199 - SBVC-Mesa Grant	74,514.99	60,000.00	(14,514.99)	-19.48%
125.01.61900701.2180.1230 - SBVC-Enrollment Growth/Nursing Program	170,697.00	170,697.00	0.00	0.00%
125.01.61900701.2180.7320 - SBVC-Enrollment Growth/Nursing Program	1,000.00	1,000.00	0.00	0.00%
125.01.61900701.2435.6499 - SBVC-Middle College High School	100,000.00	100,000.00	0.00	0.00%
125.01.61900701.3152.0614 - SBVC-Digital Media Disciplines Grant-Radio/Television Instruction	40,475.00	22,475.00	(18,000.00)	-44.47%
125.01.61900701.3152.7320 - SBVC-Digital Media Disciplines Grant-ICT/Digital Media	6,000.00	6,000.00	0.00	0.00%
125.01.62000101.1176.6600 - SBVC-Veterans Education	2,200.00	2,200.00	0.00	0.00%
125.01.63100801.2209.6499 - SBVC-Foster Parent Program	151,074.15	149,396.00	(1,678.15)	-1.11%
125.01.63100801.2210.4930 - SBVC-Youth Empowerment STR	20,252.00	20,624.00	372.00	1.84%
125.01.63100801.2210.7320 - SBVC-Youth Empowerment STR-02	2,248.00	1,876.00	(372.00)	-16.55%
125.01.63900101.1150.6499 - SBVC-Title IV-Trio	328,721.90	291,110.00	(37,611.89)	-11.44%
125.01.63900101.1150.7320 - SBVC-Title IV-Trio-04	10,000.00	10,000.00	0.00	0.00%
125.01.63900101.2214.6390 - SBVC-Student Equity-Student Equity	1,250,417.56	1,083,398.00	(167,019.56)	-13.36%
125.01.63900101.2214.7320 - SBVC-Student Equity-Student Aid	257,465.00	257,465.00	0.00	0.00%
125.01.64200101.2202.4930 - SBVC-Disabled Student Programs	91,255.79	92,601.88	1,346.09	1.48%
125.01.64200101.2202.6420 - SBVC-Disabled Student Programs	663,902.69	579,401.12	(84,501.58)	-12.73%
125.01.64300101.2200.6430 - SBVC-EOPS-CARE Program	75,958.05	76,453.00	494.95	0.65%
125.01.64300101.2200.7320 - SBVC-EOPS-CARE Program-Student Aid	58,818.04	33,054.00	(25,764.04)	-43.80%
125.01.64300101.2201.6430 - SBVC-EOPS	742,989.69	693,739.00	(49,250.68)	-6.63%
125.01.64300101.2201.7320 - SBVC-EOPS-Student Aid	294,344.94	270,241.00	(24,103.94)	-8.19%
125.01.64400101.2309.6440 - SBVC-Mental Health Support	75,741.84	0.00	(75,741.84)	-100.00%
125.01.64400101.3310.6440 - SBVC-Student Health Fees	543,433.45	560,000.00	16,566.56	3.05%
125.01.64400101.3337.6440 - SBVC-Family Pact Contract	16,000.00	25,000.00	9,000.00	56.25%
125.01.64500101.2232.6310 - SBVC-Matriculation-Matriculation Counseling & Guidance	28,514.15	30,029.15	1,514.99	5.31%
125.01.64500101.2232.6320 - SBVC-Matriculation-Matriculation/Student Assessment	3,430,750.20	3,301,801.85	(128,948.35)	-3.76%
125.01.64500101.2355.6499 - SBVC-Puente Project	5,658.66	5,658.00	(0.66)	-0.01%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.64500301.3521.6450 - SBVC-SBCCD College Promise - Student Services	2,223,761.19	3,820,775.00	1,597,013.81	71.82%
125.01.64600101.1160.6199 - SBVC-Federal College Work Study - Administrative	342,250.00	326,659.00	(15,591.00)	-4.56%
125.01.64600101.2161.6460 - SBVC-SFAA-BFAP Adm Allowance	187,660.91	188,781.00	1,120.09	0.60%
125.01.64600101.2188.6460 - SBVC-Financial Aid Technology	118,325.00	118,325.00	0.00	0.00%
125.01.64700101.1265.6470 - SBVC-Transitional Assistance-Workforce Readiness Job Development/Placement Se	22,844.53	24,025.97	1,181.44	5.17%
125.01.64700101.1265.6499 - SBVC-Transitional Assistance-Transitional Assistance Miscellaneous Student Service	17,521.35	9,709.03	(7,812.32)	-44.59%
125.01.64700101.1265.7320 - SBVC-Transitional Assistance-Student Aid	72,690.13	75,546.00	2,855.87	3.93%
125.01.64700101.2212.6470 - SBVC-Workability III Grant	127,045.59	142,762.00	15,716.41	12.37%
125.01.64700101.2266.6470 - SBVC-CalWorks-Workforce Readiness Job Development/Placement Services	354,421.59	311,351.10	(43,070.48)	-12.15%
125.01.64700101.2266.6499 - SBVC-CalWorks-Workforce Readiness Misc. Student Services	361,786.26	335,412.90	(26,373.36)	-7.29%
125.01.64700101.2266.7320 - SBVC-CalWorks-CalWORKs Payments To/For Students	4,000.00	20,000.00	16,000.00	400.00%
125.01.65900101.2235.4900 - SBVC-Lottery Restricted-General Supplies & Services	0.00	70,270.00	70,270.00	100.00%
125.01.65900101.3304.6950 - SBVC-Parking	224,000.00	224,000.00	0.00	0.00%
125.01.65900101.3314.6999 - SBVC-Student Transportation Fee	240,847.00	225,000.00	(15,847.00)	-6.58%
125.01.65900101.3340.6530 - SBVC-Civic Center Act-Custodial	3,000.00	3,000.00	0.00	0.00%
125.01.65900101.3520.0000 - SBVC-FCC Proceeds	1,007,463.66	756,382.00	(251,081.66)	-24.92%
125.01.65900101.3520.1501 - SBVC-FCC Proceeds-Writing Center Tutors	65,440.00	0.00	(65,440.00)	-100.00%
125.01.65900101.3520.6199 - SBVC-FCC Proceeds-SI Across Disciplines	127,040.00	0.00	(127,040.00)	-100.00%
125.01.65900101.3521.6599 - SBVC-SBCCD College Promise - Admin Services	0.00	0.00	0.00	0.00%
125.01.66000401.2191.4903 - SBVC-Improving Online CTE Pathways	482,180.00	440,280.00	(41,900.00)	-8.69%
125.01.69100101.3519.0000 - SBVC-Bookstore	252,881.73	254,407.76	1,526.03	0.60%
125.01.69200201.2198.0000 - SBVC-Workforce Accelerator Fund 7.0	0.00	25,000.00	25,000.00	100.00%
125.01.69600101.2235.4900 - SBVC-Lottery Restricted-Mens Athletics Student & Co Curricular	15,000.00	15,000.00	0.00	0.00%
125.01.69600101.2235.6986 - SBVC-Lottery Restricted-Athletic Trainer	11,885.00	11,900.00	15.00	0.13%
125.01.69602301.2235.4900 - SBVC-Lottery Restricted-Womens Athletics	15,000.00	15,000.00	0.00	0.00%
125.02.60100402.2235.1007 - CHC-Lottery Restricted-Drama Dept	10,000.00	10,000.00	0.00	0.00%
125.02.60100402.2235.4900 - CHC-Lottery Restricted	91,462.50	74,539.00	(16,923.50)	-18.50%
125.02.60100402.2235.6120 - CHC-Lottery Restricted-Library General	22,737.50	40,000.00	17,262.50	75.92%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.02.60101502.2403.6010 - CHC-Guided Pathways	182,153.00	60,718.00	(121,435.00)	-66.67%
125.02.60101502.3190.6010 - CHC-AACU	30,000.00	30,000.00	0.00	0.00%
125.02.60101502.3340.6830 - CHC-Civic Center Act-Media Academy Contracts	6,000.00	6,000.00	0.00	0.00%
125.02.60102502.1213.1305 - CHC-Child Dev Div Consortium	150.00	150.00	0.00	0.00%
125.02.60102502.1213.7320 - CHC-Child Development Division Consortium	3,600.00	3,600.00	0.00	0.00%
125.02.60102502.2235.2001 - CHC-Lottery Restricted-Psychology	1,400.00	1,400.00	0.00	0.00%
125.02.60102502.2406.6770 - CHC-SWP-Positive Incentive Funding	56,759.00	56,759.00	0.00	0.00%
125.02.60102502.2457.1210 - CHC-Perkins Title I-Respiratory Therapy Certification Program Respiratory Care/Ther	103,238.04	11,500.00	(91,738.04)	-88.86%
125.02.60102502.2457.1225 - CHC-Perkins Title I-Radiologic Technology	7,017.19	4,700.00	(2,317.19)	-33.02%
125.02.60102502.2457.1250 - CHC-Perkins Title I-Emergency Medicine Program Emergency Medical Services	46,975.44	18,400.00	(28,575.44)	-60.83%
125.02.60102502.2457.1305 - CHC-Perkins Title I-Early Childhood Education	819.33	2,000.00	1,180.67	144.10%
125.02.60102502.2457.2133 - CHC-Perkins Title I-Fire Science Academic Administration	0.00	7,500.00	7,500.00	100.00%
125.02.60102502.2457.6193 - CHC-Perkins Title I-Vocational Education	8,370.00	138,436.00	130,066.00	1,553.95%
125.02.60102502.2543.0701 - CHC-Strong Workforce-Computer Science Department	187,120.43	0.00	(187,120.43)	-100.00%
125.02.60102502.2543.6770 - CHC-Strong Workforce-Administrative Services Logistical Services	353,941.49	194,180.00	(159,761.49)	-45.14%
125.02.60102502.2544.0702 - CHC-Strong Workforce Computer Science Dept	28,500.00	0.00	(28,500.00)	-100.00%
125.02.60102502.2544.1251 - CHC-Strong Workforce Paramedic	96,200.00	0.00	(96,200.00)	-100.00%
125.02.60102502.2544.2133 - CHC-Strong Workforce Fire Science Fire Technology	193,160.00	0.00	(193,160.00)	-100.00%
125.02.60102502.2544.6199 - CHC-Strong Workforce Grants Other Instructional Support Service	132,443.00	0.00	(132,443.00)	-100.00%
125.02.60102502.2544.6770 - CHC-Strong Workforce Administrative Services Logistical Services	36,000.00	75,758.04	39,758.04	110.44%
125.02.60102502.2545.0702 - CHC-Strong Workforce-Computer Science Department	28,500.00	0.00	(28,500.00)	-100.00%
125.02.60102502.2545.1210 - CHC-Strong Workforce-Respiratory Therapy Certification Program Respiratory Care/T	0.00	5,000.00	5,000.00	100.00%
125.02.60102502.2545.1251 - CHC-Strong Workforce-Paramedic	116,200.00	21,280.00	(94,920.00)	-81.69%
125.02.60102502.2545.1305 - CHC-Strong Workforce-Child Development/Early Care and Education	0.00	400.00	400.00	100.00%
125.02.60102502.2545.2133 - CHC-Strong Workforce-Fire Science Fire Technology	173,160.00	96,861.00	(76,299.00)	-44.06%
125.02.60102502.2545.6199 - CHC-Strong Workforce-Grants Other Instructional Support Services	132,443.00	345,829.00	213,386.00	161.12%
125.02.60102502.2545.6770 - CHC-Strong Workforce-Administrative Services Logistical Services	36,000.00	0.00	(36,000.00)	-100.00%
125.02.60102502.2553.0516 - CHC-Regional Shares/Strong Workforce Labor/Industrial Relations	0.00	0.00	0.00	0.00%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.02.60102502.2553.0518 - CHC-Regional Shares/Strong Workforce Customer Service	0.00	108,080.62	108,080.62	100.00%
125.02.60102502.2553.0707 - CHC-Regional Shares/Strong Workforce Computer Software	0.00	45,943.94	45,943.94	100.00%
125.02.60102502.2553.0708 - CHC-Regional Shares/Strong Workforce Computer Support	0.00	23,619.00	23,619.00	100.00%
125.02.60102502.2553.1899 - CHC-Regional Shares/Strong Workforce Military Services	0.00	111,968.50	111,968.50	100.00%
125.02.60102502.2553.6470 - CHC-Regional Shares/Strong Workforce Job Dev/Placement Svc	0.00	107,154.84	107,154.84	100.00%
125.02.60102502.2554.0506 - CHC-Regional Shares/Strong Workforce Business Mgmt	0.00	76,870.00	76,870.00	100.00%
125.02.60102502.2554.0516 - CHC-Regional Shares/Strong Workforce Labor/Industrial Relations	0.00	51,188.00	51,188.00	100.00%
125.02.60102502.2554.1201 - CHC-Regional Shares/Strong Workforce Health Occupations	0.00	9,300.00	9,300.00	100.00%
125.02.60102502.2554.6470 - CHC-Regional Shares/Strong Workforce Job Development	0.00	111,648.00	111,648.00	100.00%
125.02.60102502.2555.0506 - CHC-Regional Shares/Strong Workforce-Business Management	40,224.69	82,827.22	42,602.53	105.91%
125.02.60102502.2555.6470 - CHC-Regional Shares/Strong Workforce-Workforce Readiness Job Development/Pla	0.00	0.00	0.00	0.00%
125.02.60102502.3305.6820 - CHC-Community Services	50,000.00	0.00	(50,000.00)	-100.00%
125.02.60102502.3312.1210 - CHC-Respiratory Care Test Fee	3,800.00	3,800.00	0.00	0.00%
125.02.61900102.3316.6191 - CHC-Recreation Fee	65,000.00	68,000.00	3,000.00	4.62%
125.02.61900102.3340.6191 - CHC-Civic Center Act-Aquatics Center	186,486.66	186,000.00	(486.66)	-0.26%
125.02.61900602.2235.0401 - CHC-Lottery Restricted-Microbiology Biology General	11,299.00	0.00	(11,299.00)	-100.00%
125.02.61900602.2235.0701 - CHC-Lottery Restricted-Computer Science Department	16,200.00	18,000.00	1,800.00	11.11%
125.02.61900602.2235.1905 - CHC-Lottery Restricted-Chemistry Department	13,437.00	13,437.00	0.00	0.00%
125.02.61900602.2235.4900 - CHC-Lottery Restricted-Anatomy & Physiology	9,444.00	9,444.00	0.00	0.00%
125.02.61900802.3172.6199 - CHC-San Manuel	180,000.00	83,500.00	(96,500.00)	-53.61%
125.02.61900802.3195.6199 - CHC-ISEEK	0.00	13,120.00	13,120.00	100.00%
125.02.63900302.2286.6390 - CHC-Student Equity & Achievement	81,124.69	162,956.63	81,831.94	100.87%
125.02.63900402.2286.6200 - CHC-Student Equity & Achievement-Student Success	253,699.01	263,545.41	9,846.39	3.88%
125.02.63900402.2286.6310 - CHC-Student Equity & Achievement-Student Success	925,636.41	852,948.96	(72,687.46)	-7.85%
125.02.63900402.2286.6320 - CHC-Student Equity & Achievement-Student Success	403,437.84	405,768.96	2,331.11	0.58%
125.02.63900402.2286.6420 - CHC-Student Equity & Achievement-Student Success	43,808.03	55,024.93	11,216.90	25.60%
125.02.63900402.2286.6499 - CHC-Student Equity & Achievement-Student Success	39,752.85	40,018.25	265.39	0.67%
125.02.63900502.2286.6600 - CHC-Student Equity & Achievement-Instruction	120,173.57	126,180.29	6,006.72	5.00%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.02.63900502.2286.6750 - CHC-Student Equity & Achievement-Instruction	34,690.29	34,924.31	234.02	0.67%
125.02.63900602.2286.6110 - CHC-Student Equity & Achievement-Learning Resources	163,632.09	204,048.27	40,416.18	24.70%
125.02.63900702.2286.6480 - CHC-Student Equity & Achievement-Veterans	31,885.72	23,886.00	(7,999.72)	-25.09%
125.02.64500302.3521.6450 - CHC-SBCCD College Promise	1,174,836.23	1,291,148.00	116,311.78	9.90%
125.02.64500502.1265.6499 - CHC-Transitional Assistance - Misc Stu Svcs	4,949.96	16,302.00	11,352.04	229.34%
125.02.64500502.1265.7320 - CHC-Transitional Assistance	34,543.04	23,192.00	(11,351.04)	-32.86%
125.02.64500502.2200.6430 - CHC-EOPS-CARE Program	74,280.75	90,004.00	15,723.25	21.17%
125.02.64500502.2200.7320 - CHC-EOPS-CARE Program-Student Aid	36,003.24	20,280.00	(15,723.24)	-43.67%
125.02.64500502.2201.6430 - CHC-EOPS	328,955.11	361,133.00	32,177.89	9.78%
125.02.64500502.2201.7320 - CHC-EOPS-Student Aid	309,460.04	277,161.00	(32,299.04)	-10.44%
125.02.64500502.2202.6420 - CHC-Disabled Student Programs - DSPS	491,615.80	484,610.00	(7,005.79)	-1.43%
125.02.64500502.2266.6499 - CHC-Calworks-Student Body Center Fee Student Activities/ Miscellaneous Student S	212,362.39	209,322.00	(3,040.40)	-1.43%
125.02.64500502.3315.6499 - CHC-Assessment Center Revenue	18,250.00	10,000.00	(8,250.00)	-45.21%
125.02.64500602.1160.6199 - CHC-Federal College Work Study - Administrative-Federal College Work Study Admir	140,000.00	139,997.00	(3.00)	0.00%
125.02.64500602.1176.6450 - CHC-Veterans Education	1,500.00	1,500.00	0.00	0.00%
125.02.64500602.2188.6460 - CHC-Financial Aid Technology	90,000.00	50,000.00	(40,000.00)	-44.44%
125.02.64500602.2309.6440 - CHC-Mental Health Support	27,584.40	0.00	(27,584.40)	-100.00%
125.02.64500602.3310.6440 - CHC-Student Health Fees	280,000.00	242,000.00	(38,000.01)	-13.57%
125.02.64500602.3337.6440 - CHC-Family Pact Contract	11,000.00	8,700.00	(2,300.00)	-20.91%
125.02.64600102.2161.6460 - CHC-SFAA-BFAP Adm Allowance	51,562.00	51,562.00	0.00	0.00%
125.02.65900102.2235.1002 - CHC-Lottery Restricted-Art Department	15,000.00	0.00	(15,000.00)	-100.00%
125.02.65900102.2235.1225 - CHC-Lottery Restricted	46,000.00	46,000.00	0.00	0.00%
125.02.65900102.2235.1250 - CHC-Lottery Restricted-Emergency Medicine Program Emergency Medical Services	10,000.00	5,000.00	(5,000.00)	-50.00%
125.02.65900102.2235.6600 - CHC-Lottery Restricted	0.00	29,160.00	29,160.00	100.00%
125.02.65900102.3241.6199 - CHC-Medical Clearance	8,400.00	7,000.00	(1,400.00)	-16.67%
125.02.65900102.3304.6570 - CHC-Parking-04	23,000.00	30,442.00	7,442.00	32.36%
125.02.65900102.3520.0000 - CHC-Program Review	3,029,000.00	130,000.00	(2,899,000.00)	-95.71%
125.02.65900302.3304.6510 - CHC -Parking-Maintenance	1,312.50	1,400.00	87.50	6.67%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.02.65900302.3304.6550 - CHC-Parking-Grounds Grounds Maintenance & Repairs	104,687.50	24,500.00	(80,187.50)	-76.60%
125.02.65900302.3304.6952 - CHC-Parking-Parking Lot Improvements	66,000.00	97,704.00	31,704.00	48.04%
125.02.67900202.3145.6799 - CHC-Copy Revenue	14,500.00	7,000.00	(7,500.00)	-51.72%
125.02.67901002.3189.6799 - CHC-AVID	30,970.00	28,260.00	(2,710.00)	-8.75%
125.02.69100102.3519.0000 - CHC-Bookstore	154,437.16	155,501.55	1,064.39	0.69%
125.02.69600302.3314.6999 - CHC-Student Transportation Fee	120,000.00	120,000.00	0.00	0.00%
125.03.60102903.2457.0000 - DIST-Perkins Title I	34,769.50	32,677.00	(2,092.50)	-6.02%
125.03.61500103.2231.0000 - DIST-Block Grant-Technology Service Academic Information Systems & Technology	188,347.00	188,347.00	0.00	0.00%
125.03.61500703.2261.0000 - DIST-ATPC-Technology Service Academic Information Systems & Technology	1,703,562.35	1,700,000.00	(3,562.35)	-0.21%
125.03.61910803.3511.0000 - DIST-Fee For Service	400,000.00	400,000.00	0.00	0.00%
125.03.67100103.3515.0000 - DIST-Educational Orientation Program	0.00	6,700.00	6,700.00	100.00%
125.03.67200203.2284.6720 - DIST-California College Promise	0.00	640,000.00	640,000.00	100.00%
125.03.67300103.2522.0000 - DIST-Classified Professional Development	80,279.00	80,279.00	0.00	0.00%
125.03.67300103.3518.0000 - Schools First Donation/HR	5,000.00	5,000.00	0.00	0.00%
125.03.67600203.2302.0000 - DIST-Equal Employment Opportunity	50,000.00	45,000.00	(5,000.00)	-10.00%
125.03.67701103.3311.0000 - DIST-Accident Fee	61,000.00	61,000.00	0.00	0.00%
125.03.67800103.3405.0000 - DIST-Institutional Effectiveness Partnership Initiative	0.00	200,000.00	200,000.00	100.00%
125.03.68200103.3305.0000 - DIST-Community Services-01	0.00	10,000.00	10,000.00	100.00%
125.03.68400203.1267.0000 - DIST-TANF Work Study-Professional Development Center	0.00	500,000.00	500,000.00	100.00%
125.03.68400203.2402.0000 - DIST-SWP IE Cyberhub Centers-Round 3	41,400.00	41,400.00	0.00	0.00%
125.03.68400203.2407.0000 - DIST-SWP BIW Curriculum Alignment	25,790.00	25,790.00	0.00	0.00%
125.03.68400203.2429.0000 - DIST-Regional Shares/Strong Workforce	196,999.99	90,000.00	(106,999.99)	-54.31%
125.03.68400203.2495.0000 - DIST-SWP/Cloudbased Netlab-Round 3	384,055.44	150,000.00	(234,055.44)	-60.94%
125.03.68400203.2496.0000 - DIST-SWP Employability/Soft Skills to Create Pathways	60,966.54	69,093.22	8,126.68	13.33%
125.03.68400203.2499.0000 - Prison to Employment Initiative P2E	0.00	298,980.00	298,980.00	100.00%
125.03.68400203.2500.0000 - DIST-ETP #8	0.00	749,005.00	749,005.00	100.00%
125.03.68400203.3408.0000 - DIST-CalCIMA Employment Bridge Programs	15,000.00	12,059.36	(2,940.64)	-19.60%
125.03.68400203.3410.0000 - DIST-County of San Bernardino - Probation	0.00	253,980.00	253,980.00	100.00%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.03.68400203.3514.0000 - DIST-Indirect Charges	347,310.83	187,626.11	(159,684.72)	-45.98%
125.03.68400603.2485.0000 - DIST-ICT/Digital Media-ICT/Digital Media	200,000.00	200,000.00	0.00	0.00%
125.03.68400703.3453.0000 - DIST-Metro Water/ATTC-Metro Water/ATTC	16,350.00	12,000.00	(4,350.00)	-26.61%
125.03.68401703.1439.0000 - DIST-Cal Mfg Tech Consulting	758,581.67	278,282.79	(480,298.89)	-63.32%
125.03.68402003.3424.0000 - DIST-PDC Local Contracts	148,851.00	10,000.00	(138,851.00)	-93.28%
125.03.68402103.2488.0000 - DIST-Caltrans-Caltrans/Parolee Work Crew 7/16	3,123,682.98	0.00	(3,123,682.98)	-100.00%
125.03.71000303.3517.0000 - DIST-SolaTube Project/DO/SCE	8,118.00	8,118.00	0.00	0.00%
125.03.73200003.3453.0000 - DIST-Metro Water/ATTC-Student Aid	600.00	0.00	(600.00)	-100.00%
125.15.60100401.3162.6820 - SBVC-Media Academy Contracts	2,681.51	2,681.51	0.00	0.00%
125.15.60100401.3182.1004 - SBVC-Music Department Donations	1,986.00	1,986.00	0.00	0.00%
125.15.60100801.3509.1911 - SBVC-Planetarium Income	47,639.36	40,770.00	(6,869.36)	-14.42%
125.15.60101101.2276.6199 - SBVC-Prop 39 Region F Colleges	428.37	428.37	0.00	0.00%
125.15.60101101.2490.6010 - SBVC-CTE Data Unlocked Initiative-01	35,128.35	14,903.00	(20,225.35)	-57.58%
125.15.60101101.3169.0956 - SBVC-Welding Certification Test Revenue	0.00	0.00	0.00	0.00%
125.15.60101101.3175.6940 - SBVC-Sun Room Catering	3,719.13	0.00	(3,719.13)	-100.00%
125.15.60101101.3181.1307 - SBVC-Restaurant Management-Restaurant Management Program	181,909.81	170,000.00	(11,909.81)	-6.55%
125.15.60101201.2184.2201 - SBVC-AB798 Textbook Affordability Program-Social Science General	25,925.00	25,434.83	(490.17)	-1.89%
125.15.60101501.2228.6010 - SBVC-Basic Skills - Academic Administration	335,504.51	292,358.86	(43,145.65)	-12.86%
125.15.60101501.2403.6010 - SBVC-Guided Pathways-Office of Instruction	729,962.00	1,112,058.00	382,096.00	52.34%
125.15.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	1,140,741.37	678,000.00	(462,741.36)	-40.56%
125.15.61900701.1153.1901 - SBVC-Success in STEM at HSI	123,648.51	165,618.00	41,969.49	33.94%
125.15.61900701.1153.7320 - SBVC-Success in STEM at HSI	135,764.00	24,146.00	(111,618.00)	-82.21%
125.15.61900701.2166.6199 - SBVC-Zero Textbook Cost Degree	2,000.00	1,500.00	(500.00)	-25.00%
125.15.61900701.2498.6199 - SBVC-Veterans Resource Center Grant	198,675.00	198,675.00	0.00	0.00%
125.15.61900701.2502.6750 - SBVC-Staff Development	42.40	42.40	0.00	0.00%
125.15.61900701.3152.0614 - SBVC-Digital Media Disciplines Grant-Radio/Television Instruction	68,481.69	33,308.00	(35,173.69)	-51.36%
125.15.61900701.3152.7320 - SBVC-Digital Media Disciplines Grant-Student Aid	5,400.00	3,900.00	(1,500.00)	-27.78%
125.15.62000101.1176.6600 - SBVC-Veterans Education-01	4,804.49	1,467.49	(3,337.00)	-69.46%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.15.62000101.2187.6480 - SBVC-Veterans Resource Center	121,748.88	125,000.00	3,251.12	2.67%
125.15.63900101.1150.6499 - SBVC-Title IV-Trio	53,093.53	25,000.00	(28,093.53)	-52.91%
125.15.63900101.1150.7320 - SBVC-Title IV-Trio-Student Aid	0.00	10,000.00	10,000.00	100.00%
125.15.63900101.2185.7320 - SBVC-Dreamer Students	24,065.00	24,065.00	0.00	0.00%
125.15.63900101.2214.6390 - SBVC-Student Equity-Student Equity	626,743.42	697,212.45	70,469.03	11.24%
125.15.63900101.2214.7320 - SBVC-Student Equity-Student Aid	0.00	30,000.00	30,000.00	100.00%
125.15.64400101.3310.6440 - SBVC-Student Health Fees	156,030.88	200,000.00	43,969.12	28.18%
125.15.64400101.3337.6440 - SBVC-Family Pact Contract	59,419.42	60,000.00	580.58	0.98%
125.15.64500101.2232.6320 - SBVC-Matriculation-Matriculation	897,370.68	897,371.00	0.32	0.00%
125.15.64500201.2165.6450 - SBVC-Hunger Free Campus Support	100,656.02	93,037.00	(7,619.02)	-7.57%
125.15.64600101.2188.6460 - SBVC-Financial Aid Technology	0.00	100,000.00	100,000.00	100.00%
125.15.65900101.3277.6770 - SBVC-Rialto USD-General Supplies & Services	55,607.99	55,303.00	(304.99)	-0.55%
125.15.65900101.3279.6770 - SBVC-SBCUSD Contract Ed/MCHS-General Supplies & Services	13,835.43	13,503.00	(332.43)	-2.40%
125.15.65900101.3280.6770 - SBVC-Rialto USD Contract Education-General Supplies & Services	6,042.56	6,042.56	0.00	0.00%
125.15.65900101.3304.6950 - SBVC-Parking	163,210.84	150,000.00	(13,210.84)	-8.09%
125.15.65900101.3314.6999 - SBVC-Student Transportation Fee	41,012.00	0.00	(41,012.00)	-100.00%
125.15.65900101.3340.6530 - SBVC-Civic Center Act-Custodial	80,274.14	60,000.00	(20,274.14)	-25.26%
125.15.66000301.2404.6600 - SBVC-Campus Safety & Sexual Assault	21,773.00	21,773.00	0.00	0.00%
125.25.07021002.3516.0702 - CHC-Multi-Media	568,090.54	526,699.19	(41,391.35)	-7.29%
125.25.60101502.2403.6010 - CHC-Guided Pathways	259,122.12	240,984.00	(18,138.12)	-7.00%
125.25.60101502.3190.6010 - CHC-AACU	0.00	30,000.00	30,000.00	100.00%
125.25.60101502.3269.1701 - CHC-Contract Education	91,276.01	80,000.00	(11,276.01)	-12.35%
125.25.60101502.3340.6830 - CHC-Civic Center Act	29,792.74	50,000.00	20,207.26	67.83%
125.25.60101502.3405.6600 - CHC-Institutional Effectiveness Partnership Initiative	148,203.14	90,000.00	(58,203.14)	-39.27%
125.25.60102502.2490.6010 - CHC-CTE Data Unlocked Initiative	12,346.15	12,346.15	0.00	0.00%
125.25.60102502.2543.6770 - CHC-Strong Workforce Administrative Services & Logistical Services	498,250.43	0.00	(498,250.43)	-100.00%
125.25.60102502.3305.6820 - CHC-Community Services	11,492.21	11,492.21	0.00	0.00%
125.25.60102502.3312.1210 - CHC-Respiratory Care Test Fee	320.00	4,582.00	4,262.00	1,331.88%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.25.61900102.3316.6191 - CHC-Recreation Fee	22,505.51	31,640.00	9,134.49	40.59%
125.25.61900102.3340.6191 - CHC-Aquatics Center	76,373.74	76,466.00	92.26	0.12%
125.25.61900602.2502.6750 - CHC-Staff Development	205.73	205.73	0.00	0.00%
125.25.61900602.3242.6199 - CHC-Google Grant	3,031.03	2,181.03	(850.00)	-28.04%
125.25.62000102.1176.6450 - CHC-Veterans Education	1,220.10	1,220.00	(0.10)	-0.01%
125.25.63900302.2286.6390 - CHC-Student Equity & Achievement	0.00	232,000.00	232,000.00	100.00%
125.25.63900502.2286.6600 - CHC-Student Equity & Achievement-Instruction	0.00	80,000.00	80,000.00	100.00%
125.25.63900602.2286.6110 - CHC-Student Equity & Achievement-Learning Resources	0.00	35,000.00	35,000.00	100.00%
125.25.64300102.2165.6450 - CHC-Hunger Free Campus Support	34,384.34	15,598.00	(18,786.34)	-54.64%
125.25.64500502.3264.6499 - CHC-Educational Planning Initiative	70,097.27	70,097.00	(0.27)	0.00%
125.25.64500502.3315.6499 - CHC-Assessment Center Revenue	31,821.96	31,821.96	0.00	0.00%
125.25.64500602.2187.6480 - CHC-Veteran's Resource Center	10,963.34	3,858.96	(7,104.38)	-64.80%
125.25.64500602.2188.6460 - CHC-Financial Aid Technology	0.00	124,971.00	124,971.00	100.00%
125.25.64500602.2498.6480 - CHC-Veterans Resource Center Grant	78,144.17	35,000.00	(43,144.17)	-55.21%
125.25.64500602.2498.7320 - CHC-Veterans Resource Center Grant	0.00	10,000.00	10,000.00	100.00%
125.25.64500602.3186.6440 - CHC-Truth Initiative Tobacco Free Campus	5,634.17	5,000.00	(634.17)	-11.26%
125.25.64500602.3310.6440 - CHC-Student Health Fees	82,000.79	82,001.33	0.54	0.00%
125.25.64500602.3337.6440 - CHC-Family Pact Contract	37,840.96	37,841.00	0.04	0.00%
125.25.64600102.2185.7320 - CHC-Dreamer Students	13,525.00	13,525.00	0.00	0.00%
125.25.64600102.2187.7320 - CHC-Veterans Resource Center	0.00	7,000.00	7,000.00	100.00%
125.25.65900102.2404.6600 - CHC-Campus Safety & Sexual Assault	14,776.00	14,776.00	0.00	0.00%
125.25.65900102.3241.6199 - CHC-Medical Clearance	1,590.24	0.00	(1,590.24)	-100.00%
125.25.65900302.3304.6599 - CHC-Parking	0.00	50,000.00	50,000.00	100.00%
125.25.67900202.2216.6780 - CHC-Telecommunications Technology	4,139.90	4,139.90	0.00	0.00%
125.25.67900202.3145.6799 - CHC-Copy Revenue	18,456.24	26,082.00	7,625.76	41.32%
125.31.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	324,765.46	800,000.00	475,234.54	146.33%
125.31.64600101.2161.6460 - SBVC-SFAA-BFAP Adm Allowance	366,732.71	362,205.00	(4,527.71)	-1.23%
125.32.64500602.2161.6460 - CHC-SFAA-BFAP Adm Allowance	173,144.03	172,584.00	(560.03)	-0.32%

Budget Forecast by Department - Restricted General Fund

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.35.61500203.2236.0000 - DIST-3C Media Solutions	3,572.48	6,422.93	2,850.45	79.79%
125.35.61910803.3511.0000 - DIST-Fee For Service	401,667.33	401,667.00	(0.33)	0.00%
125.35.67200203.2230.0000 - DIST-Instructional Equipment	96,005.49	96,005.49	0.00	0.00%
125.35.67600203.2302.0000 - DIST-Equal Employment Opportunity	71,777.49	54,000.00	(17,777.49)	-24.77%
125.35.67800203.2216.0000 - DIST-Telecommunications Technology	1,501.27	1,501.27	0.00	0.00%
125.35.67900403.3512.0000 - DIST-ATPC/Ventura Cc Foundation-ATPC/Ventura Cc Foundation	2,130.49	2,130.49	0.00	0.00%
125.35.68400203.1267.0000 - DIST-TANF Work Study-Professional Development Center	1,892,349.45	0.00	(1,892,349.45)	-100.00%
125.35.68400203.2285.0000 - DIST-Economic Development for Distressed Areas	0.00	125,000.00	125,000.00	100.00%
125.35.68400203.2402.0000 - DIST-SWP IE Cyberhub Centers-Round 4	95,900.00	87,045.00	(8,855.00)	-9.23%
125.35.68400203.2418.0000 - DIST-Riverside County Regional Training	181.31	181.31	0.00	0.00%
125.35.68400203.2495.0000 - DIST-SWP/Cloudbased Netlab-Round 2	173,723.33	0.00	(173,723.33)	-100.00%
125.35.68400203.2496.0000 - DIST-SWP Employabilty/Soft Skills to Create Pathways	(5,855.85)	16,720.00	22,575.85	-385.53%
125.35.68400203.3197.0000 - DIST-Academy for Dynamic Leadership	0.00	27,119.58	27,119.58	100.00%
125.35.68400203.3401.0000 - DIST-Annenberg Foundation	0.00	770.19	770.19	100.00%
125.35.68400603.2485.0000 - DIST-ICT/Digital Media-01	64,628.12	100,000.00	35,371.88	54.73%
125.35.68401403.2456.0000 - DIST-ETP #5-02	0.00	0.00	0.00	0.00%
125.35.68401403.2497.0000 - DIST-ETP #7	1,095,699.05	0.00	(1,095,699.05)	-100.00%
125.35.68401703.1439.0000 - DIST-Cal Mfg Tech Consulting	169,421.20	44,762.00	(124,659.20)	-73.58%
125.35.68402003.3424.0000 - DIST-PDC Local Contracts	0.00	22,847.00	22,847.00	100.00%
125.35.68402103.2488.0000 - DIST-Caltrans-Caltrans/Parolee Work Crew 7/16	0.00	1,348,579.40	1,348,579.40	100.00%
125.35.69500603.3304.0000 - DIST-Parking	32,795.50	32,795.50	0.00	0.00%
125.35.73200003.1267.0000 - DIST-TANF Work Study-Professional Development Center	10,000.00	0.00	(10,000.00)	-100.00%
	67,048,702.54	**58,675,819.02**	**(8,372,883.52)**	**-12.49%**
Total	**592,407.26**	**479,544.01**	**(112,863.24)**	**-12.46%**

Budget Forecast by Department - Bond Interest and Redemption

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
215.00.00000000.0000.0000 - General Program	48,250,000.00	48,250,000.00	0.00	0.00%
	48,250,000.00	**48,250,000.00**	**0.00**	**0.00%**
Expenditures				
215.00.00000000.0000.0000 - General Program	30,750,000.00	48,250,000.00	17,500,000.00	56.91%
	30,750,000.00	**48,250,000.00**	**17,500,000.00**	**56.91%**
Total	**(17,500,000.00)**	**0.00**	**17,500,000.00**	**22.15%**

Budget Forecast by Department - Child Development

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
335.01.69200101.2203.0000 - SBVC-Child Care Food Program 01	1,293,094.00	1,293,094.00	0.00	0.00%
335.01.69200201.1207.0000 - SBVC-Child Development Center 01	234,827.00	234,827.00	0.00	0.00%
335.01.69200301.2205.0000 - SBVC-State Preschool Grant	1,948,936.00	1,948,936.00	0.00	0.00%
335.02.69200102.1207.0000 - CHC-Child Care Food Program	7,500.00	7,500.00	0.00	0.00%
335.02.69200202.0000.0000 - CHC-CDC Quality Start San Bndo	15,291.70	35,291.00	19,999.30	130.79%
335.02.69200202.2203.0000 - CHC-Child Development	186,000.00	190,000.00	4,000.00	2.15%
335.02.69200202.2245.0000 - CHC-Child Development Parent Fees	140,000.00	140,000.00	0.00	0.00%
	3,825,648.70	**3,849,648.00**	**23,999.30**	**0.63%**
Expenditures				
335.01.69200101.2203.0000 - SBVC-Child Care Food Program 01	1,295,281.33	1,293,094.00	(2,187.33)	-0.17%
335.01.69200201.1207.0000 - SBVC-Child Development Center 01	235,527.04	234,827.00	(700.04)	-0.30%
335.01.69200301.2205.0000 - SBVC-State Preschool Grant	1,964,424.10	1,948,936.00	(15,488.10)	-0.79%
335.02.69200102.1207.0000 - CHC-Child Care Food Program	7,500.00	7,500.00	0.00	0.00%
335.02.69200202.0000.0000 - CHC-CDC Quality Start San Bndo	15,291.70	35,291.00	19,999.30	130.79%
335.02.69200202.2203.0000 - CHC-Child Development	183,318.04	190,000.00	6,681.96	3.65%
335.02.69200202.2245.0000 - CHC-Child Development Parent Fees	142,217.20	140,000.00	(2,217.20)	-1.56%
	3,843,559.42	**3,849,648.00**	**6,088.58**	**0.16%**
Total	**17,910.72**	**(0.00)**	**(17,910.72)**	**0.39%**

Budget Forecast by Department - Capital Outlay

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
410.03.67200203.0000.0000 - Capital Outlay	150,000.00	162,250.00	12,250.00	8.17%
410.03.71004803.0000.0000 - Buildings	1,325,000.00	1,475,000.00	150,000.00	11.32%
415.01.71004801.3601.0000 - SBVC Technical Building Replacement-State Funds	1,040,000.00	1,273,000.00	233,000.00	22.40%
415.03.71000403.1194.0000 - Public Works & Economic Development Facilities Pgm	0.00	600,000.00	600,000.00	100.00%
415.35.71001003.2260.0000 - DIST-Prop 39 Clean Energy Funding	50,300.59	48,250.59	(2,050.00)	-4.08%
	2,565,300.59	**3,558,500.59**	**993,200.00**	**38.72%**
Expenditures				
410.02.71000302.0000.0000 - Administrative Services	160,000.00	0.00	(160,000.00)	-100.00%
410.03.67200203.0000.0000 - Capital Outlay	933,000.00	200,000.00	(733,000.00)	-78.56%
410.03.71000403.0000.0000 - Facilities Planning/Adm.Svcs.	590,261.63	517,157.61	(73,104.02)	-12.39%
410.03.71002703.0000.0000 - District Network Upgrades	900,000.00	897,592.39	(2,407.61)	-0.27%
410.03.71004803.0000.0000 - Buildings	53,362.00	22,500.00	(30,862.00)	-57.84%
415.01.71004801.3601.0000 - SBVC Technical Building Replacement-State Funds	1,040,000.00	1,273,000.00	233,000.00	22.40%
415.03.71000403.1194.0000 - Public Works & Economic Development Facilities Pgm	0.00	600,000.00	600,000.00	100.00%
415.35.71001003.2260.0000 - DIST-Prop 39 Clean Energy Funding	50,300.59	48,250.59	(2,050.00)	-4.08%
	3,726,924.22	**3,558,500.59**	**(168,423.63)**	**-4.52%**
Total	**1,161,623.63**	**0.00**	**(1,161,623.63)**	**13.11%**

Budget Forecast by Department - Measure CC

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
445.03.71010103.0000.0000 - Measure CC Program Support DSS	300,000,000.00	200,000.00	(299,800,000.00)	-99.93%
	300,000,000.00	**200,000.00**	**(299,800,000.00)**	**-99.93%**
Expenditures				
445.01.71010101.3601.0000 - SBVC Technical Building Replacement	6,470,831.00	11,721,228.00	5,250,397.00	81.14%
445.01.71010101.3605.0000 - SBVC Softball Field	0.00	822,929.00	822,929.00	100.00%
445.01.71010101.3606.0000 - SBVC Instructional & Student Services Building	35,000.00	98,057,663.00	98,022,663.00	280,064.75%
445.01.71010101.3610.0000 - SBVC Campus Wide Infrastructure	150,000.00	5,469,661.00	5,319,661.00	3,546.44%
445.02.71010102.3623.0000 - CHC Gym Demolition	14,390.00	2,898,171.00	2,883,781.00	20,040.17%
445.02.71010102.3624.0000 - CHC Student Support Building Renovation	0.00	145,951.00	145,951.00	100.00%
445.02.71010102.3625.0000 - CHC East Valley Public Safety Training Center	0.00	450,312.00	450,312.00	100.00%
445.02.71010102.3626.0000 - CHC Campus Wide Infrastructure	55,610.00	3,547,963.00	3,492,353.00	6,280.08%
445.02.71010102.3633.0000 - CHC Central Complex 2 Renovation	30,000.00	688,483.00	658,483.00	2,194.94%
445.02.71010102.3634.0000 - CHC Child Development Center Renovation	0.00	342,813.00	342,813.00	100.00%
445.02.71010102.3635.0000 - CHC Performing Arts Center Replacement	0.00	4,008,286.00	4,008,286.00	100.00%
445.03.71010103.0000.0000 - Measure CC Program Support DSS	252,452,833.00	78,187,597.02	(174,265,235.97)	-69.03%
445.03.71010103.3640.0000 - DIST District Wide Initatives	691,336.00	3,938,056.00	3,246,720.00	469.63%
445.03.71010103.3641.0000 - DIST Student Information System	0.00	1,642,857.00	1,642,857.00	100.00%
445.03.71010103.3642.0000 - DIST Mill Street Site	25,000,000.00	38,000,000.00	13,000,000.00	52.00%
445.03.71010103.3644.0000 - DIST Measure CC Outreach	100,000.00	65,568.00	(34,432.00)	-34.43%
	285,000,000.00	**249,987,538.02**	**(35,012,461.97)**	**-12.29%**
Total	**(15,000,000.00)**	**249,787,538.02**	**264,787,538.03**	**-57.23%**

Budget Forecast by Department - Cafeteria

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
520.01.69400201.0000.0000 - Cafeteria	599,766.00	300,000.00	(299,766.00)	-49.98%
	599,766.00	**300,000.00**	**(299,766.00)**	**-49.98%**
Expenditures				
520.01.69400201.0000.0000 - Cafeteria	550,895.02	300,000.00	(250,895.02)	-45.54%
	550,895.02	**300,000.00**	**(250,895.02)**	**-45.54%**
Total	**(48,870.98)**	**(0.00)**	**48,870.98**	**-47.86%**

Budget Forecast by Department - Investment Properties

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
590.03.67200203.0000.0000 - Investment Properties	150,000.00	0.00	(150,000.00)	-100.00%
590.03.70903803.0000.0000 - DIST-550 E. Hospitality Lane	1,348,330.00	1,445,860.00	97,530.00	7.23%
590.03.70903903.0000.0000 - DIST-560 E. Hospitality Lane	1,360,208.00	1,404,147.00	43,939.00	3.23%
590.03.70904003.0000.0000 - DIST-658 E. Brier Drive	1,914,428.00	1,879,698.00	(34,730.00)	-1.81%
	4,772,966.00	**4,729,705.00**	**(43,261.00)**	**-0.91%**
Expenditures				
590.03.67200203.0000.0000 - Investment Properties	20,292,310.48	1,297,053.00	(18,995,257.48)	-93.61%
590.03.70903803.0000.0000 - DIST-550 E. Hospitality Lane	723,388.00	875,839.00	152,451.00	21.07%
590.03.70903903.0000.0000 - DIST-560 E. Hospitality Lane	681,342.00	729,117.00	47,775.00	7.01%
590.03.70904003.0000.0000 - DIST-658 E. Brier Drive	739,022.00	654,395.00	(84,627.00)	-11.45%
590.03.71009903.0000.0000 - Commercial Property Investment	4,367,984.00	15,000.00	(4,352,984.00)	-99.66%
	26,804,046.48	**3,571,404.00**	**(23,232,642.48)**	**-86.68%**
Total	**22,031,080.48**	**(1,158,301.00)**	**(23,189,381.48)**	**-73.71%**

Budget Forecast by Department - Worker's Comp | Self Insurance

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
615.03.67701703.3390.0000 - DIST-Self-Insurance Program - Logistical Services	1,480,000.00	1,630,000.00	150,000.00	10.14%
620.03.67701803.0000.0000 - Insurance - Logistical Services	565,000.00	595,660.00	30,660.00	5.43%
	2,045,000.00	**2,225,660.00**	**180,660.00**	**8.83%**
Expenditures				
615.03.67701703.3390.0000 - DIST-Self-Insurance Program - Logistical Services	1,820,000.00	1,630,000.00	(190,000.00)	-10.44%
620.03.67701803.0000.0000 - Insurance - Logistical Services	905,000.00	1,070,000.00	165,000.00	18.23%
	2,725,000.00	**2,700,000.00**	**(25,000.00)**	**-0.92%**
Total	**680,000.00**	**474,340.00**	**(205,660.00)**	**3.26%**

Budget Forecast by Department - Retiree Benefit

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
690.03.59000103.0000.0000 - Employee Benefits - Instructional Staff Retiree	75,000.00	94,603.00	19,603.00	26.14%
690.03.67400103.0000.0000 - Employee Benefits - Non-Instructional Retiree	175,200.00	148,531.00	(26,669.00)	-15.22%
	250,200.00	**243,134.00**	**(7,066.00)**	**-2.82%**
Expenditures				
690.03.59000103.0000.0000 - Employee Benefits - Instructional Staff Retiree	75,000.00	80,026.00	5,026.00	6.70%
690.03.67400103.0000.0000 - Employee Benefits - Non-Instructional Retiree	175,200.00	163,108.00	(12,092.00)	-6.90%
	250,200.00	**243,134.00**	**(7,066.00)**	**-2.82%**
Total	**0.00**	**0.00**	**0.00**	**-2.82%**

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Budget Forecast by Department - Associated Students

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
710.01.69602601.0000.0000 - Associated Students	73,000.00	74,000.00	1,000.00	1.37%
710.02.69602602.0000.0000 - Associated Students	51,550.00	43,050.00	(8,500.00)	-16.49%
	124,550.00	**117,050.00**	**(7,500.00)**	**-6.02%**
Expenditures				
710.01.69602601.0000.0000 - Associated Students	70,500.00	74,000.00	3,500.00	4.96%
710.02.69602602.0000.0000 - Associated Students	51,550.00	43,050.00	(8,500.00)	-16.49%
	122,050.00	**117,050.00**	**(5,000.00)**	**-4.10%**
Total	**(2,500.00)**	**0.00**	**2,500.00**	**-5.07%**

Budget Forecast by Department - Student Representation Fee

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
720.01.69602701.0000.0000 - Student Representation Fee	65,000.00	55,000.00	(10,000.00)	-15.38%
720.02.69602702.0000.0000 - Student Representation Fee	13,500.00	14,000.00	500.00	3.70%
	78,500.00	**69,000.00**	**(9,500.00)**	**-12.10%**
Expenditures				
720.01.69602701.0000.0000 - Student Representation Fee	65,000.00	55,000.00	(10,000.00)	-15.38%
720.02.69602702.0000.0000 - Student Representation Fee	13,500.00	14,000.00	500.00	3.70%
	78,500.00	**69,000.00**	**(9,500.00)**	**-12.10%**
Total	**0.00**	**0.00**	**0.00**	**-12.10%**

Budget Forecast by Department - Student Body Center Fee

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
730.01.69603301.3306.0000 - SBVC-Student Body Center Fee	205,800.00	207,533.00	1,733.00	0.84%
730.02.64901702.3306.0000 - CHC-Student Body Center Fee	97,767.00	104,895.98	7,128.98	7.29%
	303,567.00	**312,428.98**	**8,861.98**	**2.92%**
Expenditures				
730.01.69603301.3306.0000 - SBVC-Student Body Center Fee	233,760.02	207,533.00	(26,227.02)	-11.22%
730.02.64901702.3306.0000 - CHC-Student Body Center Fee	100,928.57	104,895.98	3,967.40	3.93%
	334,688.59	**312,428.98**	**(22,259.61)**	**-6.65%**
Total	**31,121.59**	**(0.00)**	**(31,121.59)**	**-2.10%**

Budget Forecast by Department - Financial Aid

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
745.01.64500201.0000.0000 - Student Financial Aid	22,306,929.00	23,362,974.00	1,056,045.00	4.73%
745.02.64600102.0000.0000 - Student Financial Aid	5,164,408.00	4,366,486.00	(797,922.00)	-15.45%
	27,471,337.00	**27,729,460.00**	**258,123.00**	**0.94%**
Expenditures				
745.01.64500201.0000.0000 - Student Financial Aid	22,302,581.00	23,362,974.00	1,060,393.00	4.75%
745.02.64600102.0000.0000 - Student Financial Aid	5,164,408.00	4,366,486.00	(797,922.00)	-15.45%
	27,466,989.00	**27,729,460.00**	**262,471.00**	**0.96%**
Total	**(4,348.00)**	**0.00**	**4,348.00**	**0.95%**

Budget Forecast by Department - Scholarship and Loan

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
755.01.69602901.0000.0000 - Scholarship and Loan	219,718.55	150,289.00	(69,429.55)	-31.60%
755.01.69627601.0000.0000 - Psychiatric Technician Scholarship	1,246.00	845.51	(400.49)	-32.14%
755.02.69602902.0000.0000 - Scholarship and Loan	63,287.00	198,291.00	135,004.00	213.32%
	284,251.55	**349,425.51**	**65,173.96**	**22.93%**
Expenditures				
755.01.69602901.0000.0000 - Scholarship and Loan	221,625.55	150,289.00	(71,336.55)	-32.19%
755.01.69627601.0000.0000 - Psychiatric Technician Scholarship	1,246.00	845.51	(400.49)	-32.14%
755.02.69602902.0000.0000 - Scholarship and Loan	61,380.00	198,291.00	136,911.00	223.05%
	284,251.55	**349,425.51**	**65,173.96**	**22.93%**
Total	**0.00**	**0.00**	**0.00**	**22.93%**

Budget Forecast by Department - PARS

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
775.03.00000003.0000.0000 - PARS Investment Trust Fund	12,750,000.00	3,750,000.00	(9,000,000.00)	-70.59%
	12,750,000.00	**3,750,000.00**	**(9,000,000.00)**	**-70.59%**
Expenditures				
775.03.00000003.0000.0000 - PARS Investment Trust Fund	3,100,000.00	4,005,137.00	905,137.00	29.20%
	3,100,000.00	**4,005,137.00**	**905,137.00**	**29.20%**
Total	**(9,650,000.00)**	**255,137.00**	**9,905,137.00**	**-51.07%**

Budget Forecast by Department - Student Clubs & Trusts

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
810.01.69603401.0000.0000 - Student Clubs and Trusts	155,836.00	180,145.16	24,309.16	15.60%
810.02.69603502.0000.0000 - A&P Theatre Guild	2,581.00	2,581.21	0.21	0.01%
810.02.69603602.0000.0000 - Alpha Gamma Sigma Club	4,536.00	4,595.74	59.74	1.32%
810.02.69603702.0000.0000 - Anime Manga Club	300.00	300.00	0.00	0.00%
810.02.69603902.0000.0000 - Aquatics Club	715.00	715.18	0.18	0.03%
810.02.69604202.0000.0000 - Beta II Club	1,906.00	1,986.92	80.92	4.25%
810.02.69604302.0000.0000 - Biology Club	1,031.00	1,031.18	0.18	0.02%
810.02.69604602.0000.0000 - CD Center Trust	353.00	352.64	(0.36)	-0.10%
810.02.69604702.0000.0000 - CHC Alumni Association	20.00	20.00	0.00	0.00%
810.02.69604902.0000.0000 - CHC Silver Anniversary	142.00	142.26	0.26	0.18%
810.02.69605102.0000.0000 - Child Development & Education Club	1,270.00	1,269.99	(0.01)	0.00%
810.02.69605302.0000.0000 - CH Compser's Collective Club	84.00	83.69	(0.31)	-0.37%
810.02.69605602.0000.0000 - CH Arts League Club	1,212.00	1,211.56	(0.44)	-0.04%
810.02.69605702.0000.0000 - Duane Stemple Trust	484.00	484.33	0.33	0.07%
810.02.69605902.0000.0000 - CHC Paramedic Association	836.00	835.70	(0.30)	-0.04%
810.02.69606002.0000.0000 - Fire Safety Trust	1,545.00	1,545.02	0.02	0.00%
810.02.69606102.0000.0000 - Gala Club	53.00	52.93	(0.07)	-0.13%
810.02.69606202.0000.0000 - Health Science Club	89.00	88.85	(0.15)	-0.17%
810.02.69606402.0000.0000 - Information Technology Trust	1,065.00	1,064.86	(0.14)	-0.01%
810.02.69606502.0000.0000 - Jazz Festival	410.00	409.84	(0.16)	-0.04%
810.02.69606602.0000.0000 - Lunafira Club	243.00	243.44	0.44	0.18%
810.02.69606702.0000.0000 - Math Club	1,012.00	933.29	(78.71)	-7.78%
810.02.69606802.0000.0000 - Mecha Club	746.00	745.52	(0.48)	-0.06%
810.02.69607002.0000.0000 - Obsidian Dance Club	800.00	600.00	(200.00)	-25.00%
810.02.69607102.0000.0000 - Paramedic Trust	6,675.00	6,675.00	0.00	0.00%
810.02.69607202.0000.0000 - Phi Beta Lambda	97.00	96.75	(0.25)	-0.26%
810.02.69607302.0000.0000 - Possibilities Club	100.00	100.00	0.00	0.00%

Budget Forecast by Department - Student Clubs & Trusts

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
810.02.69607402.0000.0000 - Psychology Club	720.00	720.00	0.00	0.00%
810.02.69607602.0000.0000 - Repeat Course Trust	3,268.00	3,267.50	(0.50)	-0.02%
810.02.69607702.0000.0000 - Sand Canyon Review	1,035.00	1,035.00	0.00	0.00%
810.02.69607802.0000.0000 - Sociology Club	53.00	53.00	0.00	0.00%
810.02.69608002.0000.0000 - S.T.E.M G.I.R.L Club	794.00	794.45	0.45	0.06%
810.02.69608202.0000.0000 - Terrestrial Investigation Trust	864.00	863.64	(0.36)	-0.04%
810.02.69608302.0000.0000 - The Baroque Society	70.00	69.73	(0.27)	-0.39%
810.02.69608402.0000.0000 - Computer Science & Tech. Club	100.00	100.00	0.00	0.00%
810.02.69608502.0000.0000 - The Lighthouse Club	84.00	83.91	(0.09)	-0.11%
810.02.69608802.0000.0000 - Veterans Club	149.00	148.93	(0.07)	-0.05%
810.02.69609002.0000.0000 - Walking Tall Club	50.00	50.00	0.00	0.00%
810.02.69609702.0000.0000 - CHC Art Club	918.00	917.50	(0.50)	-0.05%
810.02.69620402.0000.0000 - American Sign Language Club	399.00	398.84	(0.16)	-0.04%
810.02.69626302.0000.0000 - Circle K Club	50.00	50.00	0.00	0.00%
810.02.69626402.0000.0000 - Herbivore Club	304.00	303.50	(0.50)	-0.16%
810.02.69626502.0000.0000 - Metaphysical Explores Club	377.00	48.51	(328.49)	-87.13%
	193,376.00	**217,215.57**	**23,839.57**	**12.33%**
Expenditures				
810.01.69603601.0000.0000 - Alpha Gamma Sigma Club	835.81	836.00	0.19	0.02%
810.01.69606801.0000.0000 - Mecha Club	2,209.30	2,209.00	(0.30)	-0.01%
810.01.69608401.0000.0000 - Computer Science and Computer Engineering Club	1,343.86	1,344.00	0.14	0.01%
810.01.69608801.0000.0000 - Veterans Club	26.59	0.00	(26.59)	-100.00%
810.01.69609701.0000.0000 - Art Club	11,126.00	2,936.63	(8,189.37)	-73.61%
810.01.69610001.0000.0000 - Architectural Club	136.79	0.00	(136.79)	-100.00%
810.01.69610101.0000.0000 - Tumaini Club	1,617.94	1,569.00	(48.94)	-3.02%
810.01.69610201.0000.0000 - History Club	0.00	649.00	649.00	100.00%
810.01.69610501.0000.0000 - Gay-Straight Alliance Club	270.21	270.00	(0.21)	-0.08%
810.01.69610801.0000.0000 - Football Trust	2,675.47	0.00	(2,675.47)	-100.00%

Budget Forecast by Department - Student Clubs & Trusts

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
810.01.69613401.0000.0000 - Volleyball Trust	13,775.01	11,145.02	(2,629.99)	-19.09%
810.01.69613501.0000.0000 - Student Life Trust	23,677.40	12,049.75	(11,627.65)	-49.11%
810.01.69613701.0000.0000 - Baseball Trust	87.00	287.00	200.00	229.89%
810.01.69613801.0000.0000 - Sports Medicine Trust	278.00	278.00	0.00	0.00%
810.01.69613901.0000.0000 - Track & Cross Country	425.59	0.00	(425.59)	-100.00%
810.01.69614201.0000.0000 - Inter Club Council	5,792.94	5,193.00	(599.94)	-10.36%
810.01.69614301.0000.0000 - Misc. Clearing	1,953.33	0.00	(1,953.33)	-100.00%
810.01.69614401.0000.0000 - Women's Basketball Trust	4,265.18	1,156.34	(3,108.84)	-72.89%
810.01.69614901.0000.0000 - Sun Room Tips Trust	0.00	33,701.29	33,701.29	100.00%
810.01.69615201.0000.0000 - Auto Collision Club	792.00	542.00	(250.00)	-31.57%
810.01.69615401.0000.0000 - Theatre Program Trust	18,750.00	18,450.00	(300.00)	-1.60%
810.01.69615801.0000.0000 - Arrowhead Newspaper Trust	871.00	870.92	(0.08)	-0.01%
810.01.69616001.0000.0000 - SBCCD Hospitality Pepsi Trust	10,951.16	11,100.00	148.84	1.36%
810.01.69616101.0000.0000 - Child Development Trust	5,686.34	3,686.38	(1,999.96)	-35.17%
810.01.69616301.0000.0000 - Culinary Arts Club	2,794.94	1,933.00	(861.94)	-30.84%
810.01.69616601.0000.0000 - Talking Hands	2,652.53	605.00	(2,047.53)	-77.19%
810.01.69617001.0000.0000 - ICC Funding Request Club	11,261.87	7,546.00	(3,715.87)	-33.00%
810.01.69617101.0000.0000 - Humanities Div. Performing Arts Fund	17,927.00	17,927.01	0.01	0.00%
810.01.69617501.0000.0000 - Human Services Club	419.00	419.00	0.00	0.00%
810.01.69618101.0000.0000 - Sigma Delta Mu Trust	1,420.00	1,736.97	316.97	22.32%
810.01.69618701.0000.0000 - Mind and Matter Club	4,725.00	404.00	(4,321.00)	-91.45%
810.01.69619501.0000.0000 - Honors Program Trust	127.00	126.62	(0.38)	-0.30%
810.01.69619601.0000.0000 - Athletics Trust	17,386.00	8,808.83	(8,577.17)	-49.33%
810.01.69620101.0000.0000 - The Puente Club	2,125.99	2,125.99	0.00	0.00%
810.01.69620301.0000.0000 - Women's Soccer Trust	11,851.35	0.00	(11,851.35)	-100.00%
810.01.69620901.0000.0000 - Men's Soccer Trust	1,167.00	1,167.00	0.00	0.00%
810.01.69621301.0000.0000 - All of Us or None Club	1,023.98	0.00	(1,023.98)	-100.00%
810.01.69622701.0000.0000 - The Music Appreciation Club	304.38	304.00	(0.38)	-0.12%

Budget Forecast by Department - Student Clubs & Trusts

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
810.01.69622801.0000.0000 - Art Dept. Trust	16,819.89	6,100.00	(10,719.89)	-63.73%
810.01.69622901.0000.0000 - Performing Arts Club	1,482.84	1,483.00	0.16	0.01%
810.01.69623301.0000.0000 - Media Academy Trust	56.00	56.60	0.60	1.07%
810.01.69623401.0000.0000 - Psych Tech Class of Aug	681.44	681.00	(0.44)	-0.06%
810.01.69624401.0000.0000 - Psych Tech of December	1,355.89	1,355.89	0.00	0.00%
810.01.69624501.0000.0000 - Wolverine's Welding Club	65.41	65.00	(0.41)	-0.63%
810.01.69626001.0000.0000 - SITA	2,985.19	0.00	(2,985.19)	-100.00%
810.01.69626101.0000.0000 - Zero Kelvin	2,390.83	2,190.83	(200.00)	-8.37%
810.01.69626201.0000.0000 - SBCCD Hospitality Vendor Acct.	12,398.24	10,200.00	(2,198.24)	-17.73%
810.01.69626801.0000.0000 - SBVC Dreamers	75.00	0.00	(75.00)	-100.00%
810.01.69626901.0000.0000 - Men's Basketball Trust	12,828.00	5,431.59	(7,396.41)	-57.66%
810.01.69627101.0000.0000 - Writers Block Trust	20.00	20.00	0.00	0.00%
810.01.69627201.0000.0000 - Softball Trust	216.00	216.00	0.00	0.00%
810.01.69627401.0000.0000 - Guardian Scholar's Club	1,000.00	887.55	(112.45)	-11.25%
810.01.69627701.0000.0000 - SCTA - Student California Teachers Association	300.00	0.00	(300.00)	-100.00%
810.01.69628001.0000.0000 - Concert Band Club	500.00	0.00	(500.00)	-100.00%
810.01.69628101.0000.0000 - News/Media Club	500.00	0.00	(500.00)	-100.00%
810.01.69628201.0000.0000 - Gaming Club	730.95	80.95	(650.00)	-88.93%
810.01.69628301.0000.0000 - HACU Club	500.00	0.00	(500.00)	-100.00%
810.01.69628401.0000.0000 - Animal Rights Collective Club	500.00	0.00	(500.00)	-100.00%
810.02.69603502.0000.0000 - A&P Theatre Guild	2,581.21	2,581.21	0.00	0.00%
810.02.69603602.0000.0000 - Alpha Gamma Sigma Club	4,536.00	4,595.74	59.74	1.32%
810.02.69603702.0000.0000 - Anime Manga Club	300.00	300.00	0.00	0.00%
810.02.69603902.0000.0000 - Aquatics Club	715.00	715.18	0.18	0.03%
810.02.69604202.0000.0000 - Beta II Club	1,906.00	1,986.92	80.92	4.25%
810.02.69604302.0000.0000 - Biology Club	1,031.00	1,031.18	0.18	0.02%
810.02.69604602.0000.0000 - CD Center Trust	353.00	352.64	(0.36)	-0.10%
810.02.69604702.0000.0000 - CHC Alumni Association	20.00	20.00	0.00	0.00%

Budget Forecast by Department - Student Clubs & Trusts

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
810.02.69604902.0000.0000 - CHC Silver Anniversary	142.00	142.26	0.26	0.18%
810.02.69605102.0000.0000 - Child Development & Education Club	1,270.00	1,269.99	(0.01)	0.00%
810.02.69605302.0000.0000 - CH Compser's Collective Club	84.00	83.69	(0.31)	-0.37%
810.02.69605602.0000.0000 - CH Arts League Club	1,212.00	1,211.56	(0.44)	-0.04%
810.02.69605702.0000.0000 - Duane Stemple Trust	484.00	484.33	0.33	0.07%
810.02.69605902.0000.0000 - CHC Paramedic Association	836.00	835.70	(0.30)	-0.04%
810.02.69606002.0000.0000 - Fire Safety Trust	1,545.00	1,545.02	0.02	0.00%
810.02.69606102.0000.0000 - Gala Club	53.00	52.93	(0.07)	-0.13%
810.02.69606202.0000.0000 - Health Science Club	89.00	88.85	(0.15)	-0.17%
810.02.69606402.0000.0000 - Information Technology Trust	1,065.00	1,064.86	(0.14)	-0.01%
810.02.69606502.0000.0000 - Jazz Festival	410.00	409.84	(0.16)	-0.04%
810.02.69606602.0000.0000 - Lunafira Club	243.00	243.44	0.44	0.18%
810.02.69606702.0000.0000 - Math Club	1,012.00	933.29	(78.71)	-7.78%
810.02.69606802.0000.0000 - Mecha Club	746.00	745.52	(0.48)	-0.06%
810.02.69607002.0000.0000 - Obsidian Dance Club	800.00	600.00	(200.00)	-25.00%
810.02.69607102.0000.0000 - Paramedic Trust	6,675.00	6,675.00	0.00	0.00%
810.02.69607202.0000.0000 - Phi Beta Lambda	97.00	96.75	(0.25)	-0.26%
810.02.69607302.0000.0000 - Possibilities Club	100.00	100.00	0.00	0.00%
810.02.69607402.0000.0000 - Psychology Club	720.00	720.00	0.00	0.00%
810.02.69607602.0000.0000 - Repeat Course Trust	3,268.00	3,267.50	(0.50)	-0.02%
810.02.69607702.0000.0000 - Sand Canyon Review	1,035.00	1,035.00	0.00	0.00%
810.02.69607802.0000.0000 - Sociology Club	53.00	53.00	0.00	0.00%
810.02.69608002.0000.0000 - S.T.E.M G.I.R.L Club	794.00	794.45	0.45	0.06%
810.02.69608202.0000.0000 - Terrestrial Investigation Trust	864.00	863.64	(0.36)	-0.04%
810.02.69608302.0000.0000 - The Baroque Society	70.00	69.73	(0.27)	-0.39%
810.02.69608402.0000.0000 - Computer Science & Tech. Club	100.00	100.00	0.00	0.00%
810.02.69608502.0000.0000 - The Lighthouse Club	84.00	83.91	(0.09)	-0.11%
810.02.69608802.0000.0000 - Veterans Club	149.00	148.93	(0.07)	-0.05%

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Budget Forecast by Department - Student Clubs & Trusts

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
810.02.69609002.0000.0000 - Walking Tall Club	50.00	50.00	0.00	0.00%
810.02.69609702.0000.0000 - CHC Art Club	918.00	917.50	(0.50)	-0.05%
810.02.69620402.0000.0000 - American Sign Language Club	399.00	398.84	(0.16)	-0.04%
810.02.69626302.0000.0000 - Circle K Club	50.00	50.00	0.00	0.00%
810.02.69626402.0000.0000 - Herbivore Club	304.00	303.50	(0.50)	-0.16%
810.02.69626502.0000.0000 - Metaphysical Explores Club	377.00	48.51	(328.49)	-87.13%
	275,678.85	**217,215.57**	**(58,463.28)**	**-21.21%**
Total	**82,302.85**	**0.00**	**(82,302.85)**	**-7.38%**

Budget Forecast by Department - KVCR

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
390.03.70900403.0000.0000 - Radio	257,309.29	311,154.00	53,844.71	20.93%
390.03.70901603.0000.0000 - KVCR, General	960,000.00	0.00	(960,000.00)	-100.00%
390.03.72000103.0000.0000 - Television	2,527,048.43	1,604,233.16	(922,815.27)	-36.52%
395.03.70900403.3141.0000 - DIST-Legacy Funds - Radio	0.00	106,153.28	106,153.28	100.00%
395.03.70900703.3024.0000 - DIST-CPB Interconn	11,968.78	2,654.00	(9,314.78)	-77.83%
395.03.70900703.3024.0000 - DIST-CPB Interconn-02	0.00	8,737.00	8,737.00	100.00%
395.03.70901603.3142.0000 - DIST-Autism Funds-02	0.00	1,040.00	1,040.00	100.00%
395.03.70902703.2409.0000 - DIST-Regional Shares/Strong Workforce Regional Marketing	50,000.00	0.00	(50,000.00)	-100.00%
395.03.70902703.3106.0000 - DIST-CPB/CSG Grant FY20	642,151.00	400,000.00	(242,151.00)	-37.71%
395.03.70902703.3124.0000 - DIST-Healthy Network Initiative	75,000.00	150,000.00	75,000.00	100.00%
395.03.70902703.3141.0000 - DIST-Legacy Funds - Television	0.00	2,829.84	2,829.84	100.00%
395.03.70903503.3137.0000 - DIST-USSG Grant-01	1,943.00	4,606.00	2,663.00	137.06%
395.35.70900703.3027.0000 - DIST-CPB Interconn	4,536.66	3,242.72	(1,293.94)	-28.52%
395.35.70902703.3116.0000 - DIST-CPB/CSF Grant	7,589.35	7,589.35	0.00	0.00%
395.35.70902703.3119.0000 - DIST-CPB/CSG Grant	67,828.26	67,828.26	0.00	0.00%
395.35.70902703.3120.0000 - DIST-CPB/CSG Grant FY19	138,976.21	0.00	(138,976.21)	-100.00%
395.35.70902803.3121.0000 - DIST-Univ Service Support	2,056.00	2,056.00	0.00	0.00%
	4,746,406.98	**2,672,123.61**	**(2,074,283.37)**	**-43.70%**
Expenditures				
390.03.70900403.0000.0000 - Radio	748,516.25	1,459,635.53	711,119.28	95.00%
390.03.70901603.0000.0000 - KVCR, General	2,295,144.43	720,471.89	(1,574,672.55)	-68.61%
390.03.72000103.0000.0000 - Television	3,025,197.72	2,302,814.68	(722,383.05)	-23.88%
395.03.70900403.3141.0000 - DIST-Legacy Funds - Radio	0.00	106,153.28	106,153.28	100.00%
395.03.70900703.3024.0000 - DIST-CPB Interconn	11,968.78	2,654.00	(9,314.78)	-77.83%
395.03.70900703.3024.0000 - DIST-CPB Interconn-02	0.00	8,737.00	8,737.00	100.00%
395.03.70901603.3142.0000 - DIST-Autism Funds-02	0.00	1,040.00	1,040.00	100.00%
395.03.70902703.2409.0000 - DIST-Regional Shares/Strong Workforce Regional Marketing	50,000.00	0.00	(50,000.00)	-100.00%

Budget Forecast by Department - KVCR

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
395.03.70902703.3106.0000 - DIST-CPB/CSG Grant FY20	642,151.00	400,000.00	(242,151.00)	-37.71%
395.03.70902703.3124.0000 - DIST-Healthy Network Initiative	75,000.00	150,000.00	75,000.00	100.00%
395.03.70902703.3141.0000 - DIST-Legacy Funds - Television	0.00	2,829.84	2,829.84	100.00%
395.03.70903503.3137.0000 - DIST-USSG Grant-01	1,943.00	4,606.00	2,663.00	137.06%
395.35.70900703.3027.0000 - DIST-CPB Interconn	4,536.66	3,242.72	(1,293.94)	-28.52%
395.35.70902703.3116.0000 - DIST-CPB/CSF Grant	7,589.35	7,589.35	0.00	0.00%
395.35.70902703.3119.0000 - DIST-CPB/CSG Grant	67,828.26	67,828.26	0.00	0.00%
395.35.70902703.3120.0000 - DIST-CPB/CSG Grant FY19	138,976.21	0.00	(138,976.21)	-100.00%
395.35.70902803.3121.0000 - DIST-Univ Service Support	2,056.00	2,056.00	0.00	0.00%
	7,070,907.67	**5,239,658.54**	**(1,831,249.13)**	**-25.90%**
Total	**2,324,500.69**	**2,567,534.93**	**243,034.24**	**-33.05%**

Budget Forecast by Department - FNX

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
825.03.70901503.0000.0000 - FNX	3,232,014.06	608,800.00	(2,623,214.06)	-81.16%
	3,232,014.06	**608,800.00**	**(2,623,214.06)**	**-81.16%**
Expenditures				
825.03.70901503.0000.0000 - FNX	3,182,214.03	903,899.76	(2,278,314.27)	-71.60%
	3,182,214.03	**903,899.76**	**(2,278,314.27)**	**-71.60%**
Total	**(49,800.03)**	**295,099.76**	**344,899.79**	**-76.42%**

Budget Forecast by Department - Inland Futures Foundation

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
890.03.70900303.0000.0000 - Inland Futures Foundation	250,000.00	0.00	(250,000.00)	-100.00%
890.03.70901103.0000.0000 - Inland Futures Foundation - TV	0.00	325,000.00	325,000.00	100.00%
890.03.70901203.0000.0000 - Inland Futures Foundation - General	148,000.00	0.00	(148,000.00)	-100.00%
890.03.70903603.0000.0000 - Inland Futures Foundation - Radio	0.00	400,000.00	400,000.00	100.00%
	398,000.00	**725,000.00**	**327,000.00**	**82.16%**
Expenditures				
890.03.70900303.0000.0000 - Inland Futures Foundation	183,234.29	0.00	(183,234.29)	-100.00%
890.03.70901103.0000.0000 - Inland Futures Foundation - TV	0.00	433,393.00	433,393.00	100.00%
890.03.70901203.0000.0000 - Inland Futures Foundation - General	100,567.12	0.00	(100,567.12)	-100.00%
890.03.70903603.0000.0000 - Inland Futures Foundation - Radio	0.00	291,607.00	291,607.00	100.00%
	283,801.41	**725,000.00**	**441,198.59**	**155.46%**
Total	**(114,198.59)**	**0.00**	**114,198.59**	**112.67%**

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
Revenue				
110.00.00000000.0000.0000 - General Program	0.00	0.00	0.00	0.00%
110.01.00000001.0000.0000 - General Program	63,362,069.00	59,821,476.00	(3,540,593.00)	-5.59%
110.01.61900501.2146.0000 - SBVC-Prop 30 EPA Funds	10,501,286.00	10,059,183.00	(442,103.00)	-4.21%
110.01.65701701.0000.0000 - Unrestricted Lottery	1,569,979.00	1,569,053.00	(926.00)	-0.06%
110.02.00000002.0000.0000 - General Program	27,446,893.00	25,910,537.00	(1,536,356.00)	-5.60%
110.02.17010202.3269.0000 - CHC-Contract Education	26,680.00	13,761.00	(12,919.00)	-48.42%
110.02.21330002.0000.0000 - Fire Science - Fire Technology	14,000.00	0.00	(14,000.00)	-100.00%
110.02.64400102.0000.0000 - Student Health Services	7,500.00	7,500.00	0.00	0.00%
110.02.65701702.0000.0000 - Unrestricted Lottery	690,096.00	691,022.00	926.00	0.13%
110.02.65900102.0000.0000 - Administrative Services - Other M&O	4,746.00	4,750.00	4.00	0.08%
110.02.67200702.2146.0000 - CHC-Prop 30 EPA Funds	4,615,003.00	4,430,135.00	(184,868.00)	-4.01%
110.02.69100102.0000.0000 - Bookstore	0.00	0.00	0.00	0.00%
110.02.70100302.3281.0000 - CHC-Redlands USD Contract Education-Contract Ed/Special Projects	50,160.00	54,434.00	4,274.00	8.52%
110.02.71000302.0000.0000 - Administrative Services - Physical Property & Related Acquisitions	50,307.00	51,396.00	1,089.00	2.16%
110.15.73000501.0000.0000 - WIA Carryover	5,716.00	5,716.00	0.00	0.00%
110.25.70100302.3281.0000 - CHC-Redlands USD Contract Education-Contract Ed/Special Projects	293,233.82	212,461.00	(80,772.82)	-27.55%
110.25.73200002.3278.0000 - CHC-PSASB-Contract Education-Student Aid	65,676.64	65,676.64	0.00	0.00%
125.01.07021001.3516.0702 - SBVC-Multi-Media	1,075,848.79	82,619.95	(993,228.84)	-92.32%
125.01.12301001.2193.0000 - SBVC-Certified Nurse Assistant Program	117,500.00	117,500.00	0.00	0.00%
125.01.60100401.3163.6820 - SBVC-Media Academy Contracts	1,955.00	1,955.00	0.00	0.00%
125.01.60100801.3509.1911 - SBVC-Planetarium Income	3,600.00	3,600.00	0.00	0.00%
125.01.60101101.2406.6199 - SBVC-SWP-Positive Incentive Funding	131,872.00	109,440.25	(22,431.75)	-17.01%
125.01.60101101.2457.6199 - SBVC-Perkins Title I-Other Instructional Support Sv	399,634.00	438,333.00	38,699.00	9.68%
125.01.60101101.2543.6199 - SBVC-Strong Workforce-Technical Training Other Instructional Support	655,666.73	559,060.00	(96,606.73)	-14.73%
125.01.60101101.2544.6199 - SBVC-Strong Workforce-Technical Training Other Instuctional Support	1,170,442.71	1,252,668.24	82,225.53	7.03%
125.01.60101101.2545.6199 - SBVC-Strong Workforce-Technical Training Other Instructional Support	1,493,632.00	140,177.41	(1,353,454.59)	-90.61%
125.01.60101101.2553.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	673,199.19	1,018,445.57	345,246.38	51.28%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60101101.2554.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	871,490.92	656,540.49	(214,950.43)	-24.66%
125.01.60101101.2555.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	659,758.00	91,118.08	(568,639.92)	-86.19%
125.01.60101101.3169.0956 - SBVC-Welding Certification Test Revenue	2,460.00	2,460.00	0.00	0.00%
125.01.60101101.3174.0948 - SBVC-State Referee Program	12,000.00	12,000.00	0.00	0.00%
125.01.60101101.3175.6940 - SBVC-Sun Room Catering	25,000.00	10,000.00	(15,000.00)	-60.00%
125.01.60101101.3181.1307 - SBVC-Restaurant Management-Restaurant Management Program	50,000.00	50,000.00	0.00	0.00%
125.01.60101201.1213.1305 - SBVC-Child Development Division Consortium	18,330.00	12,500.00	(5,830.00)	-31.81%
125.01.60101501.2228.4930 - SBVC-Basic Skills-General Studies	466,029.00	466,029.00	0.00	0.00%
125.01.60101501.2285.0000 - SBVC-Economic Development for Distressed Areas	750,000.00	750,000.00	0.00	0.00%
125.01.60101501.2403.6010 - SBVC-Guided Pathways-Office of Instruction	415,058.00	415,058.00	0.00	0.00%
125.01.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	10,729,804.00	10,975,514.00	245,710.00	2.29%
125.01.60103101.2192.6010 - SBVC-California Space Grant	500.00	500.00	0.00	0.00%
125.01.61900701.2167.6199 - SBVC-Mesa Grant	74,515.00	60,000.00	(14,515.00)	-19.48%
125.01.61900701.2180.1230 - SBVC-Enrollment Growth/Nursing Program	171,697.00	171,697.00	0.00	0.00%
125.01.61900701.2435.6499 - SBVC-Middle College High School	100,000.00	100,000.00	0.00	0.00%
125.01.61900701.3152.0614 - SBVC-Digital Media Disciplines Grant-Radio/Television Instruction	46,475.00	28,475.00	(18,000.00)	-38.73%
125.01.62000101.1176.6600 - SBVC-Veterans Education	2,200.00	2,200.00	0.00	0.00%
125.01.63100801.2209.6499 - SBVC-Foster Parent Program	149,396.00	149,396.00	0.00	0.00%
125.01.63100801.2210.4930 - SBVC-Youth Empowerment STR	22,500.00	22,500.00	0.00	0.00%
125.01.63900101.1150.6499 - SBVC-Title IV-Trio	336,234.00	301,110.00	(35,124.00)	-10.45%
125.01.63900101.2214.6390 - SBVC-Student Equity-Student Equity	1,340,863.00	1,340,863.00	0.00	0.00%
125.01.64200101.2202.6420 - SBVC-Disabled Student Programs	756,312.00	672,003.00	(84,309.00)	-11.15%
125.01.64300101.2200.6430 - SBVC-EOPS-CARE Program	109,507.00	109,507.00	0.00	0.00%
125.01.64300101.2201.6430 - SBVC-EOPS	963,980.00	963,980.00	0.00	0.00%
125.01.64400101.2309.6440 - SBVC-Mental Health Support	75,741.84	0.00	(75,741.84)	-100.00%
125.01.64400101.3310.6440 - SBVC-Student Health Fees	540,000.00	560,000.00	20,000.00	3.70%
125.01.64400101.3337.6440 - SBVC-Family Pact Contract	16,000.00	25,000.00	9,000.00	56.25%
125.01.64500101.2232.6320 - SBVC-Matriculation-Matriculation/Student Assessment	3,331,831.00	3,331,831.00	0.00	0.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.64500101.2355.6499 - SBVC-Puente Project	5,658.66	5,658.00	(0.66)	-0.01%
125.01.64600101.1160.6199 - SBVC-Federal College Work Study - Administrative	342,250.00	326,659.00	(15,591.00)	-4.56%
125.01.64600101.2161.6460 - SBVC-SFAA-BFAP Adm Allowance	183,381.00	188,781.00	5,400.00	2.94%
125.01.64600101.2188.6460 - SBVC-Financial Aid Technology	118,325.00	118,325.00	0.00	0.00%
125.01.64700101.1265.6470 - SBVC-Transitional Assistance-Workforce Readiness Job Development/Placement Se	2,062.00	0.00	(2,062.00)	-100.00%
125.01.64700101.1265.6499 - SBVC-Transitional Assistance-Transitional Assistance Miscellaneous Student Servic	110,994.00	109,281.00	(1,713.00)	-1.54%
125.01.64700101.2212.6470 - SBVC-Workability III Grant	142,762.00	142,762.00	0.00	0.00%
125.01.64700101.2266.6470 - SBVC-CalWorks-Workforce Readiness Job Development/Placement Services	666,764.00	666,764.00	0.00	0.00%
125.01.64700101.2266.6499 - SBVC-CalWorks-Workforce Readiness Misc. Student Services	30,717.00	0.00	(30,717.00)	-100.00%
125.01.65900101.2235.4900 - SBVC-Lottery Restricted-General Supplies & Services	0.00	574,785.00	574,785.00	100.00%
125.01.65900101.3304.6950 - SBVC-Parking	224,000.00	224,000.00	0.00	0.00%
125.01.65900101.3311.0000 - SBVC-Accident Fee	41,000.00	41,000.00	0.00	0.00%
125.01.65900101.3314.6999 - SBVC-Student Transportation Fee	240,847.00	225,000.00	(15,847.00)	-6.58%
125.01.65900101.3340.6530 - SBVC-Civic Center Act-Custodial	6,000.00	6,000.00	0.00	0.00%
125.01.65900101.3520.0000 - SBVC-FCC Proceeds	1,514,943.66	756,382.00	(758,561.66)	-50.07%
125.01.65900101.3521.6599 - SBVC-SBCCD College Promise - Admin Services	2,737,435.47	3,820,775.00	1,083,339.53	39.57%
125.01.66000401.2191.4903 - SBVC-Improving Online CTE Pathways	482,180.00	440,280.00	(41,900.00)	-8.69%
125.01.69100101.3519.0000 - SBVC-Bookstore	328,368.00	254,407.76	(73,960.24)	-22.52%
125.01.69200201.2198.0000 - SBVC-Workforce Accelerator Fund 7.0	0.00	25,000.00	25,000.00	100.00%
125.02.60100402.2235.6120 - CHC-Lottery Restricted-Library General	246,980.00	246,980.00	0.00	0.00%
125.02.60101502.2403.6010 - CHC-Guided Pathways	182,153.00	60,718.00	(121,435.00)	-66.67%
125.02.60101502.3190.6010 - CHC-AACU	30,000.00	30,000.00	0.00	0.00%
125.02.60101502.3340.6830 - CHC-Civic Center Act-Media Academy Contracts	6,000.00	6,000.00	0.00	0.00%
125.02.60102502.1213.1305 - CHC-Child Dev Div Consortium	3,750.00	3,750.00	0.00	0.00%
125.02.60102502.2406.6770 - CHC-SWP-Positive Incentive Funding	56,759.00	56,759.00	0.00	0.00%
125.02.60102502.2457.6193 - CHC-Perkins Title I-Vocational Education	166,420.00	182,536.00	16,116.00	9.68%
125.02.60102502.2543.6770 - CHC-Strong Workforce-Administrative Services Logistical Services	498,250.43	194,180.00	(304,070.43)	-61.03%
125.02.60102502.2544.6770 - CHC-Strong Workforce Administrative Services Logistical Services	486,303.00	75,758.04	(410,544.96)	-84.42%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.02.60102502.2545.6770 - CHC-Strong Workforce-Administrative Services Logistical Services	486,303.00	469,370.00	(16,933.00)	-3.48%
125.02.60102502.2553.6470 - CHC-Regional Shares/Strong Workforce Job Dev/Placement Svc	0.00	396,766.90	396,766.90	100.00%
125.02.60102502.2554.0506 - CHC-Regional Shares/Strong Workforce Business Mgmt	0.00	76,870.00	76,870.00	100.00%
125.02.60102502.2554.0516 - CHC-Regional Shares/Strong Workforce Labor/Industrial Relations	0.00	51,188.00	51,188.00	100.00%
125.02.60102502.2554.1201 - CHC-Regional Shares/Strong Workforce Health Occupations	0.00	9,300.00	9,300.00	100.00%
125.02.60102502.2554.6470 - CHC-Regional Shares/Strong Workforce Job Development	0.00	111,648.00	111,648.00	100.00%
125.02.60102502.2555.0708 - CHC-Regional Shares/Strong Workforce-Cloud-Based Netlab	0.00	82,827.22	82,827.22	100.00%
125.02.60102502.2555.6470 - CHC-Regional Shares/Strong Workforce-Workforce Readiness Job Development/Pla	0.00	0.00	0.00	0.00%
125.02.60102502.3305.6820 - CHC-Community Services	50,000.00	0.00	(50,000.00)	-100.00%
125.02.60102502.3312.1210 - CHC-Respiratory Care Test Fee	3,800.00	3,800.00	0.00	0.00%
125.02.61900102.3316.6191 - CHC-Recreation Fee	65,000.00	68,000.00	3,000.00	4.62%
125.02.61900102.3340.6191 - CHC-Civic Center Act-Aquatics Center	185,100.00	186,000.00	900.00	0.49%
125.02.61900802.3172.6199 - CHC-San Manuel	180,000.00	83,500.00	(96,500.00)	-53.61%
125.02.61900802.3195.6199 - CHC-ISEEK	0.00	13,120.00	13,120.00	100.00%
125.02.63900302.2286.6390 - CHC-Student Equity & Achievement	2,169,302.00	2,169,302.00	0.00	0.00%
125.02.64500302.3521.6450 - CHC-SBCCD College Promise	1,176,240.55	1,291,148.00	114,907.45	9.77%
125.02.64500502.1265.6499 - CHC-Transitional Assistance - Misc Stu Svcs	39,493.00	39,494.00	1.00	0.00%
125.02.64500502.2200.6430 - CHC-EOPS-CARE Program	110,284.00	110,284.00	0.00	0.00%
125.02.64500502.2201.6430 - CHC-EOPS	638,294.00	638,294.00	0.00	0.00%
125.02.64500502.2202.6420 - CHC-Disabled Student Programs - DSPS	484,610.00	484,610.00	0.00	0.00%
125.02.64500502.2266.6499 - CHC-Calworks-Student Body Center Fee Student Activities/ Miscellaneous Student S	212,322.00	209,322.00	(3,000.00)	-1.41%
125.02.64500502.3315.6499 - CHC-Assessment Center Revenue	18,250.00	10,000.00	(8,250.00)	-45.21%
125.02.64500602.1160.6199 - CHC-Federal College Work Study - Administrative-Federal College Work Study Admi	140,000.00	139,997.00	(3.00)	0.00%
125.02.64500602.1176.6450 - CHC-Veterans Education	1,500.00	1,500.00	0.00	0.00%
125.02.64500602.2188.6460 - CHC-Financial Aid Technology	90,000.00	50,000.00	(40,000.00)	-44.44%
125.02.64500602.2309.6440 - CHC-Mental Health Support	27,584.40	0.00	(27,584.40)	-100.00%
125.02.64500602.3310.6440 - CHC-Student Health Fees	280,000.00	242,000.00	(38,000.00)	-13.57%
125.02.64500602.3337.6440 - CHC-Family Pact Contract	11,000.00	8,700.00	(2,300.00)	-20.91%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.02.64600102.2161.6460 - CHC-SFAA-BFAP Adm Allowance	51,562.00	51,562.00	0.00	0.00%
125.02.65900102.3241.6199 - CHC-Medical Clearance	8,400.00	7,000.00	(1,400.00)	-16.67%
125.02.65900102.3311.0000 - CHC-Accident Fee	20,000.00	20,000.00	0.00	0.00%
125.02.65900102.3520.0000 - CHC-Program Review	3,029,000.00	130,000.00	(2,899,000.00)	-95.71%
125.02.65900302.3304.6952 - CHC-Parking-Parking Lot Improvements	195,000.00	154,046.00	(40,954.00)	-21.00%
125.02.67900202.3145.6799 - CHC-Copy Revenue	14,500.00	7,000.00	(7,500.00)	-51.72%
125.02.67901002.3189.6799 - CHC-AVID	30,970.00	28,260.00	(2,710.00)	-8.75%
125.02.69100102.3519.0000 - CHC-Bookstore	150,351.00	155,501.55	5,150.55	3.43%
125.02.69600302.3314.6999 - CHC-Student Transportation Fee	120,000.00	120,000.00	0.00	0.00%
125.03.60102903.2457.0000 - DIST-Perkins Title I	34,412.00	32,677.00	(1,735.00)	-5.04%
125.03.61500103.2231.0000 - DIST-Block Grant-Technology Service Academic Information Systems & Technology	188,347.00	188,347.00	0.00	0.00%
125.03.61500703.2261.0000 - DIST-ATPC-Technology Service Academic Information Systems & Technology	1,700,000.00	1,700,000.00	0.00	0.00%
125.03.61910803.3511.0000 - DIST-Fee For Service	400,000.00	400,000.00	0.00	0.00%
125.03.67100103.3515.0000 - DIST-Educational Orientation Program	0.00	6,700.00	6,700.00	100.00%
125.03.67200203.2231.0000 - DIST-Block Grant-Controller	0.00	0.00	0.00	0.00%
125.03.67200203.2284.6720 - DIST-California College Promise	0.00	640,000.00	640,000.00	100.00%
125.03.67300103.2522.0000 - DIST-Classified Professional Development	80,279.00	80,279.00	0.00	0.00%
125.03.67300103.3518.0000 - Schools First Donation/HR	5,000.00	5,000.00	0.00	0.00%
125.03.67600203.2302.0000 - DIST-Equal Employment Opportunity	50,000.00	45,000.00	(5,000.00)	-10.00%
125.03.67800103.3405.0000 - DIST-Institutional Effectiveness Partnership Initiative	0.00	200,000.00	200,000.00	100.00%
125.03.68200103.3305.0000 - DIST-Community Services-01	0.00	10,000.00	10,000.00	100.00%
125.03.68400203.1267.0000 - DIST-TANF Work Study-Professional Development Center	0.00	500,000.00	500,000.00	100.00%
125.03.68400203.2402.0000 - DIST-SWP IE Cyberhub Centers-Round 3	41,400.00	41,400.00	0.00	0.00%
125.03.68400203.2407.0000 - DIST-SWP BIW Curriculum Alignment	25,790.00	25,790.00	0.00	0.00%
125.03.68400203.2429.0000 - DIST-Regional Shares/Strong Workforce	197,000.00	90,000.00	(107,000.00)	-54.31%
125.03.68400203.2495.0000 - DIST-SWP/Cloudbased Netlab-Round 3	384,055.44	150,000.00	(234,055.44)	-60.94%
125.03.68400203.2496.0000 - DIST-SWP Employability/Soft Skills to Create Pathways	72,136.00	69,093.22	(3,042.78)	-4.22%
125.03.68400203.2499.0000 - Prison to Employment Initiative P2E	0.00	298,980.00	298,980.00	100.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.03.68400203.2500.0000 - DIST-ETP #8	0.00	749,005.00	749,005.00	100.00%
125.03.68400203.3408.0000 - DIST-CalCIMA Employment Bridge Programs	15,000.00	12,059.36	(2,940.64)	-19.60%
125.03.68400203.3410.0000 - DIST-County of San Bernardino - Probation	0.00	253,980.00	253,980.00	100.00%
125.03.68400203.3514.0000 - DIST-Indirect Charges	347,310.83	187,626.11	(159,684.72)	-45.98%
125.03.68400603.2485.0000 - DIST-ICT/Digital Media-ICT/Digital Media	200,000.00	200,000.00	0.00	0.00%
125.03.68400703.3453.0000 - DIST-Metro Water/ATTC-Metro Water/ATTC	16,950.00	12,000.00	(4,950.00)	-29.20%
125.03.68401703.1439.0000 - DIST-Cal Mfg Tech Consulting	480,000.00	278,282.79	(201,717.21)	-42.02%
125.03.68402003.3424.0000 - DIST-PDC Local Contracts	148,851.00	10,000.00	(138,851.00)	-93.28%
125.03.68402103.2488.0000 - DIST-Caltrans-Caltrans/Parolee Work Crew 7/16	3,091,872.00	0.00	(3,091,872.00)	-100.00%
125.03.71000303.3517.0000 - DIST-SolaTube Project/DO/SCE	8,118.00	8,118.00	0.00	0.00%
125.15.60100401.3162.6820 - SBVC-Media Academy Contracts	2,681.51	2,681.51	0.00	0.00%
125.15.60100401.3182.1004 - SBVC-Music Department Donations	1,986.00	1,986.00	0.00	0.00%
125.15.60101101.2276.6199 - SBVC-Prop 39 Region F Colleges	428.37	428.37	0.00	0.00%
125.15.60101101.2490.6010 - SBVC-CTE Data Unlocked Initiative-01	35,128.35	14,903.00	(20,225.35)	-57.58%
125.15.60101101.3169.0956 - SBVC-Welding Certification Test Revenue	0.00	0.00	0.00	0.00%
125.15.60101101.3175.6940 - SBVC-Sun Room Catering	3,719.13	0.00	(3,719.13)	-100.00%
125.15.60101101.3181.1307 - SBVC-Restaurant Management-Restaurant Management Program	181,909.81	170,000.00	(11,909.81)	-6.55%
125.15.60101201.2184.2201 - SBVC-AB798 Textbook Affordability Program-Social Science General	25,925.00	25,434.83	(490.17)	-1.89%
125.15.60101501.2228.6010 - SBVC-Basic Skills - Academic Administration	335,504.51	292,358.86	(43,145.65)	-12.86%
125.15.60101501.2403.6010 - SBVC-Guided Pathways-Office of Instruction	729,962.00	1,112,058.00	382,096.00	52.34%
125.15.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	1,085,506.51	678,000.00	(407,506.51)	-37.54%
125.15.61900701.1153.1901 - SBVC-Success in STEM at HSI	259,412.51	189,764.00	(69,648.51)	-26.85%
125.15.61900701.2166.6199 - SBVC-Zero Textbook Cost Degree	2,000.00	1,500.00	(500.00)	-25.00%
125.15.61900701.2498.6199 - SBVC-Veterans Resource Center Grant	198,675.00	198,675.00	0.00	0.00%
125.15.61900701.2502.6750 - SBVC-Staff Development	42.40	42.40	0.00	0.00%
125.15.61900701.3152.0614 - SBVC-Digital Media Disciplines Grant-Radio/Television Instruction	73,881.69	37,208.00	(36,673.69)	-49.64%
125.15.62000101.1176.6600 - SBVC-Veterans Education-01	4,804.49	1,467.49	(3,337.00)	-69.46%
125.15.62000101.2187.6480 - SBVC-Veterans Resource Center	121,748.88	125,000.00	3,251.12	2.67%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.15.63900101.1150.6499 - SBVC-Title IV-Trio	52,264.23	35,000.00	(17,264.23)	-33.03%
125.15.63900101.2185.6460 - SBVC-Dreamer Students	24,065.00	24,065.00	0.00	0.00%
125.15.63900101.2214.6390 - SBVC-Student Equity-Student Equity	626,743.43	727,212.45	100,469.02	16.03%
125.15.64400101.3310.6440 - SBVC-Student Health Fees	156,030.88	200,000.00	43,969.12	28.18%
125.15.64400101.3337.6440 - SBVC-Family Pact Contract	59,419.42	60,000.00	580.58	0.98%
125.15.64500101.2232.6320 - SBVC-Matriculation-Matriculation	897,370.68	897,371.00	0.32	0.00%
125.15.64500201.2165.6450 - SBVC-Hunger Free Campus Support	100,656.02	93,037.00	(7,619.02)	-7.57%
125.15.64600101.2188.6460 - SBVC-Financial Aid Technology	0.00	100,000.00	100,000.00	100.00%
125.15.65900101.3277.6770 - SBVC-Rialto USD-General Supplies & Services	55,607.99	55,303.00	(304.99)	-0.55%
125.15.65900101.3279.6770 - SBVC-SBCUSD Contract Ed/MCHS-General Supplies & Services	13,835.43	13,503.00	(332.43)	-2.40%
125.15.65900101.3280.6770 - SBVC-Rialto USD Contract Education-General Supplies & Services	6,042.56	6,042.56	0.00	0.00%
125.15.65900101.3304.6950 - SBVC-Parking	163,210.84	150,000.00	(13,210.84)	-8.09%
125.15.65900101.3314.6999 - SBVC-Student Transportation Fee	41,012.00	0.00	(41,012.00)	-100.00%
125.15.65900101.3340.6530 - SBVC-Civic Center Act-Custodial	80,274.14	60,000.00	(20,274.14)	-25.26%
125.15.66000301.2404.6600 - SBVC-Campus Safety & Sexual Assault	21,773.00	21,773.00	0.00	0.00%
125.25.07021002.3516.0702 - CHC-Multi-Media	526,699.19	526,699.19	0.00	0.00%
125.25.60101502.2403.6010 - CHC-Guided Pathways	238,844.45	240,984.00	2,139.55	0.90%
125.25.60101502.3190.6010 - CHC-AACU	0.00	30,000.00	30,000.00	100.00%
125.25.60101502.3269.1701 - CHC-Contract Education	91,276.01	80,000.00	(11,276.01)	-12.35%
125.25.60101502.3340.6830 - CHC-Civic Center Act	29,792.74	50,000.00	20,207.26	67.83%
125.25.60101502.3405.6600 - CHC-Institutional Effectiveness Partnership Initiative	148,203.14	90,000.00	(58,203.14)	-39.27%
125.25.60102502.2490.6010 - CHC-CTE Data Unlocked Initiative	12,346.15	12,346.15	0.00	0.00%
125.25.60102502.2543.6770 - CHC-Strong Workforce Administrative Services & Logistical Services	498,250.43	0.00	(498,250.43)	-100.00%
125.25.60102502.3305.6820 - CHC-Community Services	11,492.21	11,492.21	0.00	0.00%
125.25.60102502.3312.1210 - CHC-Respiratory Care Test Fee	320.00	4,582.00	4,262.00	1,331.88%
125.25.61900102.3316.6191 - CHC-Recreation Fee	22,505.51	31,640.00	9,134.49	40.59%
125.25.61900102.3340.6191 - CHC-Aquatics Center	76,373.74	76,466.00	92.26	0.12%
125.25.61900602.2502.6750 - CHC-Staff Development	205.73	205.73	0.00	0.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.25.62000102.1176.6450 - CHC-Veterans Education	1,220.10	1,220.00	(0.10)	-0.01%
125.25.63900502.2286.6600 - CHC-Student Equity & Achievement-Instruction	0.00	347,000.00	347,000.00	100.00%
125.25.64300102.2165.6450 - CHC-Hunger Free Campus Support	34,384.34	15,598.00	(18,786.34)	-54.64%
125.25.64500502.3264.6499 - CHC-Educational Planning Initiative	70,097.27	70,097.00	(0.27)	0.00%
125.25.64500502.3315.6499 - CHC-Assessment Center Revenue	31,821.96	31,821.96	0.00	0.00%
125.25.64500602.2187.6480 - CHC-Veteran's Resource Center	10,963.34	10,858.96	(104.38)	-0.95%
125.25.64500602.2188.6460 - CHC-Financial Aid Technology	0.00	124,971.00	124,971.00	100.00%
125.25.64500602.2498.6480 - CHC-Veterans Resource Center Grant	78,144.17	45,000.00	(33,144.17)	-42.41%
125.25.64500602.3186.6440 - CHC-Truth Initiative Tobacco Free Campus	5,634.17	5,000.00	(634.17)	-11.26%
125.25.64500602.3310.6440 - CHC-Student Health Fees	82,000.79	82,001.33	0.54	0.00%
125.25.64500602.3337.6440 - CHC-Family Pact Contract	37,840.96	37,841.00	0.04	0.00%
125.25.64600102.2185.6460 - CHC-Dreamer Students	13,525.00	13,525.00	0.00	0.00%
125.25.65900102.2404.6600 - CHC-Campus Safety & Sexual Assault	14,776.00	14,776.00	0.00	0.00%
125.25.65900102.3241.6199 - CHC-Medical Clearance	1,590.24	0.00	(1,590.24)	-100.00%
125.25.65900302.3304.6599 - CHC-Parking	0.00	50,000.00	50,000.00	100.00%
125.25.67900202.2216.6780 - CHC-Telecommunications Technology	4,139.90	4,139.90	0.00	0.00%
125.25.67900202.3145.6799 - CHC-Copy Revenue	18,456.24	26,082.00	7,625.76	41.32%
125.31.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	292,405.31	800,000.00	507,594.69	173.59%
125.31.64600101.2161.6460 - SBVC-SFAA-BFAP Adm Allowance	362,205.00	362,205.00	0.00	0.00%
125.32.64500602.2161.6460 - CHC-SFAA-BFAP Adm Allowance	172,584.00	172,584.00	0.00	0.00%
125.35.61500203.2236.0000 - DIST-3C Media Solutions	3,572.48	6,422.93	2,850.45	79.79%
125.35.67200203.2230.0000 - DIST-Instructional Equipment	96,005.49	96,005.49	0.00	0.00%
125.35.67600203.2302.0000 - DIST-Equal Employment Opportunity	71,777.49	54,000.00	(17,777.49)	-24.77%
125.35.67800203.2216.0000 - DIST-Telecommunications Technology	1,501.27	1,501.27	0.00	0.00%
125.35.68400203.1267.0000 - DIST-TANF Work Study-Professional Development Center	1,902,349.45	0.00	(1,902,349.45)	-100.00%
125.35.68400203.2285.0000 - DIST-Economic Development for Distressed Areas	0.00	125,000.00	125,000.00	100.00%
125.35.68400203.2402.0000 - DIST-SWP IE Cyberhub Centers-Round 4	95,900.00	87,045.00	(8,855.00)	-9.23%
125.35.68400203.2418.0000 - DIST-Riverside County Regional Training	181.31	181.31	0.00	0.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.35.68400203.2495.0000 - DIST-SWP/Cloudbased Netlab-Round 2	173,723.33	0.00	(173,723.33)	-100.00%
125.35.68400203.2496.0000 - DIST-SWP Employabilty/Soft Skills to Create Pathways	25,666.08	16,720.00	(8,946.08)	-34.86%
125.35.68400203.3197.0000 - DIST-Academy for Dynamic Leadership	0.00	27,119.58	27,119.58	100.00%
125.35.68400203.3401.0000 - DIST-Annenberg Foundation	0.00	770.19	770.19	100.00%
125.35.68400603.2485.0000 - DIST-ICT/Digital Media-01	64,628.12	100,000.00	35,371.88	54.73%
125.35.68401403.2456.0000 - DIST-ETP #5-02	0.00	0.00	0.00	0.00%
125.35.68401403.2497.0000 - DIST-ETP #7	1,200,547.77	0.00	(1,200,547.77)	-100.00%
125.35.68401703.1439.0000 - DIST-Cal Mfg Tech Consulting	480,000.00	44,762.00	(435,238.00)	-90.67%
125.35.68402003.3424.0000 - DIST-PDC Local Contracts	0.00	22,847.00	22,847.00	100.00%
125.35.68402103.2488.0000 - DIST-Caltrans-Caltrans/Parolee Work Crew 7/16	0.00	1,348,579.40	1,348,579.40	100.00%
215.00.00000000.0000.0000 - General Program	48,250,000.00	48,250,000.00	0.00	0.00%
335.01.69200101.2203.0000 - SBVC-Child Care Food Program 01	1,293,094.00	1,293,094.00	0.00	0.00%
335.01.69200201.1207.0000 - SBVC-Child Development Center 01	234,827.00	234,827.00	0.00	0.00%
335.01.69200301.2205.0000 - SBVC-State Preschool Grant	1,948,936.00	1,948,936.00	0.00	0.00%
335.02.69200102.1207.0000 - CHC-Child Care Food Program	7,500.00	7,500.00	0.00	0.00%
335.02.69200202.0000.0000 - CHC-CDC Quality Start San Bndo	15,291.70	35,291.00	19,999.30	130.79%
335.02.69200202.2203.0000 - CHC-Child Development	186,000.00	190,000.00	4,000.00	2.15%
335.02.69200202.2245.0000 - CHC-Child Development Parent Fees	140,000.00	140,000.00	0.00	0.00%
390.03.70900403.0000.0000 - Radio	257,309.29	311,154.00	53,844.71	20.93%
390.03.70901603.0000.0000 - KVCR, General	960,000.00	0.00	(960,000.00)	-100.00%
390.03.72000103.0000.0000 - Television	2,527,048.43	1,604,233.16	(922,815.27)	-36.52%
395.03.70900403.3141.0000 - DIST-Legacy Funds - Radio	0.00	106,153.28	106,153.28	100.00%
395.03.70900703.3024.0000 - DIST-CPB Interconn	11,968.78	2,654.00	(9,314.78)	-77.83%
395.03.70900703.3024.0000 - DIST-CPB Interconn-02	0.00	8,737.00	8,737.00	100.00%
395.03.70901603.3142.0000 - DIST-Autism Funds-02	0.00	1,040.00	1,040.00	100.00%
395.03.70902703.2409.0000 - DIST-Regional Shares/Strong Workforce Regional Marketing	50,000.00	0.00	(50,000.00)	-100.00%
395.03.70902703.3106.0000 - DIST-CPB/CSG Grant FY20	642,151.00	400,000.00	(242,151.00)	-37.71%
395.03.70902703.3124.0000 - DIST-Healthy Network Initiative	75,000.00	150,000.00	75,000.00	100.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
395.03.70902703.3141.0000 - DIST-Legacy Funds - Television	0.00	2,829.84	2,829.84	100.00%
395.03.70903503.3137.0000 - DIST-USSG Grant-01	1,943.00	4,606.00	2,663.00	137.06%
395.35.70900703.3027.0000 - DIST-CPB Interconn	4,536.66	3,242.72	(1,293.94)	-28.52%
395.35.70902703.3116.0000 - DIST-CPB/CSF Grant	7,589.35	7,589.35	0.00	0.00%
395.35.70902703.3119.0000 - DIST-CPB/CSG Grant	67,828.26	67,828.26	0.00	0.00%
395.35.70902703.3120.0000 - DIST-CPB/CSG Grant FY19	138,976.21	0.00	(138,976.21)	-100.00%
395.35.70902803.3121.0000 - DIST-Univ Service Support	2,056.00	2,056.00	0.00	0.00%
410.03.67200203.0000.0000 - Capital Outlay	150,000.00	162,250.00	12,250.00	8.17%
410.03.71004803.0000.0000 - Buildings	1,325,000.00	1,475,000.00	150,000.00	11.32%
415.01.71004801.3601.0000 - SBVC Technical Building Replacement-State Funds	1,040,000.00	1,273,000.00	233,000.00	22.40%
415.03.71000403.1194.0000 - Public Works & Economic Development Facilities Pgm	0.00	600,000.00	600,000.00	100.00%
415.35.71001003.2260.0000 - DIST-Prop 39 Clean Energy Funding	50,300.59	48,250.59	(2,050.00)	-4.08%
435.03.71001503.3257.0000 - DIST-Measure M-01	39,900.00	0.00	(39,900.00)	-100.00%
445.03.71010103.0000.0000 - Measure CC Program Support DSS	300,000,000.00	200,000.00	(299,800,000.00)	-99.93%
520.01.69400201.0000.0000 - Cafeteria	599,766.00	300,000.00	(299,766.00)	-49.98%
590.03.67200203.0000.0000 - Investment Properties	150,000.00	0.00	(150,000.00)	-100.00%
590.03.70903803.0000.0000 - DIST-550 E. Hospitality Lane	1,348,330.00	1,445,860.00	97,530.00	7.23%
590.03.70903903.0000.0000 - DIST-560 E. Hospitality Lane	1,360,208.00	1,404,147.00	43,939.00	3.23%
590.03.70904003.0000.0000 - DIST-658 E. Brier Drive	1,914,428.00	1,879,698.00	(34,730.00)	-1.81%
615.03.67701703.3390.0000 - DIST-Self-Insurance Program - Logistical Services	1,480,000.00	1,630,000.00	150,000.00	10.14%
620.03.67701803.0000.0000 - Insurance - Logistical Services	565,000.00	595,660.00	30,660.00	5.43%
690.03.59000103.0000.0000 - Employee Benefits - Instructional Staff Retiree	75,000.00	94,603.00	19,603.00	26.14%
690.03.67400103.0000.0000 - Employee Benefits - Non-Instructional Retiree	175,200.00	148,531.00	(26,669.00)	-15.22%
710.01.69602601.0000.0000 - Associated Students	73,000.00	74,000.00	1,000.00	1.37%
710.02.69602602.0000.0000 - Associated Students	51,550.00	43,050.00	(8,500.00)	-16.49%
720.01.69602701.0000.0000 - Student Representation Fee	65,000.00	55,000.00	(10,000.00)	-15.38%
720.02.69602702.0000.0000 - Student Representation Fee	13,500.00	14,000.00	500.00	3.70%
730.01.69603301.3306.0000 - SBVC-Student Body Center Fee	205,800.00	207,533.00	1,733.00	0.84%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
730.02.64901702.3306.0000 - CHC-Student Body Center Fee	97,767.00	104,895.98	7,128.98	7.29%
745.01.64500201.0000.0000 - Student Financial Aid	22,306,929.00	23,362,974.00	1,056,045.00	4.73%
745.02.64600102.0000.0000 - Student Financial Aid	5,164,408.00	4,366,486.00	(797,922.00)	-15.45%
755.01.69602901.0000.0000 - Scholarship and Loan	219,718.55	150,289.00	(69,429.55)	-31.60%
755.01.69627601.0000.0000 - Psychiatric Technician Scholarship	1,246.00	845.51	(400.49)	-32.14%
755.02.69602902.0000.0000 - Scholarship and Loan	63,287.00	198,291.00	135,004.00	213.32%
765.03.00000003.0000.0000 - OPEB Investment Trust Fund	0.00	0.00	0.00	0.00%
775.03.00000003.0000.0000 - PARS Investment Trust Fund	12,750,000.00	3,750,000.00	(9,000,000.00)	-70.59%
810.01.69603401.0000.0000 - Student Clubs and Trusts	155,836.00	180,145.16	24,309.16	15.60%
810.02.69603502.0000.0000 - A&P Theatre Guild	2,581.00	2,581.21	0.21	0.01%
810.02.69603602.0000.0000 - Alpha Gamma Sigma Club	4,536.00	4,595.74	59.74	1.32%
810.02.69603702.0000.0000 - Anime Manga Club	300.00	300.00	0.00	0.00%
810.02.69603902.0000.0000 - Aquatics Club	715.00	715.18	0.18	0.03%
810.02.69604202.0000.0000 - Beta II Club	1,906.00	1,986.92	80.92	4.25%
810.02.69604302.0000.0000 - Biology Club	1,031.00	1,031.18	0.18	0.02%
810.02.69604602.0000.0000 - CD Center Trust	353.00	352.64	(0.36)	-0.10%
810.02.69604702.0000.0000 - CHC Alumni Association	20.00	20.00	0.00	0.00%
810.02.69604902.0000.0000 - CHC Silver Anniversary	142.00	142.26	0.26	0.18%
810.02.69605102.0000.0000 - Child Development & Education Club	1,270.00	1,269.99	(0.01)	0.00%
810.02.69605302.0000.0000 - CH Compser's Collective Club	84.00	83.69	(0.31)	-0.37%
810.02.69605602.0000.0000 - CH Arts League Club	1,212.00	1,211.56	(0.44)	-0.04%
810.02.69605702.0000.0000 - Duane Stemple Trust	484.00	484.33	0.33	0.07%
810.02.69605902.0000.0000 - CHC Paramedic Association	836.00	835.70	(0.30)	-0.04%
810.02.69606002.0000.0000 - Fire Safety Trust	1,545.00	1,545.02	0.02	0.00%
810.02.69606102.0000.0000 - Gala Club	53.00	52.93	(0.07)	-0.13%
810.02.69606202.0000.0000 - Health Science Club	89.00	88.85	(0.15)	-0.17%
810.02.69606402.0000.0000 - Information Technology Trust	1,065.00	1,064.86	(0.14)	-0.01%
810.02.69606502.0000.0000 - Jazz Festival	410.00	409.84	(0.16)	-0.04%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
810.02.69606602.0000.0000 - Lunafira Club	243.00	243.44	0.44	0.18%
810.02.69606702.0000.0000 - Math Club	1,012.00	933.29	(78.71)	-7.78%
810.02.69606802.0000.0000 - Mecha Club	746.00	745.52	(0.48)	-0.06%
810.02.69607002.0000.0000 - Obsidian Dance Club	800.00	600.00	(200.00)	-25.00%
810.02.69607102.0000.0000 - Paramedic Trust	6,675.00	6,675.00	0.00	0.00%
810.02.69607202.0000.0000 - Phi Beta Lambda	97.00	96.75	(0.25)	-0.26%
810.02.69607302.0000.0000 - Possibilities Club	100.00	100.00	0.00	0.00%
810.02.69607402.0000.0000 - Psychology Club	720.00	720.00	0.00	0.00%
810.02.69607602.0000.0000 - Repeat Course Trust	3,268.00	3,267.50	(0.50)	-0.02%
810.02.69607702.0000.0000 - Sand Canyon Review	1,035.00	1,035.00	0.00	0.00%
810.02.69607802.0000.0000 - Sociology Club	53.00	53.00	0.00	0.00%
810.02.69608002.0000.0000 - S.T.E.M G.I.R.L Club	794.00	794.45	0.45	0.06%
810.02.69608202.0000.0000 - Terrestrial Investigation Trust	864.00	863.64	(0.36)	-0.04%
810.02.69608302.0000.0000 - The Baroque Society	70.00	69.73	(0.27)	-0.39%
810.02.69608402.0000.0000 - Computer Science & Tech. Club	100.00	100.00	0.00	0.00%
810.02.69608502.0000.0000 - The Lighthouse Club	84.00	83.91	(0.09)	-0.11%
810.02.69608802.0000.0000 - Veterans Club	149.00	148.93	(0.07)	-0.05%
810.02.69609002.0000.0000 - Walking Tall Club	50.00	50.00	0.00	0.00%
810.02.69609702.0000.0000 - CHC Art Club	918.00	917.50	(0.50)	-0.05%
810.02.69620402.0000.0000 - American Sign Language Club	399.00	398.84	(0.16)	-0.04%
810.02.69626302.0000.0000 - Circle K Club	50.00	50.00	0.00	0.00%
810.02.69626402.0000.0000 - Herbivore Club	304.00	303.50	(0.50)	-0.16%
810.02.69626502.0000.0000 - Metaphysical Explores Club	377.00	48.51	(328.49)	-87.13%
825.03.70901503.0000.0000 - FNX	3,232,014.06	608,800.00	(2,623,214.06)	-81.16%
890.03.70900303.0000.0000 - Inland Futures Foundation	250,000.00	0.00	(250,000.00)	-100.00%
890.03.70901103.0000.0000 - Inland Futures Foundation - TV	0.00	325,000.00	325,000.00	100.00%
890.03.70901203.0000.0000 - Inland Futures Foundation - General	148,000.00	0.00	(148,000.00)	-100.00%
890.03.70903603.0000.0000 - Inland Futures Foundation - Radio	0.00	400,000.00	400,000.00	100.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
	587,090,424.62	**261,000,526.91**	**(326,089,897.71)**	**-55.54%**
Expenditures				
110.00.00000000.0000.0000 - General Program	420,462.00	0.00	(420,462.00)	-100.00%
110.01.02010001.0000.0000 - Architecture Department	151,379.21	446.00	(150,933.21)	-99.71%
110.01.04010001.0000.0000 - Biology, General	565,194.87	154,224.93	(410,969.94)	-72.71%
110.01.04010101.0000.0000 - Microbiology Biology General	101,918.15	90,562.65	(11,355.51)	-11.14%
110.01.04030001.0000.0000 - Microbiology - Microbiology	100,230.69	100,560.52	329.83	0.33%
110.01.04100001.0000.0000 - Biology Department - Anatomy And Physiology	505,350.91	511,046.07	5,695.16	1.13%
110.01.05010001.0000.0000 - Business Division - Business And Commerce, General	22,610.00	6,629.00	(15,981.00)	-70.68%
110.01.05020001.0000.0000 - Accounting	297,047.70	296,846.70	(201.00)	-0.07%
110.01.05040001.0000.0000 - Business Admin, Finance, Ins	276,152.48	263,914.26	(12,238.22)	-4.43%
110.01.05140001.0000.0000 - Computer Info Tech	731,964.96	581,811.09	(150,153.87)	-20.51%
110.01.06040001.0000.0000 - Radio/Television Instruction	140,928.68	130,114.99	(10,813.69)	-7.67%
110.01.07010001.0000.0000 - Computer Science Department	21,493.00	3,557.00	(17,936.00)	-83.45%
110.01.07990001.0000.0000 - Geographic Information Svcs	100.00	100.00	0.00	0.00%
110.01.08350001.0000.0000 - P.E - Physical Education	1,103,719.31	1,078,246.79	(25,472.52)	-2.31%
110.01.08350101.0000.0000 - Mens Athletics - Physical Education	303,067.00	311,072.00	8,005.00	2.64%
110.01.08352001.0000.0000 - Athletic Trainer - Physical Education	133,398.39	139,820.06	6,421.67	4.81%
110.01.09010001.0000.0000 - Technical Training Division - Engineering	41,985.70	48,914.27	6,928.57	16.50%
110.01.09340001.0000.0000 - Electronics Department	208,328.57	220,483.76	12,155.19	5.83%
110.01.09460001.0000.0000 - Refrigeration	121,127.61	128,567.64	7,440.03	6.14%
110.01.09470001.0000.0000 - Diesel Dept	126,921.69	131,899.31	4,977.62	3.92%
110.01.09480101.0000.0000 - Automotive Department	640,433.15	682,800.79	42,367.64	6.62%
110.01.09500001.0000.0000 - Aeronautics Department - Main	203,292.20	192,601.48	(10,690.71)	-5.26%
110.01.09563001.0000.0000 - Machine Shop Department	139,813.58	142,478.90	2,665.32	1.91%
110.01.09565001.0000.0000 - Welding	252,830.42	266,660.85	13,830.43	5.47%
110.01.09580001.0000.0000 - Water Supply Technology	311,613.41	174,316.53	(137,296.88)	-44.06%
110.01.09990101.0000.0000 - Technical Training Division - Other Engineering & Related Industrial Technologies	163,787.88	167,239.13	3,451.25	2.11%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.01.10020001.0000.0000 - Art Department	554,411.92	551,667.53	(2,744.39)	-0.50%
110.01.10040001.0000.0000 - Music Department	172,669.47	183,187.14	10,517.67	6.09%
110.01.10070001.0000.0000 - Drama Department - Dramatic Arts	159,393.78	160,355.40	961.62	0.60%
110.01.10080001.0000.0000 - Dance Department	1,900.00	1,900.00	0.00	0.00%
110.01.11010001.0000.0000 - Modern Languages	680,765.67	665,328.00	(15,437.67)	-2.27%
110.01.12210001.0000.0000 - Pharmacy Technology	4,714.00	4,714.00	0.00	0.00%
110.01.12301101.0000.0000 - Registered Nursing Program	1,206,099.71	913,483.27	(292,616.44)	-24.26%
110.01.12390001.0000.0000 - Psychiatric Tech	450,528.35	189,071.62	(261,456.72)	-58.03%
110.01.12600001.0000.0000 - Allied Health Department - Health Professions, Transfer Core Curriculum	4,556.00	4,556.00	0.00	0.00%
110.01.13050101.0000.0000 - Child Development/Early Care And Education	428,585.80	425,708.63	(2,877.17)	-0.67%
110.01.13070001.0000.0000 - Restaurant Management Program	277,906.27	279,560.00	1,653.73	0.60%
110.01.15010001.0000.0000 - English Department	2,329,432.54	2,147,049.71	(182,382.83)	-7.83%
110.01.15060001.0000.0000 - Speech Department	576,347.60	409,673.19	(166,674.41)	-28.92%
110.01.15090001.0000.0000 - Philosophy	252,385.73	256,005.21	3,619.48	1.43%
110.01.17010001.0000.0000 - Mathematics Department	2,094,788.82	2,257,383.23	162,594.41	7.76%
110.01.17990101.0000.0000 - Math & Science	38,525.00	42,361.00	3,836.00	9.96%
110.01.19010001.0000.0000 - Science Division-General	15,431.00	15,602.00	171.00	1.11%
110.01.19020001.0000.0000 - Physics Department	185,399.54	258,065.71	72,666.17	39.19%
110.01.19050001.0000.0000 - Chemistry Department	750,659.93	741,015.59	(9,644.34)	-1.28%
110.01.19140001.0000.0000 - Geology Department	108,588.08	110,218.60	1,630.52	1.50%
110.01.20010001.0000.0000 - Psychology	259,114.53	260,992.52	1,877.99	0.72%
110.01.21050001.0000.0000 - Administration Of Justice	104,035.08	105,659.14	1,624.07	1.56%
110.01.22010001.0000.0000 - Social Science, General	6,215.00	8,169.00	1,954.00	31.44%
110.01.22020001.0000.0000 - Anthropology	145,705.93	147,798.08	2,092.15	1.44%
110.01.22040001.0000.0000 - Ecomomics	252,437.30	254,402.99	1,965.70	0.78%
110.01.22050001.0000.0000 - History	595,557.67	596,548.27	990.60	0.17%
110.01.22060001.0000.0000 - Geography Department	195,429.90	167,621.00	(27,808.91)	-14.23%
110.01.22070001.0000.0000 - Political Science	115,880.91	116,629.79	748.88	0.65%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.01.22080001.0000.0000 - Sociology	253,489.30	255,901.24	2,411.94	0.95%
110.01.22990101.0000.0000 - Human Services Department	263,857.31	266,518.47	2,661.16	1.01%
110.01.49300101.0000.0000 - Office Of Instruction - Adjuncts	11,361,235.52	12,789,382.97	1,428,147.45	12.57%
110.01.49300901.0000.0000 - Tutorial Center	206,496.06	226,851.66	20,355.59	9.86%
110.01.49301001.0000.0000 - Counseling - General Studies	24,788.04	25,059.34	271.31	1.09%
110.01.49303001.0000.0000 - Disabled Student Prog/Services - General Studies	139,299.22	108,632.38	(30,666.84)	-22.02%
110.01.49307001.0000.0000 - Reading Program	527,265.63	531,854.55	4,588.92	0.87%
110.01.60100101.0000.0000 - P.E - Academic Administration	126,186.85	106,819.03	(19,367.82)	-15.35%
110.01.60100201.0000.0000 - Business Division - Academic Administration	76,244.97	101,362.38	25,117.41	32.94%
110.01.60100301.0000.0000 - Arts And Lectures	19,762.00	19,762.00	0.00	0.00%
110.01.60100401.0000.0000 - Humanities Division	404,365.99	409,752.56	5,386.57	1.33%
110.01.60100501.0000.0000 - Mathematics Division - Academic Administration	288,833.93	296,751.00	7,917.08	2.74%
110.01.60100701.0000.0000 - Science Division - Academic Administration	381,776.90	391,442.84	9,665.94	2.53%
110.01.60100801.0000.0000 - Registered Nursing Program - Academic Administration	101,937.60	74,808.37	(27,129.24)	-26.61%
110.01.60100901.0000.0000 - Allied Health Department - Academic Administration	100,863.52	101,523.93	660.41	0.65%
110.01.60101001.0000.0000 - Psychiatric Tech - Academic Administration	18,582.05	18,702.09	120.04	0.65%
110.01.60101101.0000.0000 - Technical Training Division - Academic Administration	294,486.20	302,016.03	7,529.82	2.56%
110.01.60101201.0000.0000 - Social Science, General - Academic Administration	278,539.51	282,833.58	4,294.08	1.54%
110.01.60101301.0000.0000 - Sheriff'S Academy - Academic Administration	808,209.21	804,388.09	(3,821.12)	-0.47%
110.01.60101401.0000.0000 - Extended Academy - Academic Administration	200,228.00	216,738.00	16,510.00	8.25%
110.01.60101501.0000.0000 - Office Of Instruction	1,203,745.80	1,186,660.36	(17,085.44)	-1.42%
110.01.60101601.0000.0000 - Off-Campus Programs	68,326.00	68,326.00	0.00	0.00%
110.01.60101701.0000.0000 - Weekend College	3,995.00	3,995.00	0.00	0.00%
110.01.60101901.0000.0000 - Honors Program	6,190.00	6,190.00	0.00	0.00%
110.01.60103901.0000.0000 - Art Gallery	1,000.00	1,000.00	0.00	0.00%
110.01.60200101.0000.0000 - Diesel Dept - Course And Curriculum Development	4,909.00	0.00	(4,909.00)	-100.00%
110.01.60300101.0000.0000 - Academic Senate	10,801.00	10,801.00	0.00	0.00%
110.01.60900101.0000.0000 - Reassigned Time-SBVC	1,951,269.24	1,849,645.77	(101,623.47)	-5.21%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.01.60900201.0000.0000 - Accreditation	27,150.00	27,150.00	0.00	0.00%
110.01.61100101.0000.0000 - Library - Learning Center	208,159.82	209,544.80	1,384.98	0.67%
110.01.61200101.0000.0000 - Library	1,209,397.86	1,256,888.91	47,491.05	3.93%
110.01.61500101.0000.0000 - Technology Service - Acad Info Systems & Tech	1,389,494.35	1,431,778.38	42,284.03	3.04%
110.01.61900201.0000.0000 - Tutorial Center	333,838.17	513,089.47	179,251.31	53.69%
110.01.61900401.0000.0000 - Grants - Other Instructional Support Sv	123,021.22	129,435.67	6,414.45	5.21%
110.01.61900701.0000.0000 - Planning And Research	359,417.98	361,798.19	2,380.21	0.66%
110.01.61900801.0000.0000 - Resource Development	378,652.36	305,363.09	(73,289.27)	-19.36%
110.01.61912101.0000.0000 - Academic Success/Learning Svcs	571,338.44	539,544.66	(31,793.78)	-5.56%
110.01.61912201.0000.0000 - Humanities Division - Distance Education	0.00	2,000.00	2,000.00	100.00%
110.01.62000101.0000.0000 - Admissions & Records	1,561,944.43	1,433,367.71	(128,576.72)	-8.23%
110.01.62000501.0000.0000 - Student Development-Student Refund Petition	4,200.00	4,200.00	0.00	0.00%
110.01.63100201.0000.0000 - Minority Transter Program	7,230.00	7,230.00	0.00	0.00%
110.01.63100401.0000.0000 - Counseling - Counseling & Guidance	1,672,907.24	1,686,578.90	13,671.66	0.82%
110.01.63300101.0000.0000 - Articulation Program	1,290.00	1,290.00	0.00	0.00%
110.01.63300201.0000.0000 - Transfer Center	337,968.45	340,014.28	2,045.83	0.61%
110.01.64200101.0000.0000 - Disabled Student Prog/Services - DSPS	280,978.09	282,322.18	1,344.09	0.48%
110.01.64300101.0000.0000 - EOPS	229,202.74	224,119.49	(5,083.25)	-2.22%
110.01.64400101.0000.0000 - Student Health Services	97,639.00	97,639.00	0.00	0.00%
110.01.64500101.0000.0000 - Counseling/Matriculation Division	556,380.03	571,669.93	15,289.90	2.75%
110.01.64500201.0000.0000 - Student Development	471,374.09	489,753.56	18,379.47	3.90%
110.01.64600101.0000.0000 - Financial Aid	957,979.10	1,019,761.24	61,782.14	6.45%
110.01.64601001.0000.0000 - Student Development-Financial Aid	200,000.00	200,000.00	0.00	0.00%
110.01.64700101.0000.0000 - Workforce Readiness - Job Development/Placement Srvc	32,698.48	33,945.75	1,247.27	3.81%
110.01.64900101.0000.0000 - Workforce Readiness - Misc. Student Svcs.	66,254.34	66,693.48	439.13	0.66%
110.01.64900201.0000.0000 - Outreach And Recruitment	56,418.00	55,888.00	(530.00)	-0.94%
110.01.64900301.0000.0000 - Commencement	19,871.00	56,871.00	37,000.00	186.20%
110.01.64900401.0000.0000 - Puente	4,938.00	4,938.00	0.00	0.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.01.64901101.0000.0000 - Middle College	26,807.00	25,896.00	(911.00)	-3.40%
110.01.65100101.0000.0000 - Maintenance	1,022,509.05	1,038,555.61	16,046.56	1.57%
110.01.65300101.0000.0000 - Custodial	2,249,653.09	2,159,018.55	(90,634.53)	-4.03%
110.01.65300501.0000.0000 - Custodial - Student & Co-Curricular	83,453.59	83,991.67	538.08	0.64%
110.01.65500101.0000.0000 - Grounds	480,613.10	491,230.19	10,617.09	2.21%
110.01.65700201.0000.0000 - Weekend College	300.00	300.00	0.00	0.00%
110.01.65700301.0000.0000 - Technology Service	504.00	504.00	0.00	0.00%
110.01.65700401.0000.0000 - Workforce Readiness	300.00	300.00	0.00	0.00%
110.01.65700501.0000.0000 - Counseling/Matriculation Div	650.00	650.00	0.00	0.00%
110.01.65700701.0000.0000 - Utilities - Water	201,000.00	0.00	(201,000.00)	-100.00%
110.01.65700801.0000.0000 - Utilities - Telephone	134,400.00	0.00	(134,400.00)	-100.00%
110.01.65701001.0000.0000 - Utilities - Gas	135,200.00	0.00	(135,200.00)	-100.00%
110.01.65701101.0000.0000 - Utilities - Electric	0.00	0.00	0.00	0.00%
110.01.65701701.0000.0000 - Unrestricted Lottery	1,511,415.00	1,556,415.00	45,000.00	2.98%
110.01.65702801.0000.0000 - Social Science, General	444.00	0.00	(444.00)	-100.00%
110.01.65900101.0000.0000 - Administrative Services	799,398.90	844,538.89	45,140.00	5.65%
110.01.66000101.0000.0000 - Technology Service - Planning, Policymaking, & Coordination	182,063.48	191,630.20	9,566.72	5.25%
110.01.66000301.0000.0000 - Campus President	801,938.37	828,579.54	26,641.16	3.32%
110.01.66000401.0000.0000 - Grants - Planning, Policymaking, & Coordination	259,359.43	191,855.20	(67,504.23)	-26.03%
110.01.67100101.0000.0000 - Marketing & Public Affairs	359,447.80	310,263.43	(49,184.37)	-13.68%
110.01.67200101.0000.0000 - College Business Office	275,821.23	277,357.28	1,536.05	0.56%
110.01.67500101.0000.0000 - Professional Development	162,724.48	163,623.50	899.02	0.55%
110.01.67600101.0000.0000 - Diversity	23,910.00	23,910.00	0.00	0.00%
110.01.67700101.0000.0000 - Transporation, General	36,805.00	32,805.00	(4,000.00)	-10.87%
110.01.67700201.0000.0000 - Rideshare Program	10,000.00	11,000.00	1,000.00	10.00%
110.01.67700401.0000.0000 - General Supplies & Services	1,728,824.00	1,500,450.00	(228,374.00)	-13.21%
110.01.67700501.0000.0000 - Auditorium	137,882.06	144,062.38	6,180.32	4.48%
110.01.67700701.0000.0000 - Mailroom and Postage	98,666.25	122,010.03	23,343.78	23.66%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.01.67900801.0000.0000 - Campus President	0.00	2,000.00	2,000.00	100.00%
110.01.68300101.0000.0000 - Custodial - Community Use Of Facilities	69,978.81	36,356.66	(33,622.16)	-48.05%
110.01.69200201.0000.0000 - Child Development Center	159,699.33	167,967.36	8,268.04	5.18%
110.01.69600101.0000.0000 - Mens Athletics - Student & Co-Curricular	201,497.44	207,755.64	6,258.19	3.11%
110.01.69600201.0000.0000 - Student Activities	312,251.02	322,429.25	10,178.23	3.26%
110.01.69600501.0000.0000 - Mens Athletics - Baseball	18,048.00	19,250.00	1,202.00	6.66%
110.01.69600601.0000.0000 - Womens Athletics - Volleyball	6,651.30	10,450.00	3,798.70	57.11%
110.01.69600701.0000.0000 - Womens Athletics - Softball	10,661.00	13,970.00	3,309.00	31.04%
110.01.69600801.0000.0000 - Mens Athletics - Basketball	14,565.00	14,080.00	(485.00)	-3.33%
110.01.69600901.0000.0000 - Womens Athletics - Basketball	10,940.42	14,320.00	3,379.58	30.89%
110.01.69601001.0000.0000 - Mens Athletics - Track	9,585.00	12,600.00	3,015.00	31.46%
110.01.69601101.0000.0000 - Womens Athletics - Track	4,550.00	9,000.00	4,450.00	97.80%
110.01.69601201.0000.0000 - Mens Athletics - Cross Country	4,700.00	6,900.00	2,200.00	46.81%
110.01.69601301.0000.0000 - Womens Athletics - Cross Country	4,535.00	5,100.00	565.00	12.46%
110.01.69601801.0000.0000 - Mens Athletics - Football	45,284.00	34,316.00	(10,968.00)	-24.22%
110.01.69602001.0000.0000 - Mens Athletics - Soccer	5,312.00	8,242.00	2,930.00	55.16%
110.01.69602101.0000.0000 - Womens Athletics - Soccer	11,030.00	8,900.00	(2,130.00)	-19.31%
110.01.69602201.0000.0000 - Mens Athletics - Athletics	61,763.28	43,954.00	(17,809.28)	-28.83%
110.01.69602301.0000.0000 - Womens Athletics - Athletics	11,434.00	3,800.00	(7,634.00)	-66.77%
110.01.69602401.0000.0000 - P.E - Athletics	77,211.52	68,670.93	(8,540.59)	-11.06%
110.01.69602501.0000.0000 - Athletic Trainer - Athletic Trainer	500.00	500.00	0.00	0.00%
110.02.04010002.0000.0000 - Biology, General	262,001.42	260,002.34	(1,999.08)	-0.76%
110.02.04030002.0000.0000 - Microbiology Department	273,318.07	275,067.16	1,749.09	0.64%
110.02.04100002.0000.0000 - Anatomy & Physiology Dept - Anatomy And Physiology	205,746.48	209,165.85	3,419.36	1.66%
110.02.05020002.0000.0000 - Accounting	32,021.59	24,150.00	(7,871.59)	-24.58%
110.02.05040002.0000.0000 - Business Admin, Finance, Ins	86,984.79	92,283.76	5,298.97	6.09%
110.02.07010002.0000.0000 - Computer Science Department	198,841.09	350,906.88	152,065.79	76.48%
110.02.08350002.0000.0000 - Physical Education Division	420,941.03	408,173.78	(12,767.25)	-3.03%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.02.08500102.0000.0000 - Modern Languages - Sign Language	121,419.60	136,375.32	14,955.72	12.32%
110.02.10020002.0000.0000 - Art Department	217,290.65	225,800.24	8,509.59	3.92%
110.02.10040002.0000.0000 - Music Department	49,536.48	48,752.86	(783.62)	-1.58%
110.02.10070002.0000.0000 - Drama Department	269,136.87	281,579.82	12,442.96	4.62%
110.02.11010002.0000.0000 - Modern Languages - Foreign Languages, General	406,472.39	408,071.91	1,599.51	0.39%
110.02.12100002.0000.0000 - Resp Therapy Cert Program - Respiratory Care/Therapy	767,566.19	785,199.43	17,633.24	2.30%
110.02.12500002.0000.0000 - Emergency Medicine Program - Emergency Medical Services	733,122.73	747,533.10	14,410.37	1.97%
110.02.13050202.0000.0000 - Early Childhood Education	33,386.57	33,586.51	199.94	0.60%
110.02.15010002.0000.0000 - English Department	790,576.91	922,398.57	131,821.66	16.67%
110.02.15060002.0000.0000 - Speech Department	214,389.06	200,011.71	(14,377.35)	-6.71%
110.02.15090002.0000.0000 - Philosophy	168,810.01	154,405.76	(14,404.25)	-8.53%
110.02.17010002.0000.0000 - Mathematics Department	778,439.65	747,672.72	(30,766.93)	-3.95%
110.02.17010202.3269.0000 - CHC-Contract Education	26,680.00	13,761.00	(12,919.00)	-48.42%
110.02.19020002.0000.0000 - Physics Department	163,949.90	175,344.73	11,394.83	6.95%
110.02.19050002.0000.0000 - Chemistry Department	696,791.28	643,986.43	(52,804.85)	-7.58%
110.02.19110002.0000.0000 - Formerly Astronomy Dept.	82,737.77	82,158.74	(579.03)	-0.70%
110.02.19140002.0000.0000 - Geology Department	115,602.63	115,187.64	(414.99)	-0.36%
110.02.20010002.0000.0000 - Psychology	464,366.53	463,796.79	(569.73)	-0.12%
110.02.21330002.0000.0000 - Fire Science - Fire Technology	541,126.20	571,005.78	29,879.59	5.52%
110.02.21990102.0000.0000 - Public Safety Training	2,220.00	2,220.00	0.00	0.00%
110.02.22020002.0000.0000 - Anthropology	107,853.26	102,135.82	(5,717.43)	-5.30%
110.02.22040002.0000.0000 - Economics	155,614.89	154,535.82	(1,079.07)	-0.69%
110.02.22050002.0000.0000 - History	64,080.77	24,471.36	(39,609.41)	-61.81%
110.02.22060002.0000.0000 - Geography Department	80,230.21	79,671.27	(558.94)	-0.70%
110.02.22070002.0000.0000 - Political Science	143,199.66	144,095.32	895.66	0.63%
110.02.22080002.0000.0000 - Sociology	122,034.48	134,970.03	12,935.55	10.60%
110.02.49300102.0000.0000 - Office Of Instruction - Adjuncts	5,302,899.76	5,580,181.00	277,281.24	5.23%
110.02.49307002.0000.0000 - Reading Program	106,385.35	0.00	(106,385.35)	-100.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.02.60100402.0000.0000 - Humanities Division	209,973.04	216,025.97	6,052.92	2.88%
110.02.60101502.0000.0000 - Office Of Instruction	800,533.26	817,144.58	16,611.32	2.08%
110.02.60101902.0000.0000 - Honors Program	96,202.00	100,109.00	3,907.00	4.06%
110.02.60102102.0000.0000 - Resp Therapy Cert Program - Academic Administration	123,230.47	111,305.30	(11,925.17)	-9.68%
110.02.60102202.0000.0000 - Emergency Medicine Program - Academic Administration	64,329.19	79,789.32	15,460.13	24.03%
110.02.60102302.0000.0000 - Radiologic Technology	5,689.00	5,700.00	11.00	0.19%
110.02.60102402.0000.0000 - Fire Science - Academic Administration	36,819.46	37,059.54	240.09	0.65%
110.02.60102502.0000.0000 - Vocational Education	298,183.97	201,277.77	(96,906.21)	-32.50%
110.02.60102602.0000.0000 - Learning Resource Center - Academic Administration	145,749.70	145,749.70	0.00	0.00%
110.02.60900102.0000.0000 - Reassigned Time-CHC	1,027,737.27	1,063,721.13	35,983.86	3.50%
110.02.61100202.0000.0000 - Learning Resource Center	462,386.42	613,031.32	150,644.90	32.58%
110.02.61200102.0000.0000 - Library	787,553.04	573,415.00	(214,138.04)	-27.19%
110.02.61900102.0000.0000 - Aquatics Center	33,192.83	63,687.94	30,495.11	91.87%
110.02.61900302.0000.0000 - Grants	0.00	10,000.00	10,000.00	100.00%
110.02.61900502.0000.0000 - Campus President - Other Instructional Support Sv	561,514.96	435,260.08	(126,254.88)	-22.48%
110.02.61900602.0000.0000 - Science Division	183,604.79	187,435.93	3,831.13	2.09%
110.02.61900802.0000.0000 - Resource Development	319,297.40	361,402.18	42,104.77	13.19%
110.02.61900902.0000.0000 - Marketing & Public Affairs - Other Instructional Support Sv	143,854.65	144,841.70	987.05	0.69%
110.02.62000102.0000.0000 - Admissions & Records	575,970.31	595,221.13	19,250.82	3.34%
110.02.63100402.0000.0000 - Counseling - Counseling & Guidance	863,762.32	791,388.51	(72,373.81)	-8.38%
110.02.63300402.0000.0000 - Transfer Center 7/1/05	223,669.49	219,112.95	(4,556.54)	-2.04%
110.02.63400202.0000.0000 - Career Center	225,884.90	221,599.83	(4,285.07)	-1.90%
110.02.64200202.0000.0000 - Disabled Student Prog/Service	270,783.33	272,600.28	1,816.95	0.67%
110.02.64300102.0000.0000 - EOPS	152,917.19	176,212.78	23,295.59	15.23%
110.02.64400102.0000.0000 - Student Health Services	99,280.00	91,780.00	(7,500.00)	-7.55%
110.02.64500302.0000.0000 - Student Services - Student Personnel Admin.	568,812.00	668,283.95	99,471.95	17.49%
110.02.64600102.0000.0000 - Financial Aid	397,746.45	412,796.63	15,050.18	3.78%
110.02.64900302.0000.0000 - Commencement	10,233.00	13,767.00	3,534.00	34.54%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.02.64900502.0000.0000 - Articulation Program	173,087.67	171,947.81	(1,139.86)	-0.66%
110.02.65100102.0000.0000 - Maintenance	703,613.90	697,377.57	(6,236.33)	-0.89%
110.02.65300102.0000.0000 - Custodial	1,506,580.41	1,515,331.06	8,750.65	0.58%
110.02.65300302.0000.0000 - Custodial - Child Development Centers	7,060.05	7,112.68	52.63	0.75%
110.02.65300402.0000.0000 - Custodial - Food Services	4,139.91	4,166.82	26.90	0.65%
110.02.65500202.0000.0000 - Grounds - Grounds Maint & Repairs	271,742.87	279,766.77	8,023.90	2.95%
110.02.65700102.0000.0000 - Telephone Operations & Maint	79,539.25	80,050.03	510.78	0.64%
110.02.65700802.0000.0000 - Utilities - Telephone	83,000.00	85,000.00	2,000.00	2.41%
110.02.65700902.0000.0000 - Parking Lot Improvements	26,538.00	26,538.00	0.00	0.00%
110.02.65701102.0000.0000 - Utilities - Electricity	65,938.00	71,502.00	5,564.00	8.44%
110.02.65701202.0000.0000 - Utilities - Fuel Oil	8,000.00	8,000.00	0.00	0.00%
110.02.65701702.0000.0000 - Unrestricted Lottery	703,660.00	690,096.00	(13,564.00)	-1.93%
110.02.65900102.0000.0000 - Administrative Services - Other M&O	331,685.26	342,395.56	10,710.29	3.23%
110.02.65900302.0000.0000 - Maintenance & Operations - Other M&O	118,341.26	124,559.63	6,218.37	5.25%
110.02.66000302.0000.0000 - Campus President - Planning, Policymaking, & Coordination	474,676.89	514,574.45	39,897.55	8.41%
110.02.66000502.0000.0000 - Planning And Research	452,074.06	468,731.48	16,657.43	3.68%
110.02.67100102.0000.0000 - Marketing & Public Affairs - Community Relations	238,922.22	335,527.43	96,605.20	40.43%
110.02.67200102.0000.0000 - College Business Office - Fiscal Operations	186,111.99	187,158.96	1,046.97	0.56%
110.02.67500102.0000.0000 - Professional Development	12,708.00	22,208.00	9,500.00	74.76%
110.02.67700602.0000.0000 - Purchasing And Warehousing - Logistical Services	80,203.44	80,714.55	511.11	0.64%
110.02.67700702.0000.0000 - Mailroom And Postage * Logistical Services	13,500.00	13,500.00	0.00	0.00%
110.02.67900202.0000.0000 - Technology Service - Other Gen Inst.Support Svcs	992,821.20	1,015,984.44	23,163.24	2.33%
110.02.68300202.0000.0000 - College Business Office - Community Use Of Facilities	18,582.05	18,702.09	120.04	0.65%
110.02.69100202.0000.0000 - Purchasing And Warehousing - Bookstores	10,936.83	11,006.53	69.70	0.64%
110.02.69100302.0000.0000 - Custodial - Bookstores	12,727.36	13,377.93	650.57	5.11%
110.02.69200202.0000.0000 - Child Development Center	232,731.24	244,776.84	12,045.59	5.18%
110.02.69500202.0000.0000 - Grounds - Parking	13,825.90	14,038.96	213.07	1.54%
110.02.69500302.0000.0000 - Custodial - Parking	307.62	877.48	569.86	185.25%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.02.69500402.0000.0000 - Parking Lot Improvements	182,546.83	95,030.57	(87,516.26)	-47.94%
110.02.69600302.0000.0000 - Student Services - Student & Co-Curricular	170,027.24	179,582.20	9,554.96	5.62%
110.02.69600402.0000.0000 - College Business Office - Student & Co-Curricular	876.00	881.69	5.69	0.65%
110.02.69601202.0000.0000 - CHC Mens Athletics - Cross Country	0.00	11,965.00	11,965.00	100.00%
110.02.69601302.0000.0000 - CHC Womens Athletics - Cross Country	0.00	11,965.00	11,965.00	100.00%
110.02.69601402.0000.0000 - CHC-Womens Athletics - Water Polo	43,504.19	53,350.00	9,845.81	22.63%
110.02.69601502.0000.0000 - CHC Mens Athletics - Water Polo	43,412.08	54,220.00	10,807.92	24.90%
110.02.69602202.0000.0000 - CHC Mens Athletics - Swim	27,881.13	33,149.00	5,267.87	18.89%
110.02.69602302.0000.0000 - CHC Womens Athletics - Swim	20,961.60	32,949.00	11,987.40	57.19%
110.02.69602402.0000.6191 - CHC P.E. - Athletics Admin	25,671.00	27,027.00	1,356.00	5.28%
110.02.70100302.3281.0000 - CHC-Redlands USD Contract Education-Contract Ed/Special Projects	43,160.00	47,434.00	4,274.00	9.90%
110.02.71000102.0000.0000 - Technology Service - Physical Property & Related Acquisitions	8,242.24	8,545.28	303.04	3.68%
110.02.71000202.0000.0000 - Maintenance & Operations - Physical Property & Related Acquisitions	63,722.22	67,070.57	3,348.35	5.25%
110.02.71000302.0000.0000 - Administrative Services - Physical Property & Related Acquisitions	70,330.75	74,143.31	3,812.56	5.42%
110.02.73200002.3269.0000 - CHC-Contract Education	0.00	0.00	0.00	0.00%
110.02.73200002.3281.0000 - CHC-Redlands USD Contract Education-Student Aid	7,000.00	7,000.00	0.00	0.00%
110.03.60900103.0000.0000 - Reassigned Time-DIST	929,991.59	864,149.70	(65,841.89)	-7.08%
110.03.61500203.0000.0000 - Distance Education - Acad Info Systems & Tech	493,482.15	466,734.18	(26,747.96)	-5.42%
110.03.65100103.0000.0000 - Maintenance	394,752.64	437,099.19	42,346.55	10.73%
110.03.65701303.0000.0000 - Utilities-District Support Services	287,756.36	336,130.41	48,374.05	16.81%
110.03.66000703.0000.0000 - District Chancellor	892,944.52	908,776.81	15,832.29	1.77%
110.03.66000803.0000.0000 - Institutional Effectiveness	500,481.84	504,023.81	3,541.97	0.71%
110.03.66000903.0000.0000 - Board Of Trustees	265,103.55	228,937.19	(36,166.36)	-13.64%
110.03.67100103.0000.0000 - Marketing & Public Affairs	512,614.61	436,959.02	(75,655.60)	-14.76%
110.03.67200203.0000.0000 - Controller	1,865,482.53	652,896.83	(1,212,585.70)	-65.00%
110.03.67200303.0000.0000 - Internal Audit	355,159.12	130,500.00	(224,659.12)	-63.26%
110.03.67200403.0000.0000 - Accounting	2,110,458.89	2,282,619.01	172,160.12	8.16%
110.03.67300103.0000.0000 - Human Resources	2,568,273.88	2,682,667.64	114,393.76	4.45%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
110.03.67500303.0000.0000 - Employee Benefits - Tuition Reimbursement	31,600.00	30,000.00	(1,600.00)	-5.06%
110.03.67500403.0000.0000 - Emergency Management	169,449.79	149,844.94	(19,604.84)	-11.57%
110.03.67700403.0000.0000 - General Supplies & Services	43,050.00	40,650.00	(2,400.00)	-5.57%
110.03.67700903.0000.0000 - District Health & Safety	178,775.00	168,650.00	(10,125.00)	-5.66%
110.03.67701003.0000.0000 - Purchasing And Warehousing	648,268.61	646,016.98	(2,251.63)	-0.35%
110.03.67701103.0000.0000 - Insurance	75,000.00	75,000.00	0.00	0.00%
110.03.67701203.0000.0000 - Police	2,367,132.96	2,363,510.67	(3,622.29)	-0.15%
110.03.67701303.0000.0000 - Printing	930,857.17	900,230.82	(30,626.35)	-3.29%
110.03.67701403.0000.0000 - Security	749,315.64	501,139.02	(248,176.62)	-33.12%
110.03.67800103.0000.0000 - TESS	5,480,492.01	5,547,612.96	67,120.95	1.22%
110.03.67900303.0000.0000 - Employee Benefits - SUI/Excess STRS Sick Leave	120,000.00	120,000.00	0.00	0.00%
110.03.70100103.0000.0000 - Professional Development Centr - Contract Education	459,447.73	130,581.26	(328,866.47)	-71.58%
110.03.71000403.0000.0000 - Facilities Planning/Adm.Svcs.	388,645.83	469,553.80	80,907.97	20.82%
110.03.73000403.0000.0000 - Insurance - Property and Liability	550,000.00	580,000.00	30,000.00	5.45%
110.15.64700301.0000.0000 - WIA Carryover	0.00	1,412.00	1,412.00	100.00%
110.15.67700401.0000.0000 - General Supplies & Services	214,618.40	0.00	(214,618.40)	-100.00%
110.15.73000501.0000.0000 - WIA Carryover	5,716.00	4,304.00	(1,412.00)	-24.70%
110.25.70100302.3281.0000 - CHC-Redlands USD Contract Education-Contract Ed/Special Projects	293,233.82	212,461.00	(80,772.82)	-27.55%
110.25.73200002.3278.0000 - CHC-PSASB-Contract Education-Student Aid	65,676.64	65,676.64	0.00	0.00%
125.01.07021001.3516.0702 - SBVC-Multi-Media	1,128,678.36	82,619.95	(1,046,058.42)	-92.68%
125.01.12301001.2193.0000 - SBVC-Certified Nurse Assistant Program	117,500.00	117,500.00	0.00	0.00%
125.01.60100401.2235.1002 - SBVC-Lottery Restricted-Art Department	4,665.00	4,665.00	0.00	0.00%
125.01.60100401.2235.1004 - SBVC-Lottery Restricted-Music Department	3,150.00	3,150.00	0.00	0.00%
125.01.60100401.2235.1007 - SBVC-Lottery Restricted-Drama Department	1,137.00	0.00	(1,137.00)	-100.00%
125.01.60100401.3163.6820 - SBVC-Media Academy Contracts	1,955.00	1,955.00	0.00	0.00%
125.01.60100401.3340.6770 - SBVC-Civic Center Act-Auditorium	3,000.00	3,000.00	0.00	0.00%
125.01.60100501.2235.0514 - SBVC-Lottery Restricted-Computer Info Tech	385.00	385.00	0.00	0.00%
125.01.60100801.2235.0401 - SBVC-Lottery Restricted-Biology General	27,806.00	27,806.00	0.00	0.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60100801.2235.0403 - SBVC-Lottery Restricted-Microbiology Microbiology	37,866.00	40,866.00	3,000.00	7.92%
125.01.60100801.2235.0410 - SBVC-Lottery Restricted-Anatomy & Physiology Department Anatomy and Physiology	37,490.00	37,490.00	0.00	0.00%
125.01.60100801.2235.1230 - SBVC-Lottery Restricted-Registered Nursing Program	11,139.00	11,139.00	0.00	0.00%
125.01.60100801.2235.1902 - SBVC-Lottery Restricted-Physics Department	2,554.00	2,554.00	0.00	0.00%
125.01.60100801.2235.1905 - SBVC-Lottery Restricted-Chemistry Department	39,871.00	35,466.00	(4,405.00)	-11.05%
125.01.60100801.2235.2206 - SBVC-Lottery Restricted-Geography Department	1,000.00	1,000.00	0.00	0.00%
125.01.60100801.3509.1911 - SBVC-Planetarium Income	3,600.00	3,600.00	0.00	0.00%
125.01.60101101.2235.0901 - SBVC-Lottery Restricted-Technical Training Division Engineering	250.00	250.00	0.00	0.00%
125.01.60101101.2235.0934 - SBVC-Lottery Restricted-Electronics Department	3,990.00	3,990.00	0.00	0.00%
125.01.60101101.2235.0945 - SBVC-Lottery Restricted-Refrigeration	4,860.00	4,860.00	0.00	0.00%
125.01.60101101.2235.0947 - SBVC-Lottery Restricted-Diesel Department	7,000.00	7,000.00	0.00	0.00%
125.01.60101101.2235.0948 - SBVC-Lottery Restricted-Automotive Department	5,200.00	5,200.00	0.00	0.00%
125.01.60101101.2235.0949 - SBVC-Lottery Restricted-Automotive Collision Repair Department	3,000.00	3,000.00	0.00	0.00%
125.01.60101101.2235.0950 - SBVC-Lottery Restricted-Aeronautics Department Main	14,200.00	4,200.00	(10,000.00)	-70.42%
125.01.60101101.2235.0956 - SBVC-Lottery Restricted-Machine Shop Department	2,625.00	2,625.00	0.00	0.00%
125.01.60101101.2235.0999 - SBVC-Lottery Restricted-Welding Certification Test Revenue	60,866.00	35,866.00	(25,000.00)	-41.07%
125.01.60101101.2235.1307 - SBVC-Lottery Restricted-Restaurant Management Program	53,000.00	53,000.00	0.00	0.00%
125.01.60101101.2406.6199 - SBVC-SWP-Positive Incentive Funding	131,872.00	109,440.25	(22,431.75)	-17.01%
125.01.60101101.2457.0604 - SBVC-Perkins Title I-Radio/Television Instruction	9,526.00	0.00	(9,526.00)	-100.00%
125.01.60101101.2457.0934 - SBVC-Perkins Title I-Electronics Department	21,650.00	0.00	(21,650.00)	-100.00%
125.01.60101101.2457.0946 - SBVC-Perkins Title I-Refrigeration	21,650.00	0.00	(21,650.00)	-100.00%
125.01.60101101.2457.0947 - SBVC-Perkins Title I-Diesel Department	49,362.00	0.00	(49,362.00)	-100.00%
125.01.60101101.2457.0948 - SBVC-Perkins Title I-Automotive Department	39,744.00	0.00	(39,744.00)	-100.00%
125.01.60101101.2457.0949 - SBVC-Perkins Title I-Automotive Collision Repair	38,970.00	0.00	(38,970.00)	-100.00%
125.01.60101101.2457.0950 - SBVC-Perkins Title I-Aeronautics Department Main	33,774.00	0.00	(33,774.00)	-100.00%
125.01.60101101.2457.0956 - SBVC-Perkins Title I-Machine Shop Department	12,990.00	0.00	(12,990.00)	-100.00%
125.01.60101101.2457.0958 - SBVC-Perkins Title I-Water Supply Technology	15,588.00	0.00	(15,588.00)	-100.00%
125.01.60101101.2457.0999 - SBVC-Perkins Title I-Welding Other Engineering and Related Industrial Technologies	34,640.00	0.00	(34,640.00)	-100.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60101101.2457.1221 - SBVC-Perkins Title I-Pharmacy Technology	21,650.00	0.00	(21,650.00)	-100.00%
125.01.60101101.2457.1230 - SBVC-Perkins Title I-Registered Nursing Program	43,300.00	0.00	(43,300.00)	-100.00%
125.01.60101101.2457.1239 - SBVC-Perkins Title I-Psychiatric Tech	15,588.00	0.00	(15,588.00)	-100.00%
125.01.60101101.2457.2105 - SBVC-Perkins Title I-Adminstration of Justice	22,516.00	0.00	(22,516.00)	-100.00%
125.01.60101101.2457.2206 - SBVC-Perkins Title I-Geography Department	8,752.00	0.00	(8,752.00)	-100.00%
125.01.60101101.2457.6199 - SBVC-Perkins Title I-Other Instructional Support Sv	9,934.00	438,333.00	428,399.00	4,312.45%
125.01.60101101.2543.0934 - SBVC-Strong Workforce-Electronics	77,561.00	0.00	(77,561.00)	-100.00%
125.01.60101101.2543.0946 - SBVC-Strong Workforce-Refrigeration	60,000.00	0.00	(60,000.00)	-100.00%
125.01.60101101.2543.0947 - SBVC-Strong Workforce-Diesel Technology	0.00	26,391.00	26,391.00	100.00%
125.01.60101101.2543.0956 - SBVC-Strong Workforce-Machine Shop Dept	0.00	28,000.00	28,000.00	100.00%
125.01.60101101.2543.0999 - SBVC-Strong Workforce-Welding	58,481.35	0.00	(58,481.35)	-100.00%
125.01.60101101.2543.1030 - SBVC-Strong Workforce-Art Department	7,000.00	0.00	(7,000.00)	-100.00%
125.01.60101101.2543.1217 - SBVC-Strong Workforce-Surgical Technician	0.00	161,333.00	161,333.00	100.00%
125.01.60101101.2543.1221 - SBVC-Strong Workforce-Pharmacy Technology	122,500.00	49,721.00	(72,779.00)	-59.41%
125.01.60101101.2543.1230 - SBVC-Strong Workforce-Registered Nursing Program	45,000.00	25,000.00	(20,000.00)	-44.44%
125.01.60101101.2543.1239 - SBVC-Strong Workforce-Psychiatric Technician	0.00	125,942.00	125,942.00	100.00%
125.01.60101101.2543.1306 - SBVC-Strong Workforce-Nutrituion, Foods	10,000.00	0.00	(10,000.00)	-100.00%
125.01.60101101.2543.1307 - SBVC-Strong Workforce-Restaurant Management	10,000.00	0.00	(10,000.00)	-100.00%
125.01.60101101.2543.2104 - SBVC-Strong Workforce-Human Services Department	48,800.00	0.00	(48,800.00)	-100.00%
125.01.60101101.2543.6120 - SBVC-Strong Workforce-Library Technology Certificate	13,400.00	8,414.00	(4,986.00)	-37.21%
125.01.60101101.2543.6199 - SBVC-Strong Workforce-Technical Training Other Instructional Support	202,924.38	134,259.00	(68,665.38)	-33.84%
125.01.60101101.2544.0604 - SBVC-Strong Workforce-Radio And Television	0.00	37,333.17	37,333.17	100.00%
125.01.60101101.2544.0799 - SBVC-Strong Workforce-Other Information Technology	0.00	10,600.00	10,600.00	100.00%
125.01.60101101.2544.0934 - SBVC-Strong Workforce-Electronics Department	0.00	66,114.00	66,114.00	100.00%
125.01.60101101.2544.0947 - SBVC-Strong Workforce-Diesel Technology	3,000.00	0.00	(3,000.00)	-100.00%
125.01.60101101.2544.0950 - SBVC-Strong Workforce-Aeronautical and Aviaiton Technolgy	0.00	10,073.00	10,073.00	100.00%
125.01.60101101.2544.0956 - SBVC-Strong Workforce-Manufacturing and Industrial Technology	28,000.00	150,000.00	122,000.00	435.71%
125.01.60101101.2544.0958 - SBVC-Strong Workforce-Water and Wastewater Technology	0.00	15,000.00	15,000.00	100.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60101101.2544.0999 - SBVC-Strong Workforce-Other Engineering And Related Industrial Technology	0.00	143,900.00	143,900.00	100.00%
125.01.60101101.2544.1030 - SBVC-Strong Workforce-Art Department	0.00	11,648.00	11,648.00	100.00%
125.01.60101101.2544.1217 - SBVC-Strong Workforce-Surgical Technician	161,000.00	0.00	(161,000.00)	-100.00%
125.01.60101101.2544.1221 - SBVC-Strong Workforce-Pharmacy Technology	107,219.00	111,289.00	4,070.00	3.80%
125.01.60101101.2544.1230 - SBVC-Strong Workforce-Registered Nursing Program	25,000.00	0.00	(25,000.00)	-100.00%
125.01.60101101.2544.1239 - SBVC-Strong Workforce-Psychiatric Technician	101,207.91	78,102.00	(23,105.91)	-22.83%
125.01.60101101.2544.1306 - SBVC-Strong Workforce-Nutrition, Food and Culinary Arts	210,807.01	215,859.75	5,052.74	2.40%
125.01.60101101.2544.1307 - SBVC-Strong Workforce-Restaurant Management Program	241,624.49	215,542.15	(26,082.35)	-10.79%
125.01.60101101.2544.2104 - SBVC-Strong Workforce-Human Services	0.00	54,500.00	54,500.00	100.00%
125.01.60101101.2544.6120 - SBVC-Strong Workforce-Library	10,000.00	0.00	(10,000.00)	-100.00%
125.01.60101101.2544.6199 - SBVC-Strong Workforce-Technical Training Other Instuctional Support	293,660.58	132,707.17	(160,953.41)	-54.81%
125.01.60101101.2545.0604 - SBVC-Strong Workforce-RTVF	192,000.00	0.00	(192,000.00)	-100.00%
125.01.60101101.2545.0799 - SBVC-Strong Workforce-Geographic Information Svcs	10,600.00	0.00	(10,600.00)	-100.00%
125.01.60101101.2545.0934 - SBVC-Strong Workforce-Electronics Department	67,200.00	0.00	(67,200.00)	-100.00%
125.01.60101101.2545.0950 - SBVC-Strong Workforce-Aero	34,300.00	0.00	(34,300.00)	-100.00%
125.01.60101101.2545.0956 - SBVC-Strong Workforce-Machine Shop Dept	150,000.00	0.00	(150,000.00)	-100.00%
125.01.60101101.2545.0958 - SBVC-Strong Workforce-Water Supply Technology	10,000.00	0.00	(10,000.00)	-100.00%
125.01.60101101.2545.0999 - SBVC-Strong Workforce-Welding	143,900.00	0.00	(143,900.00)	-100.00%
125.01.60101101.2545.1030 - SBVC-Strong Workforce-Art Department	11,648.00	0.00	(11,648.00)	-100.00%
125.01.60101101.2545.1221 - SBVC-Strong Workforce-Pharmacy Technology	135,847.27	137,869.68	2,022.41	1.49%
125.01.60101101.2545.1230 - SBVC-Strong Workforce-Registered Nursing Program	126,643.00	0.00	(126,643.00)	-100.00%
125.01.60101101.2545.1239 - SBVC-Strong Workforce-Psychiatric Tech	79,352.00	0.00	(79,352.00)	-100.00%
125.01.60101101.2545.1306 - SBVC-Strong Workforce-Nutrition, Food and Culinary Arts	176,000.00	0.00	(176,000.00)	-100.00%
125.01.60101101.2545.1307 - SBVC-Strong Workforce-Restaurant Management Program	176,641.73	0.00	(176,641.73)	-100.00%
125.01.60101101.2545.2104 - SBVC-Strong Workforce-Human Services Department	54,500.00	0.00	(54,500.00)	-100.00%
125.01.60101101.2545.6199 - SBVC-Strong Workforce-Technical Training Other Instructional Support	125,000.00	2,307.73	(122,692.27)	-98.15%
125.01.60101101.2553.0514 - SBVC-Regional Shares/Strong Workforce-Computer Info Tech	114,975.36	14,000.00	(100,975.36)	-87.82%
125.01.60101101.2553.0799 - SBVC-Regional Shares/Strong Workforce-Other Information Technology	0.00	43,619.00	43,619.00	100.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60101101.2553.0901 - SBVC-Regional Shares/Strong Workforce-Technical Training Division Engineering	14,641.00	14,641.00	0.00	0.00%
125.01.60101101.2553.0934 - SBVC-Regional Shares/Strong Workforce-Electronics Department	0.00	238,465.00	238,465.00	100.00%
125.01.60101101.2553.0948 - SBVC-Regional Shares/Strong Workforce-Automotive Department	12,971.00	0.00	(12,971.00)	-100.00%
125.01.60101101.2553.0956 - SBVC-Regional Shares/Strong Workforce-Machine Shop Department	61,000.00	55,000.00	(6,000.00)	-9.84%
125.01.60101101.2553.0957 - SBVC-Regional Shares/Strong Workforce-Construction Inspection	101,237.42	127,849.54	26,612.11	26.29%
125.01.60101101.2553.0999 - SBVC-Regional Shares/Strong Workforce-Other Engineering and Related Industrial T	0.00	77,538.00	77,538.00	100.00%
125.01.60101101.2553.1230 - SBVC-Regional Shares/Strong Workforce-Registered Nursing Program	10,000.00	36,562.00	26,562.00	265.62%
125.01.60101101.2553.1299 - SBVC-Regional Shares/Strong Workforce-Enrollment Growth/Other Health Occupatic	10,500.00	0.00	(10,500.00)	-100.00%
125.01.60101101.2553.6010 - SBVC-Regional Shares/Strong Workforce-Technical Training Division Academic Adm	63,962.00	48,416.00	(15,546.00)	-24.31%
125.01.60101101.2553.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	279,612.44	236,412.04	(43,200.40)	-15.45%
125.01.60101101.2553.6480 - SBVC-Regional Shares/Strong Workforce-Veteran Services	0.00	125,943.00	125,943.00	100.00%
125.01.60101101.2554.0514 - SBVC-Regional Shares/Strong Workforce-Computer Info Tech	14,000.00	54,472.00	40,472.00	289.09%
125.01.60101101.2554.0799 - SBVC-Reginal Shares/Strong Workforce-Other Information Technology	43,619.00	2,620.00	(40,999.00)	-93.99%
125.01.60101101.2554.0901 - SBVC-Regional Shares/Strong Workforce-Engineering, General	14,641.00	0.00	(14,641.00)	-100.00%
125.01.60101101.2554.0934 - SBVC-Regional Shares/Strong Workforce-Electronics Department	165,090.00	150,000.00	(15,090.00)	-9.14%
125.01.60101101.2554.0948 - SBVC-Regional Shares/Strong Workforce-Automotive Departments	0.00	64,000.00	64,000.00	100.00%
125.01.60101101.2554.0956 - SBVC-Regional Shares/Strong Workforce-Machine Shop Department	55,000.00	14,630.00	(40,370.00)	-73.40%
125.01.60101101.2554.0957 - SBVC-Regional Shares/Strong Workforce-Civil and Construciton Management Techr	86,000.00	25,578.00	(60,422.00)	-70.26%
125.01.60101101.2554.0999 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Engineering & Re	77,538.00	149,258.00	71,720.00	92.50%
125.01.60101101.2554.1230 - SBVC-Regional Shares/Strong Workforce-Registered Nursing Program	16,000.00	12,090.00	(3,910.00)	-24.44%
125.01.60101101.2554.1299 - SBVC-Regional Shares/Strong Workforce-Enrollment Growth/Nursing Program	0.00	64,572.00	64,572.00	100.00%
125.01.60101101.2554.6010 - SBVC-Regional Shares/Strong Workforce-Technical Training Division Academic Adm	48,416.00	4,480.00	(43,936.00)	-90.75%
125.01.60101101.2554.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	252,324.50	65,250.95	(187,073.55)	-74.14%
125.01.60101101.2554.6480 - SBVC-Regional Shares/Strong Workforce-Veterans Education	98,862.42	43,349.54	(55,512.89)	-56.15%
125.01.60101101.2554.6750 - SBVC-Regional Shares/Strong Workforce-Staff Devlopment	0.00	6,240.00	6,240.00	100.00%
125.01.60101101.2555.0514 - SBVC-Regional Shares/Strong Workforce-Computer Info Tech	54,472.00	0.00	(54,472.00)	-100.00%
125.01.60101101.2555.0934 - SBVC-Regional Shares/Strong Workforce-Electronics Department	106,549.66	89,500.55	(17,049.11)	-16.00%
125.01.60101101.2555.0948 - SBVC-Regional Shares/Strong Workforce-Automotive Department	64,000.00	0.00	(64,000.00)	-100.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.60101101.2555.0956 - SBVC-Regional Shares/Strong Workforce-Machine Shop Department	14,630.00	0.00	(14,630.00)	-100.00%
125.01.60101101.2555.0999 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Engineering & Re	149,258.00	0.00	(149,258.00)	-100.00%
125.01.60101101.2555.1230 - SBVC-Regional Shares/Strong Workforce-Registered Nursing Program	12,090.00	0.00	(12,090.00)	-100.00%
125.01.60101101.2555.1299 - SBVC-Regional Shares/Strong Workforce-Enrollment Growth/Other Health Occupatic	85,990.00	0.00	(85,990.00)	-100.00%
125.01.60101101.2555.4930 - SBVC-Regional Shares/Strong Workforce-General Studies	25,000.00	0.00	(25,000.00)	-100.00%
125.01.60101101.2555.6110 - SBVC-Regional Shares/Strong Workforce-Learning Center	4,480.00	0.00	(4,480.00)	-100.00%
125.01.60101101.2555.6199 - SBVC-Regional Shares/Strong Workforce-Technical Training Other Instuctional Supp	64,500.45	1,617.53	(62,882.92)	-97.49%
125.01.60101101.2555.6310 - SBVC-Regional Shares/Strong Workforce-Counseling & Guidance	2,620.00	0.00	(2,620.00)	-100.00%
125.01.60101101.2555.6480 - SBVC-Regional Shares/Strong Workforce-Veterans Education	1,500.00	0.00	(1,500.00)	-100.00%
125.01.60101101.2555.6750 - SBVC-Regional Shares/Strong Workforce-Staff Development-Staff Development	6,240.00	0.00	(6,240.00)	-100.00%
125.01.60101101.2555.6840 - SBVC-Regional Shares/Strong Workforce-Economic Development	25,578.00	0.00	(25,578.00)	-100.00%
125.01.60101101.3169.0956 - SBVC-Welding Certification Test Revenue	2,460.00	2,460.00	0.00	0.00%
125.01.60101101.3174.0948 - SBVC-State Referee Program	12,000.00	12,000.00	0.00	0.00%
125.01.60101101.3175.6940 - SBVC-Sun Room Catering	25,000.00	10,000.00	(15,000.00)	-60.00%
125.01.60101101.3181.1307 - SBVC-Restaurant Management-Restaurant Management Program	50,000.00	50,000.00	0.00	0.00%
125.01.60101201.1213.1305 - SBVC-Child Development Division Consortium	500.00	500.00	0.00	0.00%
125.01.60101201.1213.7320 - SBVC-Child Development Division Consortium	17,830.00	12,000.00	(5,830.00)	-32.70%
125.01.60101201.2235.0835 - SBVC-Lottery Restricted-P E Physical Education	11,455.00	4,830.00	(6,625.00)	-57.84%
125.01.60101301.2235.6010 - SBVC-Restricted Lottery-Extened Academy Academic Administration	8,000.00	8,000.00	0.00	0.00%
125.01.60101501.2228.4930 - SBVC-Basic Skills-General Studies	466,029.00	466,029.00	0.00	0.00%
125.01.60101501.2285.0000 - SBVC-Economic Development for Distressed Areas	750,000.00	750,000.00	0.00	0.00%
125.01.60101501.2403.6010 - SBVC-Guided Pathways-Office of Instruction	415,058.00	415,058.00	0.00	0.00%
125.01.60101502.2147.6010 - SBVC-AB104 Adult Ed	35,000.00	35,000.00	0.00	0.00%
125.01.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	10,694,804.00	10,940,514.00	245,710.00	2.30%
125.01.60103101.2192.6010 - SBVC-California Space Grant	500.00	500.00	0.00	0.00%
125.01.61200101.2235.4900 - SBVC-Lottery Restricted-Library Learning Center	164,156.00	165,273.00	1,117.00	0.68%
125.01.61900701.2167.6199 - SBVC-Mesa Grant	74,514.99	60,000.00	(14,514.99)	-19.48%
125.01.61900701.2180.1230 - SBVC-Enrollment Growth/Nursing Program	170,697.00	170,697.00	0.00	0.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.61900701.2180.7320 - SBVC-Enrollment Growth/Nursing Program	1,000.00	1,000.00	0.00	0.00%
125.01.61900701.2435.6499 - SBVC-Middle College High School	100,000.00	100,000.00	0.00	0.00%
125.01.61900701.3152.0614 - SBVC-Digital Media Disciplines Grant-Radio/Television Instruction	40,475.00	22,475.00	(18,000.00)	-44.47%
125.01.61900701.3152.7320 - SBVC-Digital Media Disciplines Grant-ICT/Digital Media	6,000.00	6,000.00	0.00	0.00%
125.01.62000101.1176.6600 - SBVC-Veterans Education	2,200.00	2,200.00	0.00	0.00%
125.01.63100801.2209.6499 - SBVC-Foster Parent Program	151,074.15	149,396.00	(1,678.15)	-1.11%
125.01.63100801.2210.4930 - SBVC-Youth Empowerment STR	20,252.00	20,624.00	372.00	1.84%
125.01.63100801.2210.7320 - SBVC-Youth Empowerment STR-02	2,248.00	1,876.00	(372.00)	-16.55%
125.01.63900101.1150.6499 - SBVC-Title IV-Trio	328,721.90	291,110.00	(37,611.89)	-11.44%
125.01.63900101.1150.7320 - SBVC-Title IV-Trio-04	10,000.00	10,000.00	0.00	0.00%
125.01.63900101.2214.6390 - SBVC-Student Equity-Student Equity	1,250,417.56	1,083,398.00	(167,019.56)	-13.36%
125.01.63900101.2214.7320 - SBVC-Student Equity-Student Aid	257,465.00	257,465.00	0.00	0.00%
125.01.64200101.2202.4930 - SBVC-Disabled Student Programs	91,255.79	92,601.88	1,346.09	1.48%
125.01.64200101.2202.6420 - SBVC-Disabled Student Programs	663,902.69	579,401.12	(84,501.58)	-12.73%
125.01.64300101.2200.6430 - SBVC-EOPS-CARE Program	75,958.05	76,453.00	494.95	0.65%
125.01.64300101.2200.7320 - SBVC-EOPS-CARE Program-Student Aid	58,818.04	33,054.00	(25,764.04)	-43.80%
125.01.64300101.2201.6430 - SBVC-EOPS	742,989.69	693,739.00	(49,250.68)	-6.63%
125.01.64300101.2201.7320 - SBVC-EOPS-Student Aid	294,344.94	270,241.00	(24,103.94)	-8.19%
125.01.64400101.2309.6440 - SBVC-Mental Health Support	75,741.84	0.00	(75,741.84)	-100.00%
125.01.64400101.3310.6440 - SBVC-Student Health Fees	543,433.45	560,000.00	16,566.56	3.05%
125.01.64400101.3337.6440 - SBVC-Family Pact Contract	16,000.00	25,000.00	9,000.00	56.25%
125.01.64500101.2232.6310 - SBVC-Matriculation-Matriculation Counseling & Guidance	28,514.15	30,029.15	1,514.99	5.31%
125.01.64500101.2232.6320 - SBVC-Matriculation-Matriculation/Student Assessment	3,430,750.20	3,301,801.85	(128,948.35)	-3.76%
125.01.64500101.2355.6499 - SBVC-Puente Project	5,658.66	5,658.00	(0.66)	-0.01%
125.01.64500301.3521.6450 - SBVC-SBCCD College Promise - Student Services	2,223,761.19	3,820,775.00	1,597,013.81	71.82%
125.01.64600101.1160.6199 - SBVC-Federal College Work Study - Administrative	342,250.00	326,659.00	(15,591.00)	-4.56%
125.01.64600101.2161.6460 - SBVC-SFAA-BFAP Adm Allowance	187,660.91	188,781.00	1,120.09	0.60%
125.01.64600101.2188.6460 - SBVC-Financial Aid Technology	118,325.00	118,325.00	0.00	0.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.01.64700101.1265.6470 - SBVC-Transitional Assistance-Workforce Readiness Job Development/Placement Se	22,844.53	24,025.97	1,181.44	5.17%
125.01.64700101.1265.6499 - SBVC-Transitional Assistance-Transitional Assistance Miscellaneous Student Servic	15,337.73	9,709.03	(5,628.70)	-36.70%
125.01.64700101.1265.7320 - SBVC-Transitional Assistance-Student Aid	74,873.75	75,546.00	672.25	0.90%
125.01.64700101.2212.6470 - SBVC-Workability III Grant	127,045.59	142,762.00	15,716.41	12.37%
125.01.64700101.2266.6470 - SBVC-CalWorks-Workforce Readiness Job Development/Placement Services	354,421.59	311,351.10	(43,070.48)	-12.15%
125.01.64700101.2266.6499 - SBVC-CalWorks-Workforce Readiness Misc. Student Services	361,786.26	335,412.90	(26,373.36)	-7.29%
125.01.64700101.2266.7320 - SBVC-CalWorks-CalWORKs Payments To/For Students	4,000.00	20,000.00	16,000.00	400.00%
125.01.65900101.2235.4900 - SBVC-Lottery Restricted-General Supplies & Services	0.00	70,270.00	70,270.00	100.00%
125.01.65900101.3304.6950 - SBVC-Parking	224,000.00	224,000.00	0.00	0.00%
125.01.65900101.3314.6999 - SBVC-Student Transportation Fee	240,847.00	225,000.00	(15,847.00)	-6.58%
125.01.65900101.3340.6530 - SBVC-Civic Center Act-Custodial	3,000.00	3,000.00	0.00	0.00%
125.01.65900101.3520.0000 - SBVC-FCC Proceeds	1,007,463.66	756,382.00	(251,081.66)	-24.92%
125.01.65900101.3520.1501 - SBVC-FCC Proceeds-Writing Center Tutors	65,440.00	0.00	(65,440.00)	-100.00%
125.01.65900101.3520.6199 - SBVC-FCC Proceeds-SI Across Disciplines	127,040.00	0.00	(127,040.00)	-100.00%
125.01.65900101.3521.6599 - SBVC-SBCCD College Promise - Admin Services	0.00	0.00	0.00	0.00%
125.01.66000401.2191.4903 - SBVC-Improving Online CTE Pathways	482,180.00	440,280.00	(41,900.00)	-8.69%
125.01.69100101.3519.0000 - SBVC-Bookstore	252,881.73	254,407.76	1,526.03	0.60%
125.01.69200201.2198.0000 - SBVC-Workforce Accelerator Fund 7.0	0.00	25,000.00	25,000.00	100.00%
125.01.69600101.2235.4900 - SBVC-Lottery Restricted-Mens Athletics Student & Co Curricular	15,000.00	15,000.00	0.00	0.00%
125.01.69600101.2235.6986 - SBVC-Lottery Restricted-Athletic Trainer	11,885.00	11,900.00	15.00	0.13%
125.01.69602301.2235.4900 - SBVC-Lottery Restricted-Womens Athletics	15,000.00	15,000.00	0.00	0.00%
125.02.60100402.2235.1007 - CHC-Lottery Restricted-Drama Dept	10,000.00	10,000.00	0.00	0.00%
125.02.60100402.2235.4900 - CHC-Lottery Restricted	91,462.50	74,539.00	(16,923.50)	-18.50%
125.02.60100402.2235.6120 - CHC-Lottery Restricted-Library General	22,737.50	40,000.00	17,262.50	75.92%
125.02.60101502.2403.6010 - CHC-Guided Pathways	182,153.00	60,718.00	(121,435.00)	-66.67%
125.02.60101502.3190.6010 - CHC-AACU	30,000.00	30,000.00	0.00	0.00%
125.02.60101502.3340.6830 - CHC-Civic Center Act-Media Academy Contracts	6,000.00	6,000.00	0.00	0.00%
125.02.60102502.1213.1305 - CHC-Child Dev Div Consortium	150.00	150.00	0.00	0.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.02.60102502.1213.7320 - CHC-Child Development Division Consortium	3,600.00	3,600.00	0.00	0.00%
125.02.60102502.2235.2001 - CHC-Lottery Restricted-Psychology	1,400.00	1,400.00	0.00	0.00%
125.02.60102502.2406.6770 - CHC-SWP-Positive Incentive Funding	56,759.00	56,759.00	0.00	0.00%
125.02.60102502.2457.1210 - CHC-Perkins Title I-Respiratory Therapy Certification Program Respiratory Care/The	103,238.04	11,500.00	(91,738.04)	-88.86%
125.02.60102502.2457.1225 - CHC-Perkins Title I-Radiologic Technology	7,017.19	4,700.00	(2,317.19)	-33.02%
125.02.60102502.2457.1250 - CHC-Perkins Title I-Emergency Medicine Program Emergency Medical Services	46,975.44	18,400.00	(28,575.44)	-60.83%
125.02.60102502.2457.1305 - CHC-Perkins Title I-Early Childhood Education	819.33	2,000.00	1,180.67	144.10%
125.02.60102502.2457.2133 - CHC-Perkins Title I-Fire Science Academic Administration	0.00	7,500.00	7,500.00	100.00%
125.02.60102502.2457.6193 - CHC-Perkins Title I-Vocational Education	8,370.00	138,436.00	130,066.00	1,553.95%
125.02.60102502.2543.0701 - CHC-Strong Workforce-Computer Science Department	187,120.43	0.00	(187,120.43)	-100.00%
125.02.60102502.2543.6770 - CHC-Strong Workforce-Administrative Services Logistical Services	353,941.49	194,180.00	(159,761.49)	-45.14%
125.02.60102502.2544.0702 - CHC-Strong Workforce Computer Science Dept	28,500.00	0.00	(28,500.00)	-100.00%
125.02.60102502.2544.1251 - CHC-Strong Workforce Paramedic	96,200.00	0.00	(96,200.00)	-100.00%
125.02.60102502.2544.2133 - CHC-Strong Workforce Fire Science Fire Technology	193,160.00	0.00	(193,160.00)	-100.00%
125.02.60102502.2544.6199 - CHC-Strong Workforce Grants Other Instructional Support Service	132,443.00	0.00	(132,443.00)	-100.00%
125.02.60102502.2544.6770 - CHC-Strong Workforce Administrative Services Logistical Services	36,000.00	75,758.04	39,758.04	110.44%
125.02.60102502.2545.0702 - CHC-Strong Workforce-Computer Science Department	28,500.00	0.00	(28,500.00)	-100.00%
125.02.60102502.2545.1210 - CHC-Strong Workforce-Respiratory Therapy Certification Program Respiratory Care/	0.00	5,000.00	5,000.00	100.00%
125.02.60102502.2545.1251 - CHC-Strong Workforce-Paramedic	116,200.00	21,280.00	(94,920.00)	-81.69%
125.02.60102502.2545.1305 - CHC-Strong Workforce-Child Development/Early Care and Education	0.00	400.00	400.00	100.00%
125.02.60102502.2545.2133 - CHC-Strong Workforce-Fire Science Fire Technology	173,160.00	96,861.00	(76,299.00)	-44.06%
125.02.60102502.2545.6199 - CHC-Strong Workforce-Grants Other Instructional Support Services	132,443.00	345,829.00	213,386.00	161.12%
125.02.60102502.2545.6770 - CHC-Strong Workforce-Administrative Services Logistical Services	36,000.00	0.00	(36,000.00)	-100.00%
125.02.60102502.2553.0516 - CHC-Regional Shares/Strong Workforce Labor/Industrial Relations	0.00	0.00	0.00	0.00%
125.02.60102502.2553.0518 - CHC-Regional Shares/Strong Workforce Customer Service	0.00	108,080.62	108,080.62	100.00%
125.02.60102502.2553.0707 - CHC-Regional Shares/Strong Workforce Computer Software	0.00	45,943.94	45,943.94	100.00%
125.02.60102502.2553.0708 - CHC-Regional Shares/Strong Workforce Computer Support	0.00	23,619.00	23,619.00	100.00%
125.02.60102502.2553.1899 - CHC-Regional Shares/Strong Workforce Military Services	0.00	111,968.50	111,968.50	100.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.02.60102502.2553.6470 - CHC-Regional Shares/Strong Workforce Job Dev/Placement Svc	0.00	107,154.84	107,154.84	100.00%
125.02.60102502.2554.0506 - CHC-Regional Shares/Strong Workforce Business Mgmt	0.00	76,870.00	76,870.00	100.00%
125.02.60102502.2554.0516 - CHC-Regional Shares/Strong Workforce Labor/Industrial Relations	0.00	51,188.00	51,188.00	100.00%
125.02.60102502.2554.1201 - CHC-Regional Shares/Strong Workforce Health Occupations	0.00	9,300.00	9,300.00	100.00%
125.02.60102502.2554.6470 - CHC-Regional Shares/Strong Workforce Job Development	0.00	111,648.00	111,648.00	100.00%
125.02.60102502.2555.0506 - CHC-Regional Shares/Strong Workforce-Business Management	40,224.69	82,827.22	42,602.53	105.91%
125.02.60102502.2555.6470 - CHC-Regional Shares/Strong Workforce-Workforce Readiness Job Development/Pla	0.00	0.00	0.00	0.00%
125.02.60102502.3305.6820 - CHC-Community Services	50,000.00	0.00	(50,000.00)	-100.00%
125.02.60102502.3312.1210 - CHC-Respiratory Care Test Fee	3,800.00	3,800.00	0.00	0.00%
125.02.61900102.3316.6191 - CHC-Recreation Fee	65,000.00	68,000.00	3,000.00	4.62%
125.02.61900102.3340.6191 - CHC-Civic Center Act-Aquatics Center	186,486.66	186,000.00	(486.66)	-0.26%
125.02.61900602.2235.0401 - CHC-Lottery Restricted-Microbiology Biology General	11,299.00	0.00	(11,299.00)	-100.00%
125.02.61900602.2235.0701 - CHC-Lottery Restricted-Computer Science Department	16,200.00	18,000.00	1,800.00	11.11%
125.02.61900602.2235.1905 - CHC-Lottery Restricted-Chemistry Department	13,437.00	13,437.00	0.00	0.00%
125.02.61900602.2235.4900 - CHC-Lottery Restricted-Anatomy & Physiology	9,444.00	9,444.00	0.00	0.00%
125.02.61900802.3172.6199 - CHC-San Manuel	180,000.00	83,500.00	(96,500.00)	-53.61%
125.02.61900802.3195.6199 - CHC-ISEEK	0.00	13,120.00	13,120.00	100.00%
125.02.63900302.2286.6390 - CHC-Student Equity & Achievement	81,124.69	162,956.63	81,831.94	100.87%
125.02.63900402.2286.6200 - CHC-Student Equity & Achievement-Student Success	253,699.01	263,545.41	9,846.39	3.88%
125.02.63900402.2286.6310 - CHC-Student Equity & Achievement-Student Success	925,636.41	852,948.96	(72,687.46)	-7.85%
125.02.63900402.2286.6320 - CHC-Student Equity & Achievement-Student Success	403,437.84	405,768.96	2,331.11	0.58%
125.02.63900402.2286.6420 - CHC-Student Equity & Achievement-Student Success	43,808.03	55,024.93	11,216.90	25.60%
125.02.63900402.2286.6499 - CHC-Student Equity & Achievement-Student Success	39,752.85	40,018.25	265.39	0.67%
125.02.63900502.2286.6600 - CHC-Student Equity & Achievement-Instruction	120,173.57	126,180.29	6,006.72	5.00%
125.02.63900502.2286.6750 - CHC-Student Equity & Achievement-Instruction	34,690.29	34,924.31	234.02	0.67%
125.02.63900602.2286.6110 - CHC-Student Equity & Achievement-Learning Resources	163,632.09	204,048.27	40,416.18	24.70%
125.02.63900702.2286.6480 - CHC-Student Equity & Achievement-Veterans	31,885.72	23,886.00	(7,999.72)	-25.09%
125.02.64500302.3521.6450 - CHC-SBCCD College Promise	1,174,836.23	1,291,148.00	116,311.78	9.90%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.02.64500502.1265.6499 - CHC-Transitional Assistance - Misc Stu Svcs	4,949.96	16,302.00	11,352.04	229.34%
125.02.64500502.1265.7320 - CHC-Transitional Assistance	34,543.04	23,192.00	(11,351.04)	-32.86%
125.02.64500502.2200.6430 - CHC-EOPS-CARE Program	74,280.75	90,004.00	15,723.25	21.17%
125.02.64500502.2200.7320 - CHC-EOPS-CARE Program-Student Aid	36,003.24	20,280.00	(15,723.24)	-43.67%
125.02.64500502.2201.6430 - CHC-EOPS	328,955.11	361,133.00	32,177.89	9.78%
125.02.64500502.2201.7320 - CHC-EOPS-Student Aid	309,460.04	277,161.00	(32,299.04)	-10.44%
125.02.64500502.2202.6420 - CHC-Disabled Student Programs - DSPS	491,615.80	484,610.00	(7,005.79)	-1.43%
125.02.64500502.2266.6499 - CHC-Calworks-Student Body Center Fee Student Activities/ Miscellaneous Student S	212,362.39	209,322.00	(3,040.40)	-1.43%
125.02.64500502.3315.6499 - CHC-Assessment Center Revenue	18,250.00	10,000.00	(8,250.00)	-45.21%
125.02.64500602.1160.6199 - CHC-Federal College Work Study - Administrative-Federal College Work Study Admi	140,000.00	139,997.00	(3.00)	0.00%
125.02.64500602.1176.6450 - CHC-Veterans Education	1,500.00	1,500.00	0.00	0.00%
125.02.64500602.2188.6460 - CHC-Financial Aid Technology	90,000.00	50,000.00	(40,000.00)	-44.44%
125.02.64500602.2309.6440 - CHC-Mental Health Support	27,584.40	0.00	(27,584.40)	-100.00%
125.02.64500602.3310.6440 - CHC-Student Health Fees	280,000.00	242,000.00	(38,000.01)	-13.57%
125.02.64500602.3337.6440 - CHC-Family Pact Contract	11,000.00	8,700.00	(2,300.00)	-20.91%
125.02.64600102.2161.6460 - CHC-SFAA-BFAP Adm Allowance	51,562.00	51,562.00	0.00	0.00%
125.02.65900102.2235.1002 - CHC-Lottery Restricted-Art Department	15,000.00	0.00	(15,000.00)	-100.00%
125.02.65900102.2235.1225 - CHC-Lottery Restricted	46,000.00	46,000.00	0.00	0.00%
125.02.65900102.2235.1250 - CHC-Lottery Restricted-Emergency Medicine Program Emergency Medical Services	10,000.00	5,000.00	(5,000.00)	-50.00%
125.02.65900102.2235.6600 - CHC-Lottery Restricted	0.00	29,160.00	29,160.00	100.00%
125.02.65900102.3241.6199 - CHC-Medical Clearance	8,400.00	7,000.00	(1,400.00)	-16.67%
125.02.65900102.3304.6570 - CHC-Parking-04	23,000.00	30,442.00	7,442.00	32.36%
125.02.65900102.3520.0000 - CHC-Program Review	3,029,000.00	130,000.00	(2,899,000.00)	-95.71%
125.02.65900302.3304.6510 - CHC -Parking-Maintenance	1,312.50	1,400.00	87.50	6.67%
125.02.65900302.3304.6550 - CHC-Parking-Grounds Grounds Maintenance & Repairs	104,687.50	24,500.00	(80,187.50)	-76.60%
125.02.65900302.3304.6952 - CHC-Parking-Parking Lot Improvements	66,000.00	97,704.00	31,704.00	48.04%
125.02.67900202.3145.6799 - CHC-Copy Revenue	14,500.00	7,000.00	(7,500.00)	-51.72%
125.02.67901002.3189.6799 - CHC-AVID	30,970.00	28,260.00	(2,710.00)	-8.75%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.02.69100102.3519.0000 - CHC-Bookstore	154,437.16	155,501.55	1,064.39	0.69%
125.02.69600302.3314.6999 - CHC-Student Transportation Fee	120,000.00	120,000.00	0.00	0.00%
125.03.60102903.2457.0000 - DIST-Perkins Title I	34,769.50	32,677.00	(2,092.50)	-6.02%
125.03.61500103.2231.0000 - DIST-Block Grant-Technology Service Academic Information Systems & Technology	188,347.00	188,347.00	0.00	0.00%
125.03.61500703.2261.0000 - DIST-ATPC-Technology Service Academic Information Systems & Technology	1,703,562.35	1,700,000.00	(3,562.35)	-0.21%
125.03.61910803.3511.0000 - DIST-Fee For Service	400,000.00	400,000.00	0.00	0.00%
125.03.67100103.3515.0000 - DIST-Educational Orientation Program	0.00	6,700.00	6,700.00	100.00%
125.03.67200203.2284.6720 - DIST-California College Promise	0.00	640,000.00	640,000.00	100.00%
125.03.67300103.2522.0000 - DIST-Classified Professional Development	80,279.00	80,279.00	0.00	0.00%
125.03.67300103.3518.0000 - Schools First Donation/HR	5,000.00	5,000.00	0.00	0.00%
125.03.67600203.2302.0000 - DIST-Equal Employment Opportunity	50,000.00	45,000.00	(5,000.00)	-10.00%
125.03.67701103.3311.0000 - DIST-Accident Fee	61,000.00	61,000.00	0.00	0.00%
125.03.67800103.3405.0000 - DIST-Institutional Effectiveness Partnership Initiative	0.00	200,000.00	200,000.00	100.00%
125.03.68200103.3305.0000 - DIST-Community Services-01	0.00	10,000.00	10,000.00	100.00%
125.03.68400203.1267.0000 - DIST-TANF Work Study-Professional Development Center	0.00	500,000.00	500,000.00	100.00%
125.03.68400203.2402.0000 - DIST-SWP IE Cyberhub Centers-Round 3	41,400.00	41,400.00	0.00	0.00%
125.03.68400203.2407.0000 - DIST-SWP BIW Curriculum Alignment	25,790.00	25,790.00	0.00	0.00%
125.03.68400203.2429.0000 - DIST-Regional Shares/Strong Workforce	196,999.99	90,000.00	(106,999.99)	-54.31%
125.03.68400203.2495.0000 - DIST-SWP/Cloudbased Netlab-Round 3	384,055.44	150,000.00	(234,055.44)	-60.94%
125.03.68400203.2496.0000 - DIST-SWP Employability/Soft Skills to Create Pathways	60,966.54	69,093.22	8,126.68	13.33%
125.03.68400203.2499.0000 - Prison to Employment Initiative P2E	0.00	298,980.00	298,980.00	100.00%
125.03.68400203.2500.0000 - DIST-ETP #8	0.00	749,005.00	749,005.00	100.00%
125.03.68400203.3408.0000 - DIST-CalCIMA Employment Bridge Programs	15,000.00	12,059.36	(2,940.64)	-19.60%
125.03.68400203.3410.0000 - DIST-County of San Bernardino - Probation	0.00	253,980.00	253,980.00	100.00%
125.03.68400203.3514.0000 - DIST-Indirect Charges	347,310.83	187,626.11	(159,684.72)	-45.98%
125.03.68400603.2485.0000 - DIST-ICT/Digital Media-ICT/Digital Media	200,000.00	200,000.00	0.00	0.00%
125.03.68400703.3453.0000 - DIST-Metro Water/ATTC-Metro Water/ATTC	16,350.00	12,000.00	(4,350.00)	-26.61%
125.03.68401703.1439.0000 - DIST-Cal Mfg Tech Consulting	758,581.67	278,282.79	(480,298.89)	-63.32%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.03.68402003.3424.0000 - DIST-PDC Local Contracts	148,851.00	10,000.00	(138,851.00)	-93.28%
125.03.68402103.2488.0000 - DIST-Caltrans-Caltrans/Parolee Work Crew 7/16	3,123,682.98	0.00	(3,123,682.98)	-100.00%
125.03.71000303.3517.0000 - DIST-SolaTube Project/DO/SCE	8,118.00	8,118.00	0.00	0.00%
125.03.73200003.3453.0000 - DIST-Metro Water/ATTC-Student Aid	600.00	0.00	(600.00)	-100.00%
125.15.60100401.3162.6820 - SBVC-Media Academy Contracts	2,681.51	2,681.51	0.00	0.00%
125.15.60100401.3182.1004 - SBVC-Music Department Donations	1,986.00	1,986.00	0.00	0.00%
125.15.60100801.3509.1911 - SBVC-Planetarium Income	47,639.36	40,770.00	(6,869.36)	-14.42%
125.15.60101101.2276.6199 - SBVC-Prop 39 Region F Colleges	428.37	428.37	0.00	0.00%
125.15.60101101.2490.6010 - SBVC-CTE Data Unlocked Initiative-01	35,128.35	14,903.00	(20,225.35)	-57.58%
125.15.60101101.3169.0956 - SBVC-Welding Certification Test Revenue	0.00	0.00	0.00	0.00%
125.15.60101101.3175.6940 - SBVC-Sun Room Catering	3,719.13	0.00	(3,719.13)	-100.00%
125.15.60101101.3181.1307 - SBVC-Restaurant Management-Restaurant Management Program	181,909.81	170,000.00	(11,909.81)	-6.55%
125.15.60101201.2184.2201 - SBVC-AB798 Textbook Affordability Program-Social Science General	25,925.00	25,434.83	(490.17)	-1.89%
125.15.60101501.2228.6010 - SBVC-Basic Skills - Academic Administration	335,504.51	292,358.86	(43,145.65)	-12.86%
125.15.60101501.2403.6010 - SBVC-Guided Pathways-Office of Instruction	729,962.00	1,112,058.00	382,096.00	52.34%
125.15.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	1,140,741.37	678,000.00	(462,741.36)	-40.56%
125.15.61900701.1153.1901 - SBVC-Success in STEM at HSI	123,648.51	165,618.00	41,969.49	33.94%
125.15.61900701.1153.7320 - SBVC-Success in STEM at HSI	135,764.00	24,146.00	(111,618.00)	-82.21%
125.15.61900701.2166.6199 - SBVC-Zero Textbook Cost Degree	2,000.00	1,500.00	(500.00)	-25.00%
125.15.61900701.2498.6199 - SBVC-Veterans Resource Center Grant	198,675.00	198,675.00	0.00	0.00%
125.15.61900701.2502.6750 - SBVC-Staff Development	42.40	42.40	0.00	0.00%
125.15.61900701.3152.0614 - SBVC-Digital Media Disciplines Grant-Radio/Television Instruction	68,481.69	33,308.00	(35,173.69)	-51.36%
125.15.61900701.3152.7320 - SBVC-Digital Media Disciplines Grant-Student Aid	5,400.00	3,900.00	(1,500.00)	-27.78%
125.15.62000101.1176.6600 - SBVC-Veterans Education-01	4,804.49	1,467.49	(3,337.00)	-69.46%
125.15.62000101.2187.6480 - SBVC-Veterans Resource Center	121,748.88	125,000.00	3,251.12	2.67%
125.15.63900101.1150.6499 - SBVC-Title IV-Trio	53,093.53	25,000.00	(28,093.53)	-52.91%
125.15.63900101.1150.7320 - SBVC-Title IV-Trio-Student Aid	0.00	10,000.00	10,000.00	100.00%
125.15.63900101.2185.7320 - SBVC-Dreamer Students	24,065.00	24,065.00	0.00	0.00%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.15.63900101.2214.6390 - SBVC-Student Equity-Student Equity	626,743.42	697,212.45	70,469.03	11.24%
125.15.63900101.2214.7320 - SBVC-Student Equity-Student Aid	0.00	30,000.00	30,000.00	100.00%
125.15.64400101.3310.6440 - SBVC-Student Health Fees	156,030.88	200,000.00	43,969.12	28.18%
125.15.64400101.3337.6440 - SBVC-Family Pact Contract	59,419.42	60,000.00	580.58	0.98%
125.15.64500101.2232.6320 - SBVC-Matriculation-Matriculation	897,370.68	897,371.00	0.32	0.00%
125.15.64500201.2165.6450 - SBVC-Hunger Free Campus Support	100,656.02	93,037.00	(7,619.02)	-7.57%
125.15.64600101.2188.6460 - SBVC-Financial Aid Technology	0.00	100,000.00	100,000.00	100.00%
125.15.65900101.3277.6770 - SBVC-Rialto USD-General Supplies & Services	55,607.99	55,303.00	(304.99)	-0.55%
125.15.65900101.3279.6770 - SBVC-SBCUSD Contract Ed/MCHS-General Supplies & Services	13,835.43	13,503.00	(332.43)	-2.40%
125.15.65900101.3280.6770 - SBVC-Rialto USD Contract Education-General Supplies & Services	6,042.56	6,042.56	0.00	0.00%
125.15.65900101.3304.6950 - SBVC-Parking	163,210.84	150,000.00	(13,210.84)	-8.09%
125.15.65900101.3314.6999 - SBVC-Student Transportation Fee	41,012.00	0.00	(41,012.00)	-100.00%
125.15.65900101.3340.6530 - SBVC-Civic Center Act-Custodial	80,274.14	60,000.00	(20,274.14)	-25.26%
125.15.66000301.2404.6600 - SBVC-Campus Safety & Sexual Assault	21,773.00	21,773.00	0.00	0.00%
125.25.07021002.3516.0702 - CHC-Multi-Media	568,090.54	526,699.19	(41,391.35)	-7.29%
125.25.60101502.2403.6010 - CHC-Guided Pathways	259,122.12	240,984.00	(18,138.12)	-7.00%
125.25.60101502.3190.6010 - CHC-AACU	0.00	30,000.00	30,000.00	100.00%
125.25.60101502.3269.1701 - CHC-Contract Education	91,276.01	80,000.00	(11,276.01)	-12.35%
125.25.60101502.3340.6830 - CHC-Civic Center Act	29,792.74	50,000.00	20,207.26	67.83%
125.25.60101502.3405.6600 - CHC-Institutional Effectiveness Partnership Initiative	148,203.14	90,000.00	(58,203.14)	-39.27%
125.25.60102502.2490.6010 - CHC-CTE Data Unlocked Initiative	12,346.15	12,346.15	0.00	0.00%
125.25.60102502.2543.6770 - CHC-Strong Workforce Administrative Services & Logistical Services	498,250.43	0.00	(498,250.43)	-100.00%
125.25.60102502.3305.6820 - CHC-Community Services	11,492.21	11,492.21	0.00	0.00%
125.25.60102502.3312.1210 - CHC-Respiratory Care Test Fee	320.00	4,582.00	4,262.00	1,331.88%
125.25.61900102.3316.6191 - CHC-Recreation Fee	22,505.51	31,640.00	9,134.49	40.59%
125.25.61900102.3340.6191 - CHC-Aquatics Center	76,373.74	76,466.00	92.26	0.12%
125.25.61900602.2502.6750 - CHC-Staff Development	205.73	205.73	0.00	0.00%
125.25.61900602.3242.6199 - CHC-Google Grant	3,031.03	2,181.03	(850.00)	-28.04%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.25.62000102.1176.6450 - CHC-Veterans Education	1,220.10	1,220.00	(0.10)	-0.01%
125.25.63900302.2286.6390 - CHC-Student Equity & Achievement	0.00	232,000.00	232,000.00	100.00%
125.25.63900502.2286.6600 - CHC-Student Equity & Achievement-Instruction	0.00	80,000.00	80,000.00	100.00%
125.25.63900602.2286.6110 - CHC-Student Equity & Achievement-Learning Resources	0.00	35,000.00	35,000.00	100.00%
125.25.64300102.2165.6450 - CHC-Hunger Free Campus Support	34,384.34	15,598.00	(18,786.34)	-54.64%
125.25.64500502.3264.6499 - CHC-Educational Planning Initiative	70,097.27	70,097.00	(0.27)	0.00%
125.25.64500502.3315.6499 - CHC-Assessment Center Revenue	31,821.96	31,821.96	0.00	0.00%
125.25.64500602.2187.6480 - CHC-Veteran's Resource Center	10,963.34	3,858.96	(7,104.38)	-64.80%
125.25.64500602.2188.6460 - CHC-Financial Aid Technology	0.00	124,971.00	124,971.00	100.00%
125.25.64500602.2498.6480 - CHC-Veterans Resource Center Grant	78,144.17	35,000.00	(43,144.17)	-55.21%
125.25.64500602.2498.7320 - CHC-Veterans Resource Center Grant	0.00	10,000.00	10,000.00	100.00%
125.25.64500602.3186.6440 - CHC-Truth Initiative Tobacco Free Campus	5,634.17	5,000.00	(634.17)	-11.26%
125.25.64500602.3310.6440 - CHC-Student Health Fees	82,000.79	82,001.33	0.54	0.00%
125.25.64500602.3337.6440 - CHC-Family Pact Contract	37,840.96	37,841.00	0.04	0.00%
125.25.64600102.2185.7320 - CHC-Dreamer Students	13,525.00	13,525.00	0.00	0.00%
125.25.64600102.2187.7320 - CHC-Veterans Resource Center	0.00	7,000.00	7,000.00	100.00%
125.25.65900102.2404.6600 - CHC-Campus Safety & Sexual Assault	14,776.00	14,776.00	0.00	0.00%
125.25.65900102.3241.6199 - CHC-Medical Clearance	1,590.24	0.00	(1,590.24)	-100.00%
125.25.65900302.3304.6599 - CHC-Parking	0.00	50,000.00	50,000.00	100.00%
125.25.67900202.2216.6780 - CHC-Telecommunications Technology	4,139.90	4,139.90	0.00	0.00%
125.25.67900202.3145.6799 - CHC-Copy Revenue	18,456.24	26,082.00	7,625.76	41.32%
125.31.60103101.2147.6010 - SBVC-AB104 Adult Ed Block Grant	324,765.46	800,000.00	475,234.54	146.33%
125.31.64600101.2161.6460 - SBVC-SFAA-BFAP Adm Allowance	366,732.71	362,205.00	(4,527.71)	-1.23%
125.32.64500602.2161.6460 - CHC-SFAA-BFAP Adm Allowance	173,144.03	172,584.00	(560.03)	-0.32%
125.35.61500203.2236.0000 - DIST-3C Media Solutions	3,572.48	6,422.93	2,850.45	79.79%
125.35.61910803.3511.0000 - DIST-Fee For Service	401,667.33	401,667.00	(0.33)	0.00%
125.35.67200203.2230.0000 - DIST-Instructional Equipment	96,005.49	96,005.49	0.00	0.00%
125.35.67600203.2302.0000 - DIST-Equal Employment Opportunity	71,777.49	54,000.00	(17,777.49)	-24.77%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
125.35.67800203.2216.0000 - DIST-Telecommunications Technology	1,501.27	1,501.27	0.00	0.00%
125.35.67900403.3512.0000 - DIST-ATPC/Ventura Cc Foundation-ATPC/Ventura Cc Foundation	2,130.49	2,130.49	0.00	0.00%
125.35.68400203.1267.0000 - DIST-TANF Work Study-Professional Development Center	1,892,349.45	0.00	(1,892,349.45)	-100.00%
125.35.68400203.2285.0000 - DIST-Economic Development for Distressed Areas	0.00	125,000.00	125,000.00	100.00%
125.35.68400203.2402.0000 - DIST-SWP IE Cyberhub Centers-Round 4	95,900.00	87,045.00	(8,855.00)	-9.23%
125.35.68400203.2418.0000 - DIST-Riverside County Regional Training	181.31	181.31	0.00	0.00%
125.35.68400203.2495.0000 - DIST-SWP/Cloudbased Netlab-Round 2	173,723.33	0.00	(173,723.33)	-100.00%
125.35.68400203.2496.0000 - DIST-SWP Employabilty/Soft Skills to Create Pathways	(5,855.85)	16,720.00	22,575.85	-385.53%
125.35.68400203.3197.0000 - DIST-Academy for Dynamic Leadership	0.00	27,119.58	27,119.58	100.00%
125.35.68400203.3401.0000 - DIST-Annenberg Foundation	0.00	770.19	770.19	100.00%
125.35.68400603.2485.0000 - DIST-ICT/Digital Media-01	64,628.12	100,000.00	35,371.88	54.73%
125.35.68401403.2456.0000 - DIST-ETP #5-02	0.00	0.00	0.00	0.00%
125.35.68401403.2497.0000 - DIST-ETP #7	1,095,699.05	0.00	(1,095,699.05)	-100.00%
125.35.68401703.1439.0000 - DIST-Cal Mfg Tech Consulting	169,421.20	44,762.00	(124,659.20)	-73.58%
125.35.68402003.3424.0000 - DIST-PDC Local Contracts	0.00	22,847.00	22,847.00	100.00%
125.35.68402103.2488.0000 - DIST-Caltrans-Caltrans/Parolee Work Crew 7/16	0.00	1,348,579.40	1,348,579.40	100.00%
125.35.69500603.3304.0000 - DIST-Parking	32,795.50	32,795.50	0.00	0.00%
125.35.73200003.1267.0000 - DIST-TANF Work Study-Professional Development Center	10,000.00	0.00	(10,000.00)	-100.00%
215.00.00000000.0000.0000 - General Program	30,750,000.00	48,250,000.00	17,500,000.00	56.91%
335.01.69200101.2203.0000 - SBVC-Child Care Food Program 01	1,295,281.33	1,293,094.00	(2,187.33)	-0.17%
335.01.69200201.1207.0000 - SBVC-Child Development Center 01	235,527.04	234,827.00	(700.04)	-0.30%
335.01.69200301.2205.0000 - SBVC-State Preschool Grant	1,964,424.10	1,948,936.00	(15,488.10)	-0.79%
335.02.69200102.1207.0000 - CHC-Child Care Food Program	7,500.00	7,500.00	0.00	0.00%
335.02.69200202.0000.0000 - CHC-CDC Quality Start San Bndo	15,291.70	35,291.00	19,999.30	130.79%
335.02.69200202.2203.0000 - CHC-Child Development	183,318.04	190,000.00	6,681.96	3.65%
335.02.69200202.2245.0000 - CHC-Child Development Parent Fees	142,217.20	140,000.00	(2,217.20)	-1.56%
390.03.70900403.0000.0000 - Radio	748,516.25	1,459,635.53	711,119.28	95.00%
390.03.70901603.0000.0000 - KVCR, General	2,295,144.43	720,471.89	(1,574,672.55)	-68.61%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
390.03.72000103.0000.0000 - Television	3,025,197.72	2,302,814.68	(722,383.05)	-23.88%
395.03.70900403.3141.0000 - DIST-Legacy Funds - Radio	0.00	106,153.28	106,153.28	100.00%
395.03.70900703.3024.0000 - DIST-CPB Interconn	11,968.78	2,654.00	(9,314.78)	-77.83%
395.03.70900703.3024.0000 - DIST-CPB Interconn-02	0.00	8,737.00	8,737.00	100.00%
395.03.70901603.3142.0000 - DIST-Autism Funds-02	0.00	1,040.00	1,040.00	100.00%
395.03.70902703.2409.0000 - DIST-Regional Shares/Strong Workforce Regional Marketing	50,000.00	0.00	(50,000.00)	-100.00%
395.03.70902703.3106.0000 - DIST-CPB/CSG Grant FY20	642,151.00	400,000.00	(242,151.00)	-37.71%
395.03.70902703.3124.0000 - DIST-Healthy Network Initiative	75,000.00	150,000.00	75,000.00	100.00%
395.03.70902703.3141.0000 - DIST-Legacy Funds - Television	0.00	2,829.84	2,829.84	100.00%
395.03.70903503.3137.0000 - DIST-USSG Grant-01	1,943.00	4,606.00	2,663.00	137.06%
395.35.70900703.3027.0000 - DIST-CPB Interconn	4,536.66	3,242.72	(1,293.94)	-28.52%
395.35.70902703.3116.0000 - DIST-CPB/CSF Grant	7,589.35	7,589.35	0.00	0.00%
395.35.70902703.3119.0000 - DIST-CPB/CSG Grant	67,828.26	67,828.26	0.00	0.00%
395.35.70902703.3120.0000 - DIST-CPB/CSG Grant FY19	138,976.21	0.00	(138,976.21)	-100.00%
395.35.70902803.3121.0000 - DIST-Univ Service Support	2,056.00	2,056.00	0.00	0.00%
410.02.71000302.0000.0000 - Administrative Services	160,000.00	0.00	(160,000.00)	-100.00%
410.03.67200203.0000.0000 - Capital Outlay	933,000.00	200,000.00	(733,000.00)	-78.56%
410.03.71000403.0000.0000 - Facilities Planning/Adm.Svcs.	590,261.63	517,157.61	(73,104.02)	-12.39%
410.03.71002703.0000.0000 - District Network Upgrades	900,000.00	897,592.39	(2,407.61)	-0.27%
410.03.71004803.0000.0000 - Buildings	53,362.00	22,500.00	(30,862.00)	-57.84%
415.01.71004801.3601.0000 - SBVC Technical Building Replacement-State Funds	1,040,000.00	1,273,000.00	233,000.00	22.40%
415.03.71000403.1194.0000 - Public Works & Economic Development Facilities Pgm	0.00	600,000.00	600,000.00	100.00%
415.35.71001003.2260.0000 - DIST-Prop 39 Clean Energy Funding	50,300.59	48,250.59	(2,050.00)	-4.08%
435.01.71001501.3257.0000 - SBVC-Measure M Program Support	23,500.00	0.00	(23,500.00)	-100.00%
435.03.71010003.3257.0000 - EDA Funding Match	3,000,000.00	0.00	(3,000,000.00)	-100.00%
445.01.71010101.3601.0000 - SBVC Technical Building Replacement	6,470,831.00	11,721,228.00	5,250,397.00	81.14%
445.01.71010101.3605.0000 - SBVC Softball Field	0.00	822,929.00	822,929.00	100.00%
445.01.71010101.3606.0000 - SBVC Instructional & Student Services Building	35,000.00	98,057,663.00	98,022,663.00	280,064.75%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
445.01.71010101.3610.0000 - SBVC Campus Wide Infrastructure	150,000.00	5,469,661.00	5,319,661.00	3,546.44%
445.02.71010102.3623.0000 - CHC Gym Demolition	57,969.00	2,898,171.00	2,840,202.00	4,899.52%
445.02.71010102.3624.0000 - CHC Student Support Building Renovation	0.00	145,951.00	145,951.00	100.00%
445.02.71010102.3625.0000 - CHC East Valley Public Safety Training Center	0.00	450,312.00	450,312.00	100.00%
445.02.71010102.3626.0000 - CHC Campus Wide Infrastructure	55,610.00	3,547,963.00	3,492,353.00	6,280.08%
445.02.71010102.3633.0000 - CHC Central Complex 2 Renovation	30,000.00	688,483.00	658,483.00	2,194.94%
445.02.71010102.3634.0000 - CHC Child Development Center Renovation	0.00	342,813.00	342,813.00	100.00%
445.02.71010102.3635.0000 - CHC Performing Arts Center Replacement	0.00	4,008,286.00	4,008,286.00	100.00%
445.03.71010103.0000.0000 - Measure CC Program Support DSS	252,452,833.00	78,187,597.02	(174,265,235.97)	-69.03%
445.03.71010103.3640.0000 - DIST District Wide Initatives	691,336.00	3,938,056.00	3,246,720.00	469.63%
445.03.71010103.3641.0000 - DIST Student Information System	0.00	1,642,857.00	1,642,857.00	100.00%
445.03.71010103.3642.0000 - DIST Mill Street Site	25,000,000.00	38,000,000.00	13,000,000.00	52.00%
445.03.71010103.3644.0000 - DIST Measure CC Outreach	100,000.00	65,568.00	(34,432.00)	-34.43%
520.01.69400201.0000.0000 - Cafeteria	550,895.02	300,000.00	(250,895.02)	-45.54%
590.03.67200203.0000.0000 - Investment Properties	20,292,310.48	1,297,053.00	(18,995,257.48)	-93.61%
590.03.70903803.0000.0000 - DIST-550 E. Hospitality Lane	723,388.00	875,839.00	152,451.00	21.07%
590.03.70903903.0000.0000 - DIST-560 E. Hospitality Lane	681,342.00	729,117.00	47,775.00	7.01%
590.03.70904003.0000.0000 - DIST-658 E. Brier Drive	739,022.00	654,395.00	(84,627.00)	-11.45%
590.03.71009903.0000.0000 - Commercial Property Investment	4,367,984.00	15,000.00	(4,352,984.00)	-99.66%
615.03.67701703.3390.0000 - DIST-Self-Insurance Program - Logistical Services	1,820,000.00	1,630,000.00	(190,000.00)	-10.44%
620.03.67701803.0000.0000 - Insurance - Logistical Services	905,000.00	1,070,000.00	165,000.00	18.23%
690.03.59000103.0000.0000 - Employee Benefits - Instructional Staff Retiree	75,000.00	80,026.00	5,026.00	6.70%
690.03.67400103.0000.0000 - Employee Benefits - Non-Instructional Retiree	175,200.00	163,108.00	(12,092.00)	-6.90%
710.01.69602601.0000.0000 - Associated Students	70,500.00	74,000.00	3,500.00	4.96%
710.02.69602602.0000.0000 - Associated Students	51,550.00	43,050.00	(8,500.00)	-16.49%
720.01.69602701.0000.0000 - Student Representation Fee	65,000.00	55,000.00	(10,000.00)	-15.38%
720.02.69602702.0000.0000 - Student Representation Fee	13,500.00	14,000.00	500.00	3.70%
730.01.69603301.3306.0000 - SBVC-Student Body Center Fee	233,760.02	207,533.00	(26,227.02)	-11.22%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
730.02.64901702.3306.0000 - CHC-Student Body Center Fee	100,928.57	104,895.98	3,967.40	3.93%
745.01.64500201.0000.0000 - Student Financial Aid	22,302,581.00	23,362,974.00	1,060,393.00	4.75%
745.02.64600102.0000.0000 - Student Financial Aid	5,164,408.00	4,366,486.00	(797,922.00)	-15.45%
755.01.69602901.0000.0000 - Scholarship and Loan	221,625.55	150,289.00	(71,336.55)	-32.19%
755.01.69627601.0000.0000 - Psychiatric Technician Scholarship	1,246.00	845.51	(400.49)	-32.14%
755.02.69602902.0000.0000 - Scholarship and Loan	61,380.00	198,291.00	136,911.00	223.05%
775.03.00000003.0000.0000 - PARS Investment Trust Fund	3,100,000.00	4,005,137.00	905,137.00	29.20%
810.01.69603601.0000.0000 - Alpha Gamma Sigma Club	835.81	836.00	0.19	0.02%
810.01.69606801.0000.0000 - Mecha Club	2,209.30	2,209.00	(0.30)	-0.01%
810.01.69608401.0000.0000 - Computer Science and Computer Engineering Club	1,343.86	1,344.00	0.14	0.01%
810.01.69608801.0000.0000 - Veterans Club	26.59	0.00	(26.59)	-100.00%
810.01.69609701.0000.0000 - Art Club	11,126.00	2,936.63	(8,189.37)	-73.61%
810.01.69610001.0000.0000 - Architectural Club	136.79	0.00	(136.79)	-100.00%
810.01.69610101.0000.0000 - Tumaini Club	1,617.94	1,569.00	(48.94)	-3.02%
810.01.69610201.0000.0000 - History Club	0.00	649.00	649.00	100.00%
810.01.69610501.0000.0000 - Gay-Straight Alliance Club	270.21	270.00	(0.21)	-0.08%
810.01.69610801.0000.0000 - Football Trust	2,675.47	0.00	(2,675.47)	-100.00%
810.01.69613401.0000.0000 - Volleyball Trust	13,775.01	11,145.02	(2,629.99)	-19.09%
810.01.69613501.0000.0000 - Student Life Trust	23,677.40	12,049.75	(11,627.65)	-49.11%
810.01.69613701.0000.0000 - Baseball Trust	87.00	287.00	200.00	229.89%
810.01.69613801.0000.0000 - Sports Medicine Trust	278.00	278.00	0.00	0.00%
810.01.69613901.0000.0000 - Track & Cross Country	425.59	0.00	(425.59)	-100.00%
810.01.69614201.0000.0000 - Inter Club Council	5,792.94	5,193.00	(599.94)	-10.36%
810.01.69614301.0000.0000 - Misc. Clearing	1,953.33	0.00	(1,953.33)	-100.00%
810.01.69614401.0000.0000 - Women's Basketball Trust	4,265.18	1,156.34	(3,108.84)	-72.89%
810.01.69614901.0000.0000 - Sun Room Tips Trust	0.00	33,701.29	33,701.29	100.00%
810.01.69615201.0000.0000 - Auto Collision Club	792.00	542.00	(250.00)	-31.57%
810.01.69615401.0000.0000 - Theatre Program Trust	18,750.00	18,450.00	(300.00)	-1.60%

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
810.01.69615801.0000.0000 - Arrowhead Newspaper Trust	871.00	870.92	(0.08)	-0.01%
810.01.69616001.0000.0000 - SBCCD Hospitality Pepsi Trust	10,951.16	11,100.00	148.84	1.36%
810.01.69616101.0000.0000 - Child Development Trust	5,686.34	3,686.38	(1,999.96)	-35.17%
810.01.69616301.0000.0000 - Culinary Arts Club	2,794.94	1,933.00	(861.94)	-30.84%
810.01.69616601.0000.0000 - Talking Hands	2,652.53	605.00	(2,047.53)	-77.19%
810.01.69617001.0000.0000 - ICC Funding Request Club	11,261.87	7,546.00	(3,715.87)	-33.00%
810.01.69617101.0000.0000 - Humanities Div. Performing Arts Fund	17,927.00	17,927.01	0.01	0.00%
810.01.69617501.0000.0000 - Human Services Club	419.00	419.00	0.00	0.00%
810.01.69618101.0000.0000 - Sigma Delta Mu Trust	1,420.00	1,736.97	316.97	22.32%
810.01.69618701.0000.0000 - Mind and Matter Club	4,725.00	404.00	(4,321.00)	-91.45%
810.01.69619501.0000.0000 - Honors Program Trust	127.00	126.62	(0.38)	-0.30%
810.01.69619601.0000.0000 - Athletics Trust	17,386.00	8,808.83	(8,577.17)	-49.33%
810.01.69620101.0000.0000 - The Puente Club	2,125.99	2,125.99	0.00	0.00%
810.01.69620301.0000.0000 - Women's Soccer Trust	11,851.35	0.00	(11,851.35)	-100.00%
810.01.69620901.0000.0000 - Men's Soccer Trust	1,167.00	1,167.00	0.00	0.00%
810.01.69621301.0000.0000 - All of Us or None Club	1,023.98	0.00	(1,023.98)	-100.00%
810.01.69622701.0000.0000 - The Music Appreciation Club	304.38	304.00	(0.38)	-0.12%
810.01.69622801.0000.0000 - Art Dept. Trust	16,819.89	6,100.00	(10,719.89)	-63.73%
810.01.69622901.0000.0000 - Performing Arts Club	1,482.84	1,483.00	0.16	0.01%
810.01.69623301.0000.0000 - Media Academy Trust	56.00	56.60	0.60	1.07%
810.01.69623401.0000.0000 - Psych Tech Class of Aug	681.44	681.00	(0.44)	-0.06%
810.01.69624401.0000.0000 - Psych Tech of December	1,355.89	1,355.89	0.00	0.00%
810.01.69624501.0000.0000 - Wolverine's Welding Club	65.41	65.00	(0.41)	-0.63%
810.01.69626001.0000.0000 - SITA	2,985.19	0.00	(2,985.19)	-100.00%
810.01.69626101.0000.0000 - Zero Kelvin	2,390.83	2,190.83	(200.00)	-8.37%
810.01.69626201.0000.0000 - SBCCD Hospitality Vendor Acct.	12,398.24	10,200.00	(2,198.24)	-17.73%
810.01.69626801.0000.0000 - SBVC Dreamers	75.00	0.00	(75.00)	-100.00%
810.01.69626901.0000.0000 - Men's Basketball Trust	12,828.00	5,431.59	(7,396.41)	-57.66%

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
810.01.69627101.0000.0000 - Writers Block Trust	20.00	20.00	0.00	0.00%
810.01.69627201.0000.0000 - Softball Trust	216.00	216.00	0.00	0.00%
810.01.69627401.0000.0000 - Guardian Scholar's Club	1,000.00	887.55	(112.45)	-11.25%
810.01.69627701.0000.0000 - SCTA - Student California Teachers Association	300.00	0.00	(300.00)	-100.00%
810.01.69628001.0000.0000 - Concert Band Club	500.00	0.00	(500.00)	-100.00%
810.01.69628101.0000.0000 - News/Media Club	500.00	0.00	(500.00)	-100.00%
810.01.69628201.0000.0000 - Gaming Club	730.95	80.95	(650.00)	-88.93%
810.01.69628301.0000.0000 - HACU Club	500.00	0.00	(500.00)	-100.00%
810.01.69628401.0000.0000 - Animal Rights Collective Club	500.00	0.00	(500.00)	-100.00%
810.02.69603502.0000.0000 - A&P Theatre Guild	2,581.21	2,581.21	0.00	0.00%
810.02.69603602.0000.0000 - Alpha Gamma Sigma Club	4,536.00	4,595.74	59.74	1.32%
810.02.69603702.0000.0000 - Anime Manga Club	300.00	300.00	0.00	0.00%
810.02.69603902.0000.0000 - Aquatics Club	715.00	715.18	0.18	0.03%
810.02.69604202.0000.0000 - Beta II Club	1,906.00	1,986.92	80.92	4.25%
810.02.69604302.0000.0000 - Biology Club	1,031.00	1,031.18	0.18	0.02%
810.02.69604602.0000.0000 - CD Center Trust	353.00	352.64	(0.36)	-0.10%
810.02.69604702.0000.0000 - CHC Alumni Association	20.00	20.00	0.00	0.00%
810.02.69604902.0000.0000 - CHC Silver Anniversary	142.00	142.26	0.26	0.18%
810.02.69605102.0000.0000 - Child Development & Education Club	1,270.00	1,269.99	(0.01)	0.00%
810.02.69605302.0000.0000 - CH Compser's Collective Club	84.00	83.69	(0.31)	-0.37%
810.02.69605602.0000.0000 - CH Arts League Club	1,212.00	1,211.56	(0.44)	-0.04%
810.02.69605702.0000.0000 - Duane Stemple Trust	484.00	484.33	0.33	0.07%
810.02.69605902.0000.0000 - CHC Paramedic Association	836.00	835.70	(0.30)	-0.04%
810.02.69606002.0000.0000 - Fire Safety Trust	1,545.00	1,545.02	0.02	0.00%
810.02.69606102.0000.0000 - Gala Club	53.00	52.93	(0.07)	-0.13%
810.02.69606202.0000.0000 - Health Science Club	89.00	88.85	(0.15)	-0.17%
810.02.69606402.0000.0000 - Information Technology Trust	1,065.00	1,064.86	(0.14)	-0.01%
810.02.69606502.0000.0000 - Jazz Festival	410.00	409.84	(0.16)	-0.04%

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
810.02.69606602.0000.0000 - Lunafira Club	243.00	243.44	0.44	0.18%
810.02.69606702.0000.0000 - Math Club	1,012.00	933.29	(78.71)	-7.78%
810.02.69606802.0000.0000 - Mecha Club	746.00	745.52	(0.48)	-0.06%
810.02.69607002.0000.0000 - Obsidian Dance Club	800.00	600.00	(200.00)	-25.00%
810.02.69607102.0000.0000 - Paramedic Trust	6,675.00	6,675.00	0.00	0.00%
810.02.69607202.0000.0000 - Phi Beta Lambda	97.00	96.75	(0.25)	-0.26%
810.02.69607302.0000.0000 - Possibilities Club	100.00	100.00	0.00	0.00%
810.02.69607402.0000.0000 - Psychology Club	720.00	720.00	0.00	0.00%
810.02.69607602.0000.0000 - Repeat Course Trust	3,268.00	3,267.50	(0.50)	-0.02%
810.02.69607702.0000.0000 - Sand Canyon Review	1,035.00	1,035.00	0.00	0.00%
810.02.69607802.0000.0000 - Sociology Club	53.00	53.00	0.00	0.00%
810.02.69608002.0000.0000 - S.T.E.M G.I.R.L Club	794.00	794.45	0.45	0.06%
810.02.69608202.0000.0000 - Terrestrial Investigation Trust	864.00	863.64	(0.36)	-0.04%
810.02.69608302.0000.0000 - The Baroque Society	70.00	69.73	(0.27)	-0.39%
810.02.69608402.0000.0000 - Computer Science & Tech. Club	100.00	100.00	0.00	0.00%
810.02.69608502.0000.0000 - The Lighthouse Club	84.00	83.91	(0.09)	-0.11%
810.02.69608802.0000.0000 - Veterans Club	149.00	148.93	(0.07)	-0.05%
810.02.69609002.0000.0000 - Walking Tall Club	50.00	50.00	0.00	0.00%
810.02.69609702.0000.0000 - CHC Art Club	918.00	917.50	(0.50)	-0.05%
810.02.69620402.0000.0000 - American Sign Language Club	399.00	398.84	(0.16)	-0.04%
810.02.69626302.0000.0000 - Circle K Club	50.00	50.00	0.00	0.00%
810.02.69626402.0000.0000 - Herbivore Club	304.00	303.50	(0.50)	-0.16%
810.02.69626502.0000.0000 - Metaphysical Explores Club	377.00	48.51	(328.49)	-87.13%
825.03.70901503.0000.0000 - FNX	3,182,214.03	903,899.76	(2,278,314.27)	-71.60%
890.03.70900303.0000.0000 - Inland Futures Foundation	183,234.29	0.00	(183,234.29)	-100.00%
890.03.70901103.0000.0000 - Inland Futures Foundation - TV	0.00	433,393.00	433,393.00	100.00%
890.03.70901203.0000.0000 - Inland Futures Foundation - General	100,567.12	0.00	(100,567.12)	-100.00%
890.03.70903603.0000.0000 - Inland Futures Foundation - Radio	0.00	291,607.00	291,607.00	100.00%

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Budget Forecast by Department - All Funds

Budget Year 2020-2021

Program	2020Budget	2021Budget	Change	% Change
	581,441,675.49	523,639,915.51	(57,801,759.97)	-9.94%
Total	(5,648,749.14)	262,639,388.60	268,288,137.74	-32.85%

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose Torres, Interim Chancellor

REVIEWED BY: Jose Torres, Interim Chancellor

PREPARED BY: Jeremiah Gilbert, Executive Director, Research & Planning

DATE: June 11, 2020

SUBJECT: Updated Districtwide Accreditation Timeline

RECOMMENDATION
This item is for information only. No action is required.

OVERVIEW
The attached timeline shows the collegial consultation approval process for each college's Institutional Self-Evaluation Report (ISER).

ANALYSIS
Both Crafton Hills College and San Bernardino Valley College are in the process of completing their ISERs, which are due in August with Accrediting Commission for Community and Junior Colleges (ACCJC) site visits scheduled October 12 – 15, 2020. The updated timeline shows the collegial consultation approval process, which includes first and second readings scheduled with Academic and Classified Senates, Student Government, College Councils, and the Board of Trustees. In addition, the final public forum date has been included, though public forums have been conducted throughout the Spring term.

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

FINANCIAL IMPLICATIONS
None.

Districtwide Accreditation Timeline

Presented for Information on June 11, 2020

Institutional Self-Evaluation Report (ISER) Collegial Consultation Approval		Classified Senate	Student Government	Last Forum*	Academic Senate	College/Crafton Council	Board of Trustees
Crafton Hills College	*FIRST READING*	04/24/2020	04/17/2020	04/08/2020	04/15/2020	04/28/2020	07/23/2020
	SECOND READING	05/08/2020	05/01/2020	N/A	05/06/2020	05/12/2020	08/13/2020
San Bernardino Valley College	*FIRST READING*	05/15/2020	May 2020	08/06/2020	05/06/2020	05/13/2020	07/23/2020
	SECOND READING	08/14/2020	Aug 2020	N/A	08/12/2020	08/13/2020	08/13/2020

***SPRING FORUMS**	January, February, March, April
ACCJC ISER SUBMISSION	08/14/2020
ACCJC Visit (Districtwide)	10/12/2020 – 10/15/2020

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose Torres, Interim Chancellor

REVIEWED BY: Jose Torres, Interim Chancellor

PREPARED BY: Jeremiah Gilbert, Executive Director, Research & Planning

DATE: June 11, 2020

SUBJECT: Analysis of AB 705 Compliance, Implementation, Student Success, and Student Retention by Age

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

The attached report provides an analysis of AB 705 compliance and implementation, along with student success and retention by age.

ANALYSIS

AB 705 was designed to maximize the probability that a student will enter and complete transfer-level coursework in English and Math within a one-year timeframe. The attached report provides information on SBCCD's compliance with the measures, instruments, and placement model components of the AB 705 legislation (Table 1) and briefly describes SBCCD's implementation approach (Table 2). This is followed by enrollment comparisons pre and post AB 705 along with success and retention rates by age.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

PRELIMINARY ANALYSIS OF AB 705 COMPLIANCE, IMPLEMENTATION, STUDENT SUCCESS, AND STUDENT RETENTION

REPORT 4 of 6: AGE

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OVERVIEW: AB 705 was designed to increase the number of students that complete transfer-level Math and English within one year of matriculation at a Community College. One key component of the legislation is that the placement of students into English and Math courses must use a combination of high school coursework, high school grades, and high school grade point average in lieu of traditional placement exams.

The bill also gives the Board of Governors the authority to establish and modify regulations on the use of measures, instruments, and placement models. A few regulations and compliance metrics are provided in the tables on the subsequent page. Table 1 provides information on SBCCD's compliance with the measures, instruments, and placement model components of the AB 705 legislation and Table 2 briefly describes our implementation approach.

ISSUES TO CONSIDER: There remains some confusion around compliance with the legislation as it relates to the start of the 1-year timeframe (the confusion is state-wide). However, both colleges are corresponding with the State Chancellors Office and making use of professional development opportunities to ensure adherence to the regulations.

TABLE A: COMPLIANCE WITH MEASURES, INSTRUMENTS, AND PLACEMENT MODELS

	CRAFTON HILLS COLLEGE		VALLEY COLLEGE	
	English	Math	English	Math
No remedial courses greater than 1 level below transfer.	✓	✓	✓	✓ *
Guided Self-placement using multiple measures.	✓	✓	✓	✓
Transfer-level placement percentages publicly available. **	In progress	In progress	In progress	In progress

***** SBVC's Mathematics department still offers courses greater than 1-level below transfer-level Math but placement is based on the students' self-assessment and the decision on where to be placed is up to the student. This approach is still in compliance with AB 705 legislation.

** AB-1805 – Is a requirement to provide students with easily understandable community college placement policies and requires colleges to report the percentage of students placed into college-level courses**.**

TABLE B: IMPLEMENTATION

	CRAFTON HILLS COLLEGE		VALLEY COLLEGE	
	English	Math	English	Math
Increased the number of sections for transfer-level Math and English.	✓	✓	✓	✓
Faculty are attending community of practice workshops to support integration.	✓	✓	✓	✓
Developed linked support courses with embedded tutors. Used corequisite model.	✓	✓	✓	✓
The same faculty teaches the transfer course and the support course.	✓	✓	✓	✓

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TRANSFER-LEVEL ENGLISH:

Table C: Change in Course Enrollment, Successes, and Retention Post-AB 705 by Age (SBCCD)

	Change in Enrollments	Change in Successes[A]	Change in Success Rate[B]	Change in Retention	Change in Retention Rate[C]
19 or Younger	+1226 (148.7%)	+683 (125.6%)	-6.4%	+1064 (142.6%)	-2.6%
20 to 24	+168 (27.3%)	+60 (16.2%)	-5.2%	+134 (25.7%)	-1.1%
25 to 29	+99 (40.6%)	+66 (41.3%)	+0.3%	+84 (40.2%)	-0.3%
30 to 34	+60 (54.1%)	+44 (62.9%)	+3.6%	+53 (58.9%)	+2.5%
35 to 39	+51 (94.4%)	+38 (102.7%)	+2.9%	+42 (89.4%)	-1.1%
40 to 49	+37 (78.7%)	+24 (75.0%)	-1.4%	+31 (77.5%)	-1.9%
50 or Older	+17 (68.0%)	+10 (66.7%)	-0.5%	+12 (54.6%)	-4.6%

[A] **Change in Successes** = Number of students that completed the course with a grade of A, B, C, P, IA, IB, IC, or IPP
[B] **Change in Success Rate** = (A, B, C, P, IA, IB, IC, and IPP Grades / A, B, C, D, F, P, NP, I*, IPP, INP, FW, and W Grades) × 100
[C] **Change in Retention Rate** = (A, B, C, D, F, I*, IPP, P, NP, & FW Grades / A, B, C, D, F, FW, I*, IPP, P, NP, FW, & W Grades) × 100

Post-AB 705 Change in Course Enrollment and Success:

Enrollment in transfer-level English courses **increased** in all age ranges post AB 705 (+1,658 enrollments), most notably in the 19 or less age group (+1,226 enrollments, from 819 to 2,045). Additionally, the number of successes also **increased** in all age ranges post AB 705 (+925 enrollments).

However, **success rates fell** in most age categories (overall decrease of -3.9%), with the largest **decreases** occurring in the 19 or less and 20 to 24 age groups (-6.4% and -5.2%, respectively). Notable success rate **increases** were seen in three age groups, with the highest increase being seen in the 30 to 34-year old's (+3.6%) followed by the 35 to 39-year old's (+2.9%).

Taken together, the SBCCD implementation of the AB 705 legislation has been successful. We have increased enrollments and success in transfer-level English across all age categories.

Note: See tables 1, 5, and 9 below for a more detailed district and college-level analysis of course enrollments and successes in transfer-level English.

Post-AB 705 Change in Course Retention:

As seen with course enrollments and successes, course retention in transfer-level English also **increased** in all age ranges post AB 705, most notably in the 19 or less age group (+1,064, increase from 746 to 1,810).

However, retention rates **fell** in most age categories, with the largest **decrease** occurring in the 50 or older age group (-4.6%). The 30 to 34-year old's had a notable **increase** in retention rate (+2.5%)

Note: See Tables 2, 6, and 10 below for a more detailed district and college-level analysis of course retention and retention rate in transfer-level English.

TRANSFER-LEVEL MATH:

Table D: Change in Course Enrollment, Successes, and Retention Post-AB 705 by Age (SBCCD)

	Change in Enrollments	Change in Successes[A]	Change in Success Rate[B]	Change in Retention	Change in Retention Rate[C]
19 or Younger	+1109 (176.3%)	+389 (107.5%)	-14.4%	+966 (174.5%)	-0.5%
20 to 24	+151 (20.0%)	+77 (19%)	-0.5%	+115 (18.2%)	-1.2%
25 to 29	+91 (33.8%)	+50 (32.6%)	-0.6%	+87 (40.6%)	+4.0%
30 to 34	+45 (38.5%)	+34 (50%)	+5.1%	+43 (47.3%)	+5.1%
35 to 39	+33 (54.1%)	+20 (52.7%)	-0.6%	+28 (58.2%)	+2.1%
40 to 49	+25 (55.6%)	+17 (58.4%)	+0.7%	+27 (80.1%)	+8.6%
5o or Older	+11 (57.9%)	+1 (5.4%)	-20.5%	+10 (63.1%)	+4.0%

[A] **Change in Successes** = Number of students that completed the course with a grade of A, B, C, P, IA, IB, IC, or IPP
[B] **Change in Success Rate** = (A, B, C, P, IA, IB, IC, and IPP Grades / A, B, C, D, F, P, NP, I*, IPP, INP, FW, and W Grades) × 100
[C] **Change in Retention Rate** = (A, B, C, D, F, I*, IPP, P, NP, & FW Grades / A, B, C, D, F, FW, I*, IPP, P, NP, FW, & W Grades) × 100

Post-AB 705 Change in Course Enrollment and Success:

Enrollment in transfer-level Math courses **increased** in all age ranges post AB 705 (+1,465 enrollments), most notably in the 19 or less age group (+1,109 enrollments, from 629 to 1,738). Additionally, the number of successes also **increased** in all age ranges post AB 705 (+588 enrollments).

However, **success rates decreased** in most age categories (overall decrease of -7.1%), with the largest **decreases** occurring in the 50 or older and the 19 or less age groups (-20.5% and -14.4%, respectively). Notable success rate **increases** were seen in the 30 to 34-year old's (+5.1%).

Taken together, the SBCCD implementation of the AB 705 legislation has been successful in **increasing** access to and success in transfer-level Math across all age categories. The **decrease** in success rate in transfer-level Math is a CCC system-wide phenomenon that is being addressed through curriculum changes and tutoring.

Note: See Tables 3, 7, and 11 below for a more detailed district and college-level analysis of course enrollments and successes in transfer-level Math.

Post-AB 705 Change in Course Retention:

As seen with course enrollments and successes, course retention in transfer-level Math also **increased** in all age ranges post AB 705, most notably in the 19 or less age group (+966, increase from 553 to 1,738).

However, unlike transfer-level English, retention rates in transfer-level Math had **notable increases** for all age groups except for 19 or less and 20 to 24 old's (-0.5% and -1.2%, respectively).

Note: See Tables 4, 8, and 12 below for a more detailed district and college-level analysis of course retention and retention rate in transfer-level Math.

COURSE SUCCESS AND RETENTION BY AGE (SBCCD)

Table 1: Comparison of Transfer-Level English Success Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Success Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-English Course Successes Post-AB 705 (C-A)
	Average Enrollment	Average Number of Success (A)	Average Success Rate (B)	Total Enrollment	Number of Success (C)	Success Rate (D)		
19 or Less	819	544	66.4%	2045	1227	60.0%	-6.4%	683 (+125.6%)
20 to 24	615	370	60.2%	783	430	54.9%	-5.2%	60 (+16.2%)
25 to 29	244	160	65.6%	343	226	65.9%	+0.3%	66 (+41.3%)
30 to 34	111	70	63.1%	171	114	66.7%	+3.6%	44 (+62.9%)
35 to 39	54	37	68.5%	105	75	71.4%	+2.9%	38 (+102.7%)
40 to 49	47	32	68.1%	84	56	66.7%	-1.4%	24 (+75.0%)
50 or older	25	15	60.0%	42	25	59.5%	-0.5%	10 (+66.7%)

Table 2: Comparison of Transfer-Level English Retention Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Retention Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-English Course Retention Post-AB 705 (C-A)
	Average Enrollment	Average Number Retained (A)	Average Retention Rate (B)	Total Enrollment	Number Retained (C)	Retention Rate (D)		
19 or Less	819	746	91.1%	2045	1810	88.5%	-2.6%	1064 (+142.6%)
20 to 24	615	521	84.7%	783	655	83.7%	-1.1%	134 (+25.7%)
25 to 29	244	209	85.7%	343	293	85.4%	-0.3%	84 (+40.2%)
30 to 34	111	90	81.1%	171	143	83.6%	+2.5%	53 (+58.9%)
35 to 39	54	47	85.9%	105	89	84.8%	-1.1%	42 (+89.4%)
40 to 49	47	40	86.4%	84	71	84.5%	-1.9%	31 (+77.5%)
50 or older	25	22	85.5%	42	34	80.9%	-4.6%	12 (+54.6%)

Table 3: Comparison of Transfer-Level Math Success Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Success Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-Math Course Successes Post-AB 705 (C-A)
	Average Enrollment	Average Number of Success (A)	Average Success Rate (B)	Total Enrollment	Number of Success (C)	Success Rate (D)		
19 or Less	629	362	57.6%	1738	751	43.2%	-14.4%	389 (+107.5%)
20 to 24	755	407	53.9%	906	484	53.4%	-0.5%	77 (+19%)
25 to 29	269	152	56.7%	360	202	56.1%	-0.6%	50 (+32.6%)
30 to 34	117	69	58.5%	162	103	63.6%	+5.1%	34 (+50%)
35 to 39	61	37	61.2%	94	57	60.6%	-0.6%	20 (+52.7%)
40 to 49	45	30	66.4%	70	47	67.1%	+0.7%	17 (+58.4%)
50 or older	19	12	63.8%	30	13	43.3%	-20.5%	1 (+5.4%)

Table 4: Comparison of Transfer-Level Math Retention Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Retention Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-Math Course Retention Post-AB 705 (C-A)
	Average Enrollment	Average Number Retained (A)	Average Retention Rate (B)	Total Enrollment	Number Retained (C)	Retention Rate (D)		
19 or Less	629	553	87.9%	1738	1519	87.4%	-0.5%	966 (+174.5%)
20 to 24	755	633	83.8%	906	748	82.6%	-1.2%	115 (+18.2%)
25 to 29	269	215	79.9%	360	302	83.9%	+4.0%	87 (+40.6%)
30 to 34	117	91	77.6%	162	134	82.7%	+5.1%	43 (+47.3%)
35 to 39	61	49	79.8%	94	77	81.9%	+2.1%	28 (+58.2%)
40 to 49	45	37	82.8%	70	64	91.4%	+8.6%	27 (+80.1%)
50 or older	19	15	79.3%	30	25	83.3%	+4.0%	10 (+63.1%)

COURSE SUCCESS AND RETENTION BY AGE (SBVC)

Table 5: Comparison of Transfer-Level English Success Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Success Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-English Course Successes Post-AB 705 (C-A)
	Average Enrollment	Average Number of Success (A)	Average Success Rate (B)	Total Enrollment	Number of Success (C)	Success Rate (D)		
19 or Less	366	221	60.5%	1295	688	53.1%	-7.3%	467 (+210.8%)
20 to 24	429	248	57.8%	573	308	53.8%	-4.1%	60 (+24.1%)
25 to 29	178	112	62.7%	265	164	61.9%	-0.8%	52 (+46.9%)
30 to 34	86	52	60.7%	127	79	62.2%	+1.5%	27 (+51.9%)
35 to 39	42	28	65.9%	80	56	70.0%	+4.1%	28 (+102.4%)
40 to 49	37	25	66.7%	65	41	63.1%	-3.6%	16 (+66.2%)
50 or older	21	12	56.3%	34	19	55.9%	-0.4%	7 (+58.3%)

Table 6: Comparison of Transfer-Level English Retention Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Retention Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-English Course Retention Post-AB 705 (C-A)
	Average Enrollment	Average Number Retained (A)	Average Retention Rate (B)	Total Enrollment	Number Retained (C)	Retention Rate (D)		
19 or Less	366	322	87.9%	1295	1117	86.3%	-1.7%	795 (+246.9%)
20 to 24	429	362	84.2%	573	474	82.7%	-1.5%	112 (+31.1%)
25 to 29	178	151	85.0%	265	223	84.2%	-0.9%	72 (+47.4%)
30 to 34	86	68	79.4%	127	105	82.7%	+3.3%	37 (+54.4%)
35 to 39	42	36	84.9%	80	68	85.0%	+0.1%	32 (+90.7%)
40 to 49	37	32	85.6%	65	55	84.6%	-1.0%	23 (+73.7%)
50 or older	21	18	85.9%	34	27	79.4%	-6.5%	9 (+47.3%)

Table 7: Comparison of Transfer-Level Math Success Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Success Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-Math Course Successes Post-AB 705 (C-A)
	Average Enrollment	Average Number of Success (A)	Average Success Rate (B)	Total Enrollment	Number of Success (C)	Success Rate (D)		
19 or Less	278	168	60.3%	1128	462	40.9%	-19.4%	294 (+175.5%)
20 to 24	505	263	52.1%	558	297	53.2%	+1.1%	34 (+12.9%)
25 to 29	196	109	55.7%	246	133	54.1%	-1.6%	24 (+22.0%)
30 to 34	93	54	57.5%	118	77	65.3%	+7.8%	23 (+43.5%)
35 to 39	46	28	61.6%	68	38	55.9%	-5.7%	10 (+34.1%)
40 to 49	37	24	63.4%	48	33	68.8%	+5.4%	9 (+39.4%)
50 or older	16	11	70.2%	23	9	39.1%	-31.1%	-2 (-18.2%)

Table 8: Comparison of Transfer-Level Math Retention Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Retention Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-Math Course Retention Post-AB 705 (C-A)
	Average Enrollment	Average Number Retained (A)	Average Retention Rate (B)	Total Enrollment	Number Retained (C)	Retention Rate (D)		
19 or Less	278	245	88.1%	1128	976	86.5%	-1.6%	731 (+298.4%)
20 to 24	505	419	83.1%	558	452	81.0%	-2.1%	33 (+7.8%)
25 to 29	196	156	79.9%	246	201	81.7%	+1.8%	45 (+28.6%)
30 to 34	93	72	77.1%	118	100	84.8%	+7.6%	28 (+38.9%)
35 to 39	46	37	79.7%	68	54	79.4%	-0.3%	17 (+47.3%)
40 to 49	37	31	82.1%	48	44	91.7%	+9.5%	13 (+43.5%)
50 or older	16	13	85.1%	23	20	86.9%	+1.9%	7 (+50.0%)

COURSE SUCCESS AND RETENTION BY AGE (CHC)

Table 9: Comparison of Transfer-Level English Success Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Success Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-English Course Successes Post-AB 705 (C-A)
	Average Enrollment	Average Number of Success (A)	Average Success Rate (B)	Total Enrollment	Number of Success (C)	Success Rate (D)		
19 or Less	453	322	71.2%	750	539	71.9%	+0.7%	217 (+67.2%)
20 to 24	186	121	65.4%	210	122	58.1%	-7.3%	1 (+0.5%)
25 to 29	66	48	72.9%	78	62	79.5%	+6.6%	14 (+28.3%)
30 to 34	26	18	70.1%	44	35	79.6%	+9.4%	17 (+94.4%)
35 to 39	12	9	72.9%	25	19	76.0%	+3.0%	10 (+111.1%)
40 to 49	10	8	79.3%	19	15	78.9%	-0.4%	7 (+95.7%)
50 or older	4	3	75.0%	8	6	75.0%	+0.0%	3 (+100.0%)

Table 10: Comparison of Transfer-Level English Retention Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Retention Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-English Course Retention Post-AB 705 (C-A)
	Average Enrollment	Average Number Retained (A)	Average Retention Rate (B)	Total Enrollment	Number Retained (C)	Retention Rate (D)		
19 or Less	453	424	93.7%	750	693	92.4%	-1.3%	269 (+63.4%)
20 to 24	186	159	85.8%	210	181	86.2%	+0.4%	22 (+13.6%)
25 to 29	66	58	87.4%	78	70	89.7%	+2.3%	12 (+20.7%)
30 to 34	26	22	87.0%	44	38	86.4%	-0.6%	16 (+70.1%)
35 to 39	12	11	89.2%	25	21	84.0%	-5.2%	10 (+90.9%)
40 to 49	10	9	89.7%	19	16	84.2%	-5.4%	7 (+84.6%)
50 or older	4	3	83.3%	8	7	87.5%	+4.2%	4 (+110.0%)

Table 11: Comparison of Transfer-Level Math Success Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Success Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-Math Course Successes Post-AB 705 (C-A)
	Average Enrollment	Average Number of Success (A)	Average Success Rate (B)	Total Enrollment	Number of Success (C)	Success Rate (D)		
19 or Less	351	194	55.4%	610	289	47.4%	-8.0%	95 (+48.7%)
20 to 24	250	144	57.5%	348	187	53.7%	-3.7%	43 (+30.2%)
25 to 29	73	43	59.4%	114	69	60.5%	+1.2%	26 (+59.2%)
30 to 34	24	15	62.5%	44	26	59.1%	-3.4%	11 (+73.3%)
35 to 39	15	9	60.0%	26	19	73.1%	+13.1%	10 (+111.1%)
40 to 49	7	6	81.8%	22	14	63.6%	-18.2%	8 (+133.3%)
50 or older	4	1	36.4%	7	4	57.1%	+20.8%	3 (+200.0%)

Table 12: Comparison of Transfer-Level Math Retention Rates Pre- and Post-AB 705

	3-YEAR AVERAGE (FALL 2016, 2017, 2018)			FALL 2019 – AB 705			Course Retention Rate Difference Pre-AB 705 vs. Post-AB 705 (D-B)	Increase in TL-Math Course Retention Post-AB 705 (C-A)
	Average Enrollment	Average Number Retained (A)	Average Retention Rate (B)	Total Enrollment	Number Retained (C)	Retention Rate (D)		
19 or Less	351	308	87.8%	610	543	89.0%	1.2%	235 (+76.1%)
20 to 24	250	213	85.3%	348	296	85.1%	-0.3%	83 (+38.8%)
25 to 29	73	58	79.9%	114	101	88.6%	+8.7%	43 (+73.1%)
30 to 34	24	19	79.2%	44	34	77.3%	-1.9%	15 (+78.9%)
35 to 39	15	12	80.0%	26	23	88.5%	+8.5%	11 (+91.7%)
40 to 49	7	6	86.4%	22	20	90.9%	+4.5%	14 (+215.8%)
50 or older	4	2	54.5%	7	5	71.4%	+16.9%	3 (+150.0%)

SAN BERNARDINO COMMUNITY COLLEGE

DISTRICT TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Stacey K. Nikac, Administrative Officer

DATE: June 11, 2020

SUBJECT: Applause Cards

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

The attached individuals have received special recognition for extending that extra effort in providing quality service and valued assistance.

ANALYSIS

The *Caring Hands* Applause Card was developed so that employees, students, visitors, and vendors have an opportunity to recognize someone at SBCCD who provides outstanding quality and service.

At the Chancellor's Holiday Party and Service Awards in December, recipients with the most applause cards awarded at SBVC, CHC, and District are recognized and presented with an award.

INSTITUTIONAL VALUES

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None

Applause Cards

Submitted for Information June 11, 2020

SITE	NAME		DEPARTMENT	DETAILS OF SERVICE	RECOGNIZED BY
Crafton Hills College	Rejoice	Chavira	EOPS	Rejoice, you are always there to lend a hand. You make everyone feel welcome. I appreciate everything you do for myself, department, and students. You're awesome.	Veronica Lehman
Crafton Hills College	Tracy	Gray	Technology Services	A joy to work with. So skilled and love that she keeps quoting Wayne's mantra of "Students first!"	Diane Pfahler
Crafton Hills College	Claudia	Hayton	Financial Aid	Very friendly and sweet! Helped me open my file quickly and provided me with all information I needed.	Megan Johnson
Crafton Hills College	Claudia	Hayton	Financial Aid	Extremely Knowledgeable, Friendly to speak with, was able to make my experience enjoyable	Adiyam Coleman
Crafton Hills College	Claudia	Hayton	Financial Aid	Very helpful. Extremely patient and nice.	Viridiana M.
Crafton Hills College	Claudia	Hayton	Financial Aid	She was very sweet and informative. I got all of the information I needed easily. Thanks Claudia!	Lily Enderson
Crafton Hills College	Claudia	Hayton	Financial Aid	Claudia was very helpful during our meeting to open my file for the 20-21 school year. She explained everything thoroughly and was very polite.	Ashley Rodriguez
Crafton Hills College	Claudia	Hayton	Financial Aid	Very helpful and friendly service.	Nathan More

Crafton Hills College	Claudia	Hayton	Financial Aid	She was very sweet and easy to talk to. She made me feel very comfortable in our meeting and answered all of my questions.	Jaidy Baez
Crafton Hills College	Claudia	Hayton	Financial Aid	Opening file was very convenient specially with the use of cranium cafe. Thanks to Claudia my 2020-2021 file was processed smoothly.	Reynold
Crafton Hills College	Elizabeth	Langenfeld	English 101	Professor helped me with my writing skills!	Irene Evangelina Hernandez
Crafton Hills College	Janine	Ledoux	Health and Nutrition	Helps with food insecurities!	Irene Evangelina Hernandez
Crafton Hills College	Janine	LeDoux	Kinesiology/Fitness	Thank you so much Janine for hanging in there with this crazy semester. You made online fitness real and good! Thanks for the support....	Corinne L
Crafton Hills College	Miriam	Mathew	Financial Aid	It is an excellent field to work in.	Claudia Hayton
Crafton Hills College	Julie	McKee	Sociology	Professor took us on a trip to San Juan Capistrano. Thank you!	Irene Hernandez
Crafton Hills College	Karen	Mottl	Technology Services	Excellent work and interpersonal skills! So helpful!	Diane Pfahler
Crafton Hills College	Evan	Sternard	Counseling	He was very knowledgeable and kind. Answered all of my questions easily. Thank you Professor Sternard!	Lily Enderson
DSO	Arlene	McGowan	IT	Arlene has been a great teacher and help to our office. I am truly grateful for all the help and guidance. You have made our lives much easier. Thank you!!	Veronica Lehman, Financial Aid
DSO	Roger	Robles	IT	Roger is a pleasure to work with. He is extremely knowledgeable and patient. Thank you for all your help! I really appreciate it.	Veronica Lehman

San Bernardino Valley College	Mary	Lawler	Physical Education	Knowledgeable, enthusiastic instructor that truly love what she does and it shows.	Michelle
San Bernardino Valley College	Mary	Lawler	Kinesiology	Mrs. Lawler has by far been the most helpful, informative, and caring professor I've had in all of my years at Valley. She goes above & beyond to help all of her students.	Marlon Duarte
San Bernardino Valley College	Dr. Craig	Luke	Promise Program	Dr. Luke has been the best teacher I've had at Valley thus far. He is understanding, accommodative, very thorough and applies his life experiences to what he's teaching.	Destiny Roel
San Bernardino Valley College	Dr. Craig	Luke	First Year Experience	Great professor, makes learning fun and relatable for students. Always receives his students with a warm welcome.	Ana K. Vazquez Gomez
San Bernardino Valley College	Matthew	Nordstrom	Geography	Professor Nordstrom hung in there with us after our Weather and Climate class was not able to meet. He met with us through conferences. Great class! Great teacher!	Corinne L
San Bernardino Valley College	Kay Dee	Yarbrough	Office of Instruction	Kay Dee has a lot on her plate. She however, always takes the time to listen. Which is uncommon. I appreciate her and her hard work.	Mary Lawler
San Bernardino Valley College	Rangle	Zarate	English	This teacher inspire students to work together. He provides a safe place for the education of all regardless of background gender or ethnicity. He’s one of the best.	Christopher Harris

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Stacey K. Nikac, Administrative Officer

DATE: June 11, 2020

SUBJECT: 2020 Board Master Planning Action Calendar

RECOMMENDATION

This item is for information only.

OVERVIEW

The 2020 Board Master Planning Action Calendar is a schedule of items for board discussion or action. Board items are subject to change and board meeting dates and times are posted on the district website 72-hours prior to the meeting date www.sbccd.edu.

ANALYSIS

The 2020 Board Master Planning Action Calendar serves as a blueprint that can be used to increase transparency and efficiency districtwide.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

No impact to the budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Board Master Planning Action Calendar

As of 5/20/2020 10:27 AM

Monthly	B&FS	- Fund Balance Transfer Resolution - Ratification of Interfund Transfers - Cash Flow Analysis - Budget Report w/memo - FTES Reports	- Events/CBOC Meeting - Individual Memberships - Conferences Over $5K or Outside US - Signature List Changes - Vacation Payout	- Contracts Above Bid Limit - Contracts Below Bid Limit - Purchase Order Report - Surplus Property
	FPC	- RFQ/RFP/Bid & Contract Award - Informal Bid Award (UCCAP)	- Small Scale Construction Contract Award - Non-Bond Construction COs/Amendments	- Bond Construction COs/Amendments - CBOC Appointees
	HR	- Closed Session Items (Separate Agenda) - Appoint Employees - Appoint Interim Managers - Appoint Temporary Academic Employees - Employee Promotions - Employee Reclassifications - Employee Step Increase	- Employee Transfers - Non-Instructional Pay - Resignations & Retirements - Salary Advancement-Academic - Tuition Reimbursement for Managers - Volunteers - Adjunct/Substitute Academic	- Pay Stipends - Job Descriptions - CSEA/CTA Agreements - CSEA/CTA MOUs - Professional Expert,Short-Term,Subs - 39-Month Reemployment
	OOC & PRES	- AB 705 Report - Accreditation Timeline - Applause Report - Board Committee Reports	- Board Master Planning Action Calendar - Board Policies & Procedures - Chancellor's Report - Clery Report	- Curriculum - Key Performance Indicators - Minutes

JANUARY	FEBRUARY	MARCH
• Budget Calendar *(by 2/1)*	• Closed Session – Notice of Intent to Non-Renew *(by 3/15)*	• CBOC Annual Report *(by 3/31)*
• Budget Directives 1st Reading	• Budget Directives 2nd Reading/Approval • *(by 3/1)*	• Selection of Auditor *(by 4/1)*
• National Community College Month Resolution *(by 2/1)*	• Nonresident Tuition Fee *(by 3/1)*	• Certified Quarterly Financial Status Report *(by 11/15, 2/15, 5/15)*
• Sabbaticals Granted	• Apportionment Attendance Report P1	• Grant Tenure/Tenure Contracts
	• Quarterly Investment Report	• Elect BOT Self-Evaluation Ad Hoc Committee and Approval of Evaluation Instrument & Process
		• Classified Employee of the Year *(by 3/15)*

APRIL	MAY	JUNE
• Interfund Transfer Resolution	• Quarterly Investment Report	• AP/BP 6320 Investments 1st Reading *(annually)*
• Constitutional Advance *(optional)*	• Apportionment Attendance Report P2	• Certified Quarterly Financial Status Report *(by 11/15, 2/15, 5/15)*
• HR Diversity in Hiring Report *(April & October)*	• EEO Multiple Method Certification *(by 6/1)*	• Authorized Signature List *(annually)*
• 4/10 Alternate Summer Work Schedule for Management & Confidential Employees	• Board Orientation Handbook 2nd Reading	• Bank Accounts *(annually)*
• Board Orientation Handbook 1st Reading	• Preliminary Budget & Presentation *(study session)*	• Tentative Budget *(by 7/1)*
• District Technology Strategic Plan – 1st Reading (last plan 2020-2023)	• Resolution for Outgoing Student Trustees	• Prop 30 EPA Expenditures Resolution *(annually)*
	• ACCJC Institutional Self-Evaluation Report 1st Reading *(by 8/1 every six years. Last report 2014)*	• GANN Limit *(by 7/1)*
	• District Technology Strategic Plan – 2nd Reading (last plan 2020-2023)	• Meals, Refreshments, Open POs for Next FY
		• Order of Election and the Specifications of the Election Order *(every 2 years on even numbered years)*
		• New Student Trustee Orientation
		• ACCJC Institutional Self-Evaluation Report 2nd Reading/Approval *(by 8/1 every six years. Last report 2014)*

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Board Master Planning Action Calendar

As of 5/20/2020 10:27 AM

Monthly

B&FS	- Fund Balance Transfer Resolution - Ratification of Interfund Transfers - Cash Flow Analysis - Budget Report w/memo - FTES Reports	- Events/CBOC Meeting - Individual Memberships - Conferences Over $5K or Outside US - Signature List Changes - Vacation Payout	- Contracts Above Bid Limit - Contracts Below Bid Limit - Purchase Order Report - Surplus Property
FPC	- RFQ/RFP/Bid & Contract Award - Informal Bid Award (UCCAP)	- Small Scale Construction Contract Award - Non-Bond Construction COs/Amendments	- Bond Construction COs/Amendments - CBOC Appointees
HR	- Closed Session Items (Separate Agenda) - Appoint Employees - Appoint Interim Managers - Appoint Temporary Academic Employees - Employee Promotions - Employee Reclassifications - Employee Step Increase	- Employee Transfers - Non-Instructional Pay - Resignations & Retirements - Salary Advancement-Academic - Tuition Reimbursement for Managers - Volunteers - Adjunct/Substitute Academic	- Pay Stipends - Job Descriptions - CSEA/CTA Agreements - CSEA/CTA MOUs - Professional Expert,Short-Term,Subs - 39-Month Reemployment
OOC & PRES	- AB 705 Report - Accreditation Timeline - Applause Report - Board Committee Reports	- Board Master Planning Action Calendar - Board Policies & Procedures - Chancellor's Report - Clery Report	- Curriculum - Key Performance Indicators - Minutes

JULY	AUGUST	SEPTEMBER
• AP/BP 6320 Investments 2nd Reading/Approval *(annually)*	• Quarterly Investment Report	• Final Budget Public Hearing and Approval *(by 9/15)*
• Transfer of Appropriations Resolution *(annually)*	• Prop 30 EPA Expenditure Accounting *(if figures change dramatically based on ReCalc)*	• Initial Proposals to Reopen Negotiations with CSEA/CTA
• Board Meeting Dates for Next FY	• Apportionment Attendance Report P3	• Annual Security Report (by 10/1)
• Reaffirm Institutional Values, SBCCD Strategic Directions, and Board Priorities	• Final Budget Presentation *(study session)*	• ACCJC Midterm Report 2nd Reading/Approval *(by 10/1 every six years. Last report 2017)*
• Elect Chancellor's Self-Evaluation Ad Hoc Committee and Approval of Evaluation Instrument & Process	• ACCJC Midterm Report 1st Reading *(by 10/1 every six years. Last report 2017)*	

OCTOBER	NOVEMBER	DECEMBER
• HR Diversity in Hiring Report *(April & October)*	• Closed Session – Notice of Intent to Non-Renew	• Closed Session – Notice of Intent to Non-Renew
	• Quarterly Investment Report	• Certified Quarterly Financial Status Report *(by 11/15, 2/15, 5/15)*
	• Annual Sabbatical Completion Report from last spring and fall *(by first semester after return)*	• Reaffirm FCC Auction Guiding Principles *(annually)*
		• Audit Reports: District, CBOC, KVCR *(by 12/31)*
		• New Trustee Orientation *(every 2 years on even numbered years, if new trustees are elected)*
		• BOT Annual Organizational Meeting
		• BOT Committee Member Assignments
		• BOT Member Assignment to the SBRETCJPA
		• BOT Member Assignment County Committee on School District Organization
		• BOT Executive Board

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

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

DATE: June 11 ,2020

SUBJECT: Budget Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The attached Revenue and Expenditure Summary reflects activity for the 2019-20 fiscal year through May 19, 2020. As of that date, SBCCD was 88.2% through the fiscal year and had spent and/or encumbered approximately 77.8% of its budgeted general fund.

ANALYSIS

While year to date revenue and/or expenditure percentages often vary from the percentage of fiscal year elapsed, all funds are expected to remain within the 2019-20 budget unless noted here. For explanations of any significant variances in year to date revenues/expenditures from fiscal year elapsed, please see the attached summary.

INSTITUTONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item

Budget Revenue & Expenditure Summary

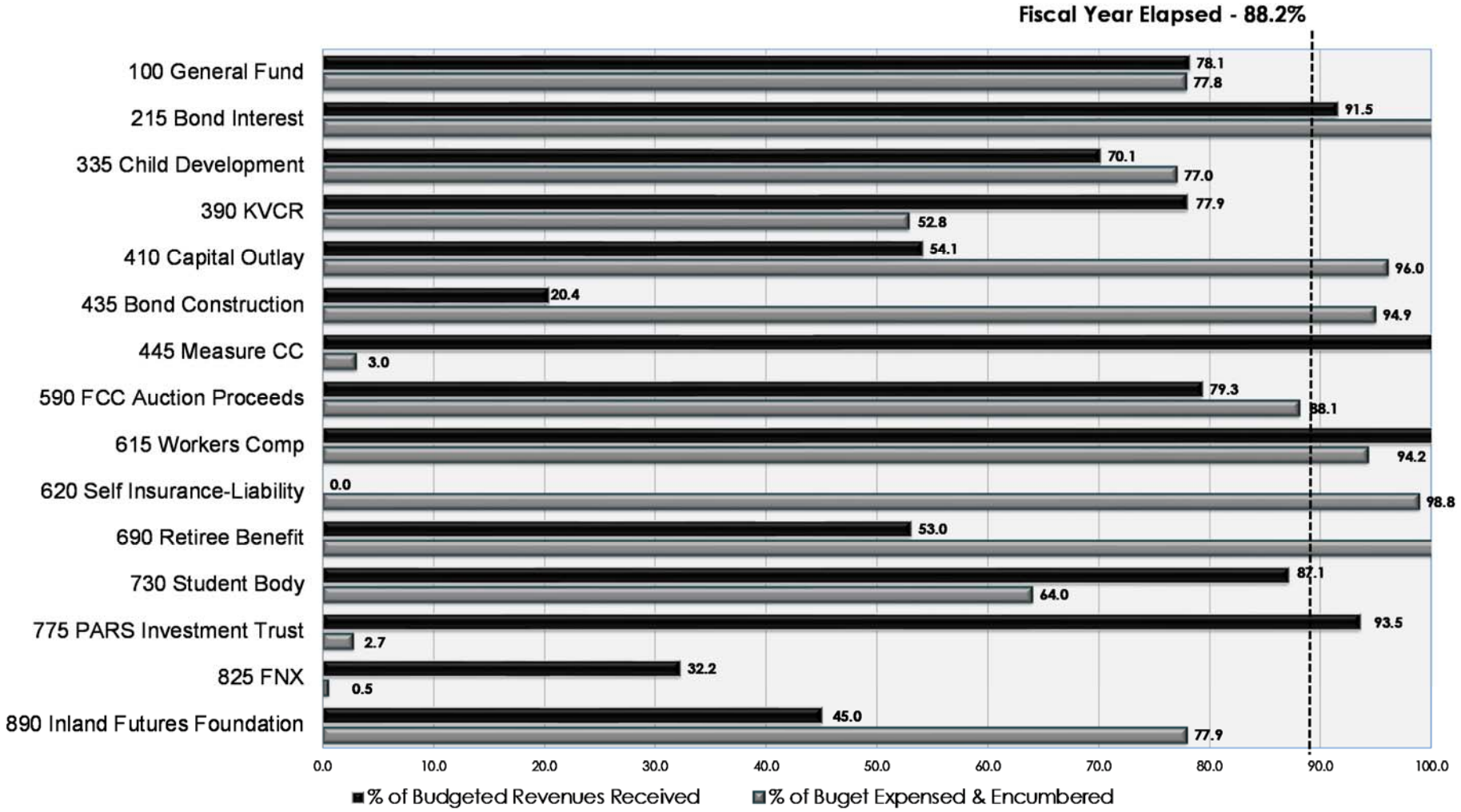
Year to Date 05/19/2020

88.2% of Fiscal Year Elapsed

	REVENUES			EXPENDITURES			
	Budget	Received YTD		Budget	Expensed/ Encumbered YTD		COMMENTS
100 General Fund	$ 181,166,858	$ 141,499,351	78.1%	$ 188,018,424	$ 146,322,115	77.8%	
215 Bond Interest & Redemption	$ 48,250,000	$ 44,140,240	91.5%	$ 30,750,000	$ 37,964,427	123.5%	*Taxes are determined and collected by the County for bond measures; SBCCD does not control this fund. County initiated budget adjustment in process.*
335 Child Development	$ 3,825,649	$ 2,681,977	70.1%	$ 3,825,649	$ 2,945,662	77.0%	*Recording grant revenue for February in process.*
390 KVCR	$ 4,746,407	$ 3,698,293	77.9%	$ 7,023,285	$ 3,711,459	52.8%	*Revenue and expenditure budgets are currently under review.*
410 Capital Outlay Projects	$ 2,565,391	$ 1,386,968	54.1%	$ 3,703,867	$ 3,557,285	96.0%	*RDA revenue posted by the County.*
435 Bond Construction	$ 39,900	$ 8,125	20.4%	$ 5,771,123	$ 5,477,662	94.9%	*Interest income expected to be posted in May. $2.9 million for Highland property purchase included in expenses.*
445 Measure CC	$ 300,000,000	$ 300,222,133	100.1%	$ 300,000,000	$ 8,883,172	3.0%	*Bond proceeds received and interest income posted. Expenditures are consistent with the current needs of the bond projects.*
590 FCC Auction Proceeds	$ 4,772,966	$ 3,785,902	79.3%	$ 26,804,046	$ 23,612,804	88.1%	
615 Workers Compensation	$ 1,480,000	$ 1,682,806	113.7%	$ 1,820,000	$ 1,715,137	94.2%	*$266,576 revenue received in January.*
620 Self Insurance-Liability	$ 565,000	$ 557,193	98.6%	$ 905,000	$ 894,472	98.8%	
690 Retiree Benefit	$ 250,200	$ 132,718	53.0%	$ 250,200	$ 357,575	142.9%	*Cash reconciliation (revenue) expected to be completed in May. Expenditures are consistent with retiree benefit obligations.*
730 Student Body Center Fee	$ 303,567	$ 264,279	87.1%	$ 345,567	$ 221,084	64.0%	*Expenditures are consistent with the needs of this program.*
775 PARS Investment Trust	$ 12,750,000	$ 11,927,252	93.5%	$ 3,100,000	$ 83,361	2.7%	*Interfund transfers-out (expenditures) posted annually.*
825 FNX	$ 3,232,014	$ 1,041,423	32.2%	$ 3,232,014	$ 1,545,617	47.8%	*Revenues expected to be significantly lower than budget. Expenditures are consistent with terms of agreement.*
890 Inland Futures Foundation	$ 1,297,106	$ 583,533	45.0%	$ 1,297,106	$ 1,010,679	77.9%	*Revenues have slowed due to the current status of programs associated with this fund.*

Budget Revenue & Expenditure Summary

Year to Date 05/19/2020



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Christopher M. Crew, Senior Research & Planning Analyst

DATE: June 11, 2020

SUBJECT: CCFS-320 Apportionment Attendance Report for FY 2020 Period 2

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The CCFS-320 Apportionment Attendance Report for FY 2020 Period 2 has been submitted to the State Chancellor's Office.

ANALYSIS

The Period 2 report includes preliminary figures for the period July 1, 2019 – April 20, 2020 and uses annualizers to forecast fiscal year end data. The chart below summarizes the District's status as of P2 and provides comparison data.

Comparison – FY19 P3 vs FY20 P2						
FY 19 at Year End			FY 20 at P2		# Change	% Change
CHC	4,812		CHC	4,882	70	1.45%
SBVC	10,480		SBVC	11,441	961	9.17%
Total	15,292		Total	16,323	1031	6.74%

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Interim Vice Chancellor, Human Resources

DATE: June 11, 2020

SUBJECT: Chancellor Search Timeline and Community Inclusion

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

On December 12, 2019, Chancellor Baron announced his retirement, effective December 31, 2019. On January 1, 2020, Jose F. Torres assumed the position as Interim Chancellor for a period of six months. It is necessary for the San Bernardino Community College District to expeditiously find a Chancellor to lead the District. On March 17, 2020 the Board of Trustees reviewed and discussed the first draft of the timeline. April 9, 2020 the Board of Trustees approved the updated Chancellors Search timeline.

ANALYSIS

In order to meet the proposed timeline, all meetings and interviews must take place during the established date. If any event is postponed, we will be unable to host any campus forums with student and faculty participation. There will not be an impact to our fall accreditation visit by the extended search timeline. Accreditation standards require the governing board to delegate full responsibility to the district CEO to administer the Board's policies and ensure the quality and integrity of the district and colleges. That full delegation has been given to the interim Chancellor.

INSTITUTIONAL VALUES

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

FINANCIAL IMPLICATIONS

No impact to the budget.

Chancellor Search

Timeline and Community Inclusion

December 12, 2019	EBLAST - *SBCCD Chancellor Announces Retirement* (sent to faculty, staff and community leaders)
December 13, 2019	EBLAST – *Special Announcement & 2019 Year in Review* (sent to faculty, staff and community leaders)
January 14, 2020	SOCIAL MEDIA POST – *SBCCD Announces New Board President, Dr. Anne L. Viricel, Executive Board Appointment* (includes national chancellor search)
January 14, 2020	SOCIAL MEDIA POST – *Message from Interim SBCCD Chancellor Jose F. Torres*
February 13, 2020	Conference Call with Board of Trustees Ad Hoc Committee members and Association of Community Colleges Trustees (ACCT)
February 21, 2020	SOCIAL MEDIA POST – *SBCCD Launches National Search for Next Chancellor* (includes public forums time/date)
February 22, 2020	SOCIAL MEDIA POST/EVENT – *1st Public Forum: National Search for Chancellor* (March 4th 12:00 p.m. at SBVC)
February 22, 2020	SOCIAL MEDIA POST/EVENT – *1st Public Forum: National Search for Chancellor* (March 4th 2:00 p.m. at CHC)
February 22, 2020	SOCIAL MEDIA POST/EVENT – *1st Public Forum: National Search for Chancellor* (March 5th 3:00 p.m. at District Office)
February 22, 2020	SOCIAL MEDIA POST/EVENT – *1st Public Forum: National Search for Chancellor* (March 5th 5:00 p.m. at District Office)
February 24, 2020	PRESS RELEASE – The Sun Newspaper – *Search for new San Bernardino Community College District Chancellor Beings, public forums scheduled for community input*
March 4, 2020	Community forum at the SBVC, Room B-100
March 4, 2020	Community forum at the CHC, Room CHL 101
March 5, 2020	EBLAST – *Community Forum Announcement - National Search for Our 15th Chancellor* (sent to 20,926 students, faculty, and staff)
March 5, 2020	Community forum at the District office, Boardroom

March 5, 2020	Community forum at the District office, Boardroom
March 6, 2020	Search Committee Meeting with ACCT Consultant at the District office, Board Extension Room
April 9, 2020	SBCCD Board approved Chancellor Search Timeline extension.
April 16, 2020	EBLAST – *Selecting SBCCD's 15th Chancellor: Community Update* (extension of recruitment timeline) (sent to 20,926 students, faculty, and staff)
April 16, 2020	SOCIAL MEDIA POST – *Selecting SBCCD's 15th Chancellor: Community Update* (extension of recruitment timeline)

DEADLINES EXTENDED. THE FOLLING DATES IN RED HAVE BEEN CHANGED/EXTENDED:

~~April 17, 2020 – April 30, 2020 - Application review~~

~~Friday, May 1, 2020 – TIME TBD – HOLD ALL DAY Committee Meeting #2; Discuss and select candidates~~

~~Tuesday, May 12, 2020 at 8:00 a.m. – 5:00 p.m. – Interviews~~

~~Wednesday, May 13, 2020 at 8:00 a.m. – 5:00 p.m. – Interviews~~

~~Week of June 1, 2020 – Final candidates interview with the full Board of Trustees, tour campuses, participate in open forums, meet with direct reports; Board deliberation; Board selections first-choice candidates.~~

~~Week of June 8, 2020 – Members of the Governing Board conduct site visit to the first-choice candidate's institution~~

~~Week of June 15, 2020 Board of Trustees announces the next Chancellor of SBCCD~~

~~August 1, 2020 – Chancellor start date.~~

NEW EXTENDED/CHANGED DATES (approved by the SBCCD Board of Trustees on April 9, 2020):

March – Mid July 2020	Chancellor Profile posted on sbccd.edu and acctsearches.org. Targeted local, state-wide and national one-to-one recruitment commences; national advertising placed.
June 3, 2020	Conference Call with Board of Trustees Ad Hoc Committee members and Vice Chancellor, Human Resources & Police Services.
July 17, 2020	Target Date for Receipt of Applications (open until filled).
July 21 – July 30, 2020	Search Committee members review confidential applications

	independently on ACCT secure web portal.
August 4, 2020	Search Committee Meeting #2; Discuss and selection of 7 – 9 confidential semifinalist candidates.
August 18 - 19, 2020	Search Committee Meeting (#3); Confidential interviews with semifinalists; after the final interview, the Committee deliberates and selects 3 – 4 finalists to forward to the Board for further consideration.
Week of August 31, 2020	Final candidates interview with the full Board of Trustees, tour campuses, participate in open public forums, meet with direct reports; Board deliberation; Board selects first-choice candidate.
Week of September 7, 2020	Board members conduct a site visit to the first-choice candidate's institution.
Week of September 14, 2020	Board of Trustees announces the next Chancellor of the San Bernardino Community College District.
November 1, 2020	Start date or as determined between the Chancellor-elect and Board of Trustees.

Chancellor Search

Chancellor Search Committee Appointed Members

SBCCD Board of Trustees
- Dr. Anne L. Viricel, Chair
- Dr. Stephanie Houston, Vice Chair
- Gloria Macias Harrison, Clerk

Associated Students
- TBD, Crafton Hills College
- Sofiya Herrera, San Bernardino Valley College

Crafton Hills College Academic Senate
- TBD, President
- Christopher Oliver, Member

San Bernardino Valley College Academic Senate
- Dr. Celia Huston, Preceding President
- Dr. Amy Avelar, President

Crafton Hills College Classified Senate
- Rebecca Abeyta, Secretary

San Bernardino Valley College Classified Senate
- Judy Rodriguez, President

SBCCD California School Employees Association Chapter 291
- Kevin Palkki, President
- TBD, Member

SBCCD California Teachers Association
- Meridyth McLaren, President
- Jamie Herrera, Vice President

SBCCD Management Association
- Colleen Gamboa, District Support Operations
- Dr. Stephanie Lewis, San Bernardino Valley College
- Dr. Giovanni Sosa, Crafton Hills College

SBCCD Confidential Group
- Heather Ford, Executive Assistant to the Chancellor

Executive Management
- Dr. Kevin Horan, President, Crafton Hills College

Community Members
- Dr. Carlos Ayala, President, Growing Inland Achievement
- Hardy Brown II, Member, San Bernardino County Board of Education
- Sam Irwin, Vice President, Crafton Hills College Foundation

Appointees
- Dr. Christopher M. Crew, District Support Operations
- Rania Hamdy, San Bernardino Valley College
- Kashaunda Harris, Crafton Hills College

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Al Jackson, Chief of Police

DATE: June 11, 2020

SUBJECT: District Clery Act Compliance Report

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

Postsecondary educational institutions (institutions) that participate in student aid programs under Title IV of the Federal Higher Education Act of 1965, as amended, are required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) to create an annual security report by October 1 of each year. This security report must contain required crime statistics of the institution as well as certain security policy disclosures. When institutions do not comply with the Clery Act, they inhibit the ability of students and others to make informed decisions about campus security. Further, the U.S. Department of Education can impose financial penalties of up to $57,317 per violation against noncompliant institutions.

ANALYSIS

Monthly Report of Clery Crimes for April 2020 (See attached).

INSTITUTIONAL VALUES

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
CLERY ACT CRIMES
April 2020

ON CAMPUS:

CRAFTON HILLS COLLEGE

NO INCIDENTS TO REPORT

DSO

NO INCIDENTS TO REPORT

SAN BERNARDINO VALLEY COLLEGE

NO INCIDENTS TO REPORT

PUBLIC PROPERTY:

CRAFTON HILLS COLLEGE

NO INCIDENTS TO REPORT

DSO

NO INCIDENTS TO REPORT

SAN BERNARDINO VALLEY COLLEGE

NO INCIDENTS TO REPORT

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO:	Board of Trustees
FROM:	Jose F. Torres, Interim Chancellor
REVIEWED BY:	Jose F. Torres, Interim Chancellor
PREPARED BY:	Farrah Farzaneh, Director, Facilities Planning, Emergency Management & Construction
DATE:	June 11, 2020
SUBJECT:	Construction Contracts, Change Orders, and Amendments Below $60,000

RECOMMENDATION

This item is being submitted for information only. No action is necessary.

OVERVIEW

This Board item applies to small scale construction contracts, including any change orders or amendments, which total $60,000 or less pursuant to the California Uniform Construction Cost Accounting Act.

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 Education Code Section 81655 and Public Contract Code 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 applicable bid limits set by the Public Contract Code.

ANALYSIS

Per Public Contract Code 22032(a), public projects of $60,000 or less may be performed by the employees of a public agency by force account, by negotiated contract, or by purchase order. Informal proposals were solicited as necessary and an analysis of those received indicates that the contracts selected best suit the needs of SBCCD for the particular projects.

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

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The cost of these projects is included in the appropriate budgets.

Construction Contracts, Change Orders, and Amendments Below $60,000

Presented for Information on June 11, 2020

[v.5.20.2020.p.1|1]

Contract Awards

Contractor & Project	Amount	Funding
Qualified Equipment Service 03-1718-10A KJHP Transmitter and Antenna Installation	$5,500	Fund 590

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Steven J. Sutorus, Business Manager

DATE: June 11, 2020

SUBJECT: Contracts Below $95,200

RECOMMENDATION

This item is being presented for information only. No further 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 contract requests 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 $95,200. Construction services are not included in this board item.

INSTITUTONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

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

Contracts and Agreements

Board Date 06-11-2020

ControlNo	Vendor Name	Contract Type	Dept/Location	Expense	Income	Amended
19520	4 Imprint	Production of Logo Items	Instruction/SBVC	$8,591.20		
19489	4 Imprint	Production of Logo Items	Academic Success/SBVC	$13,907.64		
19542	ABM Industries Inc. dba ABM Building Solutions LLC	Repairs	Maintenance/ SBVC	$11,252.98		
19543	ABM Industries Inc. dba ABM Building Solutions LLC	Repairs	Maintenance/ SBVC	$10,302.00		
19476	ACCT - Association of Community Colleges Trustees	Professional Services	Chancellor/ SBCCD	$10,000.00		
19539	ACRA Machinery Inc	Repairs	Machine Trades/SBVC	$1,995.00		
19322	Airite Heating & Air Conditioning, Inc.	Repairs	Diesel/SBVC	$4,230.00		
19522	Amazon Web Service Inc.	Software/Online Services	TESS/SBCCD	$6,000.00		
19548	Applied Measurement Professionals	Software/Online Services	Resp Care/CHC	$7,000.00		
19527	Arlington Gardens Care Center	Clinicals	Nursing/SBVC	No Cost		
19521	ARS Enterprises, Inc.	Repairs	SINS/CHC	$1,984.62		

Contracts and Agreements

Board Date 06-11-2020

ControlNo	Vendor Name	Contract Type	Dept/Location	Expense	Income	Amended
19501	Art with Impact	Speaker/Online	Student Life/CHC	$2,000.00		
19475	Aurora Solar Inc.	Software/Online Services	Technical Training/SBVC	$2,460.00		
19477	Axon Enterprises, Inc.	Maintenance Agreement	District Police/SBCCD	$1,898.32		
19486	Bay Actuarial Consultants	Professional Services	Human Resources/SBCCD	$4,900.00		
19532	Beyond Labz LLC	Software/Online Services	Instruction/CHC	$10,350.00		
19496	boardbookit.com	Software/Online Services	Chancellor/ SBCCD	$7,900.00		
19483	BSN Sports Inc.	Production of Team Uniforms	Athletics/SBVC	$4,999.91		
19385	BSN Sports Inc.	Production of Team Uniforms	Athletics/SBVC	$1,837.48		
19323	BSN Sports Inc.	Production of Team Uniforms	Athletics/SBVC	$1,754.86		
19331	BSN Sports Inc.	Production of Team Uniforms	Athletics/SBVC	$988.53		
19272	BSN Sports Inc.	Production of Team Uniforms	Athletics/SBVC	$1,837.48		

Contracts and Agreements

Board Date 06-11-2020

ControlNo	Vendor Name	Contract Type	Dept/Location	Expense	Income	Amended
19303	BSN Sports Inc.	Production of Team Uniforms	Athletics/SBVC	$997.86		
19277	BSN Sports Inc.	Production of Team Uniforms	Athletics/SBVC	$5,178.47		
19541	California Consulting Inc.	Consultants	EDCT/SBCCD	$42,000.00		
19518	Cart Guy LLC, The	Repairs	Instruction/SBVC	$1,500.00		
19519	Carville, Robin dba STATco	Software/Online Services	Technical Training/SBVC	$1,800.00		
19093	Castillo, Salvador	Professional Services	Facilities Planning/SBCCD	$50,000.00		
19488	CIDI Labs, LLC	Software/Online Services	TESS/SBCCD	$38,275.00		
19503	Computerized Embroidery Company, The	Production of Logo Items	Psychiatric Technology/SBVC	$808.13		
19502	Crimestar Corp	Software/Online Services	District Police/SBCCD	$3,000.00		
19321	Crown Promotions Group Inc.	Production of Logo Items	Student Services/SBVC	$26,816.16		
19490	Crown Promotions Group Inc.	Production of Logo Items	Student Equity/SBVC	$5,457.61		

Contracts and Agreements

Board Date 06-11-2020

ControlNo	Vendor Name	Contract Type	Dept/Location	Expense	Income	Amended
19504	Daub, Shelley, MA, LCSW	Professional Services	Health Center/SBVC	$65,000.00		
19175	Digital Networks Group, Inc.	Purchase Agreement	Campus Tech/SBVC	$8,606.04		
19505	Doing Good Works	Production of Logo Items	EOP&S/SBVC	$8,000.00		
19506	Doing Good Works	Production of Logo Items	Foundation/SBVC	$2,358.94		
19179	DW Cloud Tech dba Ideametrics	Professional Services	TESS/SBCCD	$72,000.00		
18621	EBSCO Industries Inc.	General	Library/SBVC	$60,000.00		
19344	EC Construction	UCCAP	Maintenance/ SBVC	$66,900.00		
19296	Elsevier, Inc	Software/Online Services	Nursing/SBVC	$30,000.00		$6,295.00
19507	Environmental Management Technologies	Property Clean up	Facilities Planning/SBCCD	$6,000.00		
19487	Experis US Inc.	Professional Services	ATPC/SBCCD	$35,000.00		
19346	File Keepers, LLC	Software/Online Services	Foundation/CHC	$100.00		

Contracts and Agreements

Board Date 06-11-2020

ControlNo	Vendor Name	Contract Type	Dept/Location	Expense	Income	Amended
19479	File Keepers, LLC	Software/Online Services	Student Services/CHC	$30,000.00		
19499	Foreman, Rebecca	Professional Services	Mathematics/ SBVC	$3,250.00		
19162	Full Measure Education Inc.	Software/Online Services	Student Life/SBVC/CHC	$25,000.00		
19492	G/M Business Interiors	Installation	Student Services/CHC	$5,280.84		
19525	Gallup, Inc.	Software/Online Services	Career Center/CHC	$25,546.56		
19547	Gold Country Transcribing Inc.	Braille Transcribing	ATPC/SBCCD	$45,000.00		
19508	Harris, Dennis L. M.S., M.F.T	Professional Services	Health Center/SBVC	$28,000.00		
19535	Herff Jones Inc.	Rental	Student Life/SBVC	$247.13		
19371	Huang, Robert	Professional Services	TESS/SBCCD	$13,800.00		
19480	IBM - International Business Machines Corporation	Software/Online Services	Research & Planning/CHC	$1,442.99		
19538	Inland Empire Media Group Inc. dba Inland Empire Magazine	Advertising	Marketing/SBCCD	$1,000.00		

Contracts and Agreements

Board Date 06-11-2020

ControlNo	Vendor Name	Contract Type	Dept/Location	Expense	Income	Amended
19537	Inland Empire Economic Partnership Foundation (IEEP)	Sponsorship	Chancellor/ SBCCD	$1,000.00		
19484	Innovative Printing Concepts, Inc	Production of Logo Items	Radio TV Film/SBVC	$3,745.51		
19481	Insite Towers, LLC	Professional Services	Facilities Planning/SBCCD	$3,450.00		
19509	Jamerson, Megan	Professional Services	KVCR/SBCCD	$4,000.00		
19511	JobElephant.com Inc.	Advertising	Human Resources/SBCCD	$35,000.00		
19514	Kekoa, Vance dba Sentinel EHS	Speaker/Online	Facilities Planning/SBCCD	$1,200.00		
19516	Konica Minolta	PO as Contract	KVCR/KVCR	$500.00		
19319	Letterhead Factory Inc.	Production of Logo Items	Student Life/SBVC	$13,275.77		
18749	Letterhead Factory Inc.	Production of Signs & Posters	Student Life/SBVC	$1,642.50		
19266	Letterhead Factory Inc.	Production of Signs & Posters	Student Life/SBVC	$1,642.50		
19528	Linda Valley Care Center	Clinicals	Nursing/SBVC	No Cost		

Contracts and Agreements

Board Date 06-11-2020

ControlNo	Vendor Name	Contract Type	Dept/Location	Expense	Income	Amended
19242	Logic Design Inc.	Software/Online Services	Technical Training/SBVC	$3,097.50		
19301	Mike's Custom Flooring	Installation	Maintenance/ SBVC	$55,265.00		
19495	Mowbray's Tree Service	Repairs	Grounds/CHC	$6,000.00		
19523	Myers-Briggs Company, The dba CPP, Inc.	Software/Online Services	Career Center/CHC	$35,955.00		
19494	Office & Ergonomic Solutions Inc.	Installation	Facilities Planning/SBCCCD	$1,200.00		
19324	OnceHub	Software/Online Services	TESS/SBCCD	$260.00		
19531	OnePak Inc.	PO as Contract	KVCR/KVCR	$500.00		
19267	Optiv Security Inc.	Consultants	TESS/SBCCD	$31,640.00		
19529	P2C Solutions, LLC	Professional Services	Mathematics/ SBVC	$43,400.00		
19500	Pacific Contractors Group Inc.	UCCAP	Maintenance/ SBVC	$72,000.00		
19524	PacWest Air Filter LLC	Repairs	Maintenance/ SBVC	$10,598.17		

Contracts and Agreements

Board Date 06-11-2020

ControlNo	Vendor Name	Contract Type	Dept/Location	Expense	Income	Amended
19510	PBS - Public Broadcasting Service	Income - Grant	KVCR/KVCR		$194,800.66	
19478	Qless Inc.	Software/Online Services	Financial Aid/CHC	$7,854.60		
18078	Quantum Group, The	Novelty Item with Logo	Financial Aid/SBVC	$3,331.39		
19376	Quantum Group, The	Production of Logo Items	Technical Training/SBVC	$3,365.00		
19497	Quantum Group, The	Production of Logo Items	Financial Aid/SBVC	$7,752.95		
19328	R Dependable Construction Inc.	Repairs	Maintenance/ SBVC	$24,000.00		
19513	R Dependable Construction Inc.	UCCAP	Maintenance/ SBVC	$47,400.00		
19545	Redlands Community Hospital	Clinicals	DSO/SBCCD	No Cost		
19512	Respondus Inc.	Software/Online Services	TESS/SBCCD	$2,745.00		
19482	San Bernardino, County of	Income - Training Agreement	EDCT/SBCCD		$2,500,000.00	
19515	Smoke Guard California Inc.	Repairs	Maintenance/ CHC	$2,500.00		

Contracts and Agreements

Board Date 06-11-2020

ControlNo	Vendor Name	Contract Type	Dept/Location	Expense	Income	Amended
19485	Sway Operations LLC	Software/Online Services	Athletics/SBVC	$1,197.00		
19536	Swift River Online Learning LLC	Software/Online Services	Science/SBVC	$3,825.00		
18547	Three Peaks Corp.	On Demand Repairs Agreement	Facilities/CHC	$5,000.00		$2,500.00
16876	TMS Consulting, Inc.	Professional Services	Facilities Planning/SBCCD	$65,000.00		$5,000.00
19540	TODC Legal Center	Legal Service for Dreamer Students	Student Equity/SBVC	No Cost		
19493	Trophy House	Production of Awards	President/SBVC	$470.00		
19498	Trophy Store, The	Production of Awards	President/CHC	$587.61		
19316	Trophy Store, The	Production of Logo Items	President/CHC	$612.55		
19330	Utility Tree Services Inc.	Tree Trimming	Grounds/SBVC	$50,000.00		
19530	Yale/Chase Material Handling	Repairs	TESS/SBCCD	$548.00		

Total Number of Contracts : 98 $1,376,116.80 $2,694,800.66

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

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

DATE: June 11, 2020

SUBJECT: General Fund Cash Flow Analysis

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District's budget is a financial plan based on estimated revenues and expenditures for the fiscal year, which runs from July 1 through June 30. Cash refers to what is actually in the District's treasury on a day-to-day and month-to-month basis. Monitoring the amount of cash available to meet the District's financial obligations is the core responsibility of the Fiscal Services Department. Attached is the restricted and unrestricted General Fund monthly cash flow analysis for the District.

ANALYSIS

The General Fund cash balance as of June 30, 2020, is estimated to be $19,249,232.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This is an information item only. There are no financial implications.

General Fund Cash Flow Analysis – Restricted & Unrestricted
Fiscal Year 2019-20

(as of May 26, 2020, 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	42,362	39,464	37,650	35,466	26,120	24,156	38,313	34,019	37,990	36,588	36,479	34,366		
Receipts														
Federal	35	227		135		-3	306	88	107	270	523	1,443		3,129
State	6,276	5,137	13,881	6,307	5,692	8,152	14,614	9,409	14,052	6,242	6,299	10,679		106,740
State Deferrals												-10,679		-10,679
Local	821	966	84	568	3,409	17,398	8,886	5,583	-4,597	7,650	4,087	4,134		48,990
Temporary Borrowings														
Interfund Transfer & Sale of Assets	894	894	899	894	902	894	898	-4,805	6,603	494	1,677	92		10,336
Accounts Receivable/Accruals	227	1,657	1,934	522	454	585	1,876	436	507	461	379	1,575		10,613
Total Receipts	8,254	8,881	16,798	8,426	10,458	27,027	26,580	10,710	16,672	15,116	12,965	7,244		169,130
Disbursements														
Academic Salaries	6	2,541	4,310	4,849	4,947	4,898	5,391	4,317	4,880	4,823	4,942	8,088		53,992
Classified Salaries	2,371	2,713	2,806	2,997	2,977	3,103	2,965	2,854	2,703	3,020	3,147	4,510		36,167
Benefits	1,163	2,041	2,357	2,467	2,500	2,500	2,497	2,383	2,474	2,505	2,579	3,871		29,338
Supplies & Materials	242	192	232	300	172	144	189	190	225	195	336	2,221		4,636
Other Operating Exp	2,333	1,964	2,029	4,117	1,003	1,496	1,636	1,566	1,864	1,060	2,937	12,873		34,877
Capital Outlay	1,146	677	299	536	216	372	398	456	319	902	584	1,796		7,698
Other Outgo	325	363	1,977	2,496	926	853	958	1,295	1,483	1,802	1,733	3,299		17,510
Longterm Post-Employment Benefits	-7	-10	-10	-10	-10	-10	42	-1	-1	-1	23	-3		3
Accounts Payable/Accruals	3,572	214	4,982	21	-309	-487	16,799	-6,320	4,128	918	-1,202	-14,294		8,021
Total Disbursements	11,153	10,695	18,981	17,773	12,422	12,869	30,874	6,740	18,074	15,225	15,078	22,360		192,243
Increase / (Decrease) in Cash Balance	-2,898	-1,814	-2,183	-9,346	-1,964	14,157	-4,294	3,970	-1,402	-109	-2,113	-15,116		
Estimated Ending Cash Balance	39,464	37,650	35,466	26,120	24,156	38,313	34,019	37,990	36,588	36,479	34,366	19,249		

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: MOUs 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

SBCCD staff and the CTA met and entered into the attached Memorandums of Understanding, also known as MOUs.

ANALYSIS

The attached MOUs constitute the full and complete Agreement between the District and the CTA.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this information item.

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
AND
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT TEACHERS ASSOCIATION

Compensation for Learning Communities

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 CTA/NEA ("Association"), collectively, "the parties."

WHEREAS, In the MOU signed February 22, 2019, both parties have agreed that the CTA/District negotiations workgroup will explore standard definitions and the expectations and related duties for learning communities;

WHEREAS, The parties have agreed on September 4, 2019, that the general definition of a Learning Community is: Learning Communities require collaboration and integration between instructors on content and assignments when the same students are enrolled in the same two classes.

WHEREAS, The Puente program, by providing reassigned time in addition to the course load, acknowledges that properly running a Learning Community requires additional work;

WHEREAS, Instructional faculty and counselors in both Puente and Tumaini programs report that a Learning Community requires additional work, in order to design and align the syllabus, course content, and assignments for the two linked courses; attend each other's linked class sessions, and plan and participate in events relating to the success of the students (e.g., field trips, etc.);

THEREFORE, Effective June 1, 2020:

1. A Learning Community shall be considered a special project, and will follow the process for special projects as described below. Article 13, section B, 4 shall be modified to read:

a. A special project is defined as any District directed/provided work outside the contract that impacts the bargaining unit members' hours, wages and working conditions. For the purposes of this section, the term workload shall be as defined in Article 13, Section B1.

b. Properly running a District directed/provided Learning Community requires extra work and is thus designated as a special project. A Learning Community requires regular collaboration and integration between instructors on content and assignments when the same students are enrolled in the same two classes. This additional work is required in order to design and align the syllabus, course content, and assignments for the two linked courses; regularly attend each other's linked class sessions, and plan and participate in events relating to the success of the students (e.g., field trips).

c. For special projects beyond the assigned workload, including Learning Communities, the District shall notify the Association of the duties involved in the project and the compensation prior to initiating the workload.

2. The district will follow Article 24 in regards to clerical support.

For SBCCD

Date: 5/8/2020

Kristina Hannon

Kristina Hannon, Vice Chancellor of Human Resources, SBCCD Chief Negotiator

For SBCCDTA

Date: 5/8/2020

Sheri Lillard

Sheri Lillard, SBCCDTA Chief Negotiator

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
AND SAN BERNARDINO COMMUNITY COLLEGE DISTRICT TEACHERS ASSOCIATION

Faculty Service Areas for Regular (Permanent) and Contract (Probationary) Faculty Members

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 parties have negotiated language in Article 21:I that determines the process for establishing the Faculty Service Area (FSA) pursuant to Section 87743.2 and;

WHEREAS, both parties acknowledge that the DISTRICT has not been consistent in the application of article 21:I;

THEREFORE, it is agreed that the DISTRICT shall do following no later than September 1, 2020:

1. Assign an FSA for all contract faculty based on Article 21:I;
2. Follow the District Equivalency Process for any faculty who do not meet the specific degree requirements as outlined in the Minimum Qualifications Handbook;
3. Follow the FSA appeals process as outlined in Article 21:I,(5) if a faculty member believes they have been wrongly denied an FSA.
4. Add a column to the seniority list identifying each contract faculty member's FSA, with date of any additional FSA's obtained through the negotiated process outlined in Article 21.

For SBCCD

Dated: 5/21/2020

Kristina Hannon, Vice Chancellor, Human Resources & Police Services, SBCCD

Dated: 5/21/2020

Sheri Lillard

Sheri Lillard, SBCCDTA Lead Negotiator

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Stacey K. Nikac, Administrative Officer

DATE: June 11, 2019

SUBJECT: New Student Trustee Orientation
Term June 1 – May 31

RECOMMENDATION
This item is for information only. No action is required.

OVERVIEW
Per Board Policy 2740 Board Education, the Board of Trustees is committed to its ongoing development as a Board and to a trustee education program that includes new trustee orientation. To that end, the Board will engage in strategy sessions, provide access to reading materials, and support conference attendance and other activities that foster trustee education.

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

ANALYSIS
Interim Chancellor Torres and Board Chair Viricel reviewed the Student Trustee Handbook with CHC Student Trustee Alex Ramos Huaman and SBVC Student Trustee Adrian Rios on May 21, 2020.

INSTITUTIONAL VALUES
I. Governance and Effective Leadership

FINANCIAL IMPLICATIONS
None

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

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.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

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

Professional Expert, Short-Term & Substitute Employees

Presented for Information on June 11, 2020

[v.5.20.2020.p.1|17]

Professional Expert

	Duties	From	To	Hourly Rate
Ford, Megan CHC Fire Technology Department	Fire Academy Instructor	07/01/20	12/31/20	$45.00
Groff, Nathan CHC Fire Technology Department	Fire Academy Instructor	07/01/20	12/31/20	$45.00
Groff, Nicholas CHC Fire Technology Department	Fire Academy Instructor	07/01/20	12/31/20	$45.00
Groff, Rick CHC Fire Technology Department	Fire Academy Instructor	07/01/20	12/31/20	$45.00
Ramos, Jesus CHC Fire Technology Department	Fire Academy Instructor	07/01/20	12/31/20	$45.00
Solometo, Richard CHC Fire Technology Department	Fire Academy Instructor	07/01/20	12/31/20	$45.00
Benfield, David CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Cisneros, Cory CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Collins Jr., Thomas CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Commander, John CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Corbett, Shawn CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
De Boer, Frank CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Harold, Ryan CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Horton, Michael CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Janssen, Joshua CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Kearney, Matthew CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Kelsheimer, Jeffrey R. CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Ketcherside, David CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Lagace, Paul CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00

Professional Expert, Short-Term & Substitute Employees

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Professional Expert

	Duties	From	To	Hourly Rate
Martinez, Richard CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Nafzgar, Daniel CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Nunez, Crispin CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Ortiz, Francisco CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Page, Tony CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Raney, Bret CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Timboe, Robert CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Tovar II, Rafael CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Valdez, Travis CHC Fire Technology Department	State Fire Training Instructor	07/01/20	12/31/20	$55.00
Ferrari, Edward CHC Marketing	Content Specialist	07/01/20	12/31/20	$25.00
McClain, Julie CHC Marketing	Content Specialist	07/01/20	12/31/20	$25.00
Braden, Andrew M CHC Marketing	Staff Writer	07/01/20	12/31/20	$20.00
Hernandez, Kristina CHC Marketing	Staff Writer	07/01/20	12/31/20	$20.00
Cabreros, Verissa CHC Tutoring Center	Tutor I	07/01/20	12/18/20	$13.00
Clements, Spencer CHC Tutoring Center	Tutor I	07/01/20	12/18/20	$13.00
Gallegos, Francisco CHC Tutoring Center	Tutor I	07/01/20	12/18/20	$13.00
Medel, Gabriel CHC Tutoring Center	Tutor I	07/01/20	12/18/20	$13.00
Rethaford, Ryan CHC Tutoring Center	Tutor I	07/01/20	12/18/20	$13.00
Sulikowski, Sean CHC Tutoring Center	Tutor I	07/01/20	12/18/20	$13.00
Bickel II, Daniel CHC Tutoring Center	Tutor II	07/01/20	12/18/20	$14.50

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Professional Expert

	Duties	From	To	Hourly Rate
De Amaya, Brenda CHC Tutoring Center	Tutor II	07/01/20	12/18/20	$14.50
Ferras, Riane CHC Tutoring Center	Tutor II	07/01/20	12/18/20	$14.50
Layton, Krystalyn CHC Tutoring Center	Tutor II	07/01/20	12/18/20	$14.50
Lewis, Karina CHC Tutoring Center	Tutor II	07/01/20	12/18/20	$14.50
Brinkerhoff, Jonathan CHC Tutoring Center	Tutor III	07/01/20	12/18/20	$16.50
Dickey, Samantha CHC Tutoring Center	Tutor III	07/01/20	12/18/20	$16.50
Gross, Russell CHC Tutoring Center	Tutor III	07/01/20	12/18/20	$16.50
Iracheta, Daniel CHC Tutoring Center	Tutor III	07/01/20	12/18/20	$16.50
Utrapiromsuk, Chinatip CHC Tutoring Center	Tutor III	07/01/20	12/18/20	$16.50
Lange, David CHC Veterans Resource Center	Mental Health Educator/Counselor Intern	07/01/20	12/31/20	$55.00
Nair, Avikaash DIST Economic Development & Corporate Training	Program Assistant	07/01/20	12/31/20	$38.00
Treto, Pablo DIST Economic Development & Corporate Training	Staff Writer	07/01/20	12/31/20	$17.50
Ayala, Jeanette DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$50.00
Boylin, Dennis DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$75.00
Brooks Henson, Sophia DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$65.00
Cain, Marlene DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$60.00
Cupid, Keshawn DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$80.00

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Professional Expert

	Duties	From	To	Hourly Rate
Duncan, William DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$60.00
Ehrlich, Rosina G. DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$55.00
Follman, Jack DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$75.00
Gipson, Daniel DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$60.00
Harris, Yvette DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$50.00
Hawkins, Shoshana DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$55.00
Hedges, Mark L. DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$80.00
Hillard, Roger DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$75.00
Hunter, Glenn DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$60.00
Lorenzo, Michelle DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$50.00
Loy, John DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$65.00
Maznokov, Ivan DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$16.00
Napoli, William DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$70.00
Ortiz, Frank DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$70.00

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Professional Expert

	Duties	From	To	Hourly Rate
Ortiz, Vanessa DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$50.00
Perez, Richard DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$55.00
Radney, Charles DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$55.00
Regner, Don DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$75.00
Romero, Markazan DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$75.00
Rounds, Michael DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$80.00
Sharp, Christian DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$16.00
Stephens, Edwin Clarke DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$75.00
Tesfay, Yohanna DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$16.00
Toland, Steven DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$50.00
Vazquez Carino, Reyes DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$60.00
Walton, Rodney DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$60.00
Zavala, Juan DIST Economic Development & Corporate Training	Workforce Development Trainer	07/01/20	12/31/20	$16.00
Khoury, Daniel E SBVC Academic Success Center	Tutor I	07/01/20	12/31/20	$13.00

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Professional Expert

	Duties	From	To	Hourly Rate
Nguyen, Vy SBVC Academic Success Center	Tutor I	07/01/20	12/31/20	$13.00
Steiner, Rebecca SBVC Academic Success Center	Tutor I	07/01/20	12/31/20	$13.00
Barajas, Melinda SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Chavez, Noe SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Cisneros, Richard SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Flores, Edwin SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Gonzalez Reyes, Antonio SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Kinzel, Charles SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Martinez, Raul SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Rodriguez, Salvador SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Rodriguez, Steven R SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Rojas, Salvador SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Santillan, Diana SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Truitt, Jessica SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Valetina, Kasandra SBVC Academic Success Center	Tutor II	07/01/20	12/31/20	$14.50
Acosta, Gustavo SBVC Academic Success Center	Tutor III	07/01/20	12/31/20	$16.50
Eyler, John SBVC Academic Success Center	Tutor III	07/01/20	12/31/20	$16.50
Kasouha, Samar SBVC Academic Success Center	Tutor III	07/01/20	12/31/20	$16.50
Kim, Hun Suk SBVC Academic Success Center	Tutor III	07/01/20	12/31/20	$16.50
Kruger, Logan SBVC Academic Success Center	Tutor III	07/01/20	12/31/20	$16.50

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Professional Expert

	Duties	From	To	Hourly Rate
Montanez, Thomas SBVC Academic Success Center	Tutor III	07/01/20	12/31/20	$16.50
Nguyen, Michael SBVC Academic Success Center	Tutor III	07/01/20	12/31/20	$16.50
Patino, Araceli SBVC Academic Success Center	Tutor III	07/01/20	12/31/20	$16.50
Pham, Chung Thuy SBVC Academic Success Center	Tutor III	07/01/20	12/31/20	$16.50
Valdez, Raquel SBVC Academic Success Center	Tutor III	07/01/20	12/31/20	$16.50
Vega, Janet SBVC Academic Success Center	Tutor III	07/01/20	12/31/20	$16.50
Nahuat, Wendy SBVC CalWORKS & Workforce Development	Program Assistant	07/01/20	12/31/20	$20.00
Beltran, Cynthia SBVC CalWORKS & Workforce Development	Training Specialist	07/01/20	12/31/20	$19.00
Baca, Audrey SBVC Development & Community Relations	Program Assistant	07/01/20	12/31/20	$25.00
Dorn, Michael A SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level I	07/01/20	12/31/20	$18.00
Shumate, Allison R SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level I	07/01/20	12/31/20	$18.00
Alvarez Lara, Antonio A SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Carrera, Angelia V SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Colquette, Renee Allison SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Crabtree, Amanda J SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Ellen, Marlon SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00

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Professional Expert

	Duties	From	To	Hourly Rate
Gillis, Alex SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Hughes, Brianna L SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Mele, Aimee SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
O'Donnell, Shannon S SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Paul, Winter N SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Picker, Krista SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Raby, Joshua J SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Steward, Lashon SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Zappia, Nathaniel D SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level II	07/01/20	12/31/20	$21.00
Nunez, Roberto SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level III	07/01/20	12/31/20	$24.00
Cable, Melissa SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level IV	07/01/20	12/31/20	$27.00
Clementino, Steffany SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level IV	07/01/20	12/31/20	$27.00
Covarrubias, Albert SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level IV	07/01/20	12/31/20	$27.00
Guevara, Evan SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level IV	07/01/20	12/31/20	$27.00

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Professional Expert

	Duties	From	To	Hourly Rate
Ramirez, Rocio SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level IV	07/01/20	12/31/20	$27.00
Santos, Norma SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level IV	07/01/20	12/31/20	$27.00
Solorzano, Catherine SBVC Disabled Student Programs & Services	Interpreting/Transliterating Level IV	07/01/20	12/31/20	$27.00
Bautista, Patrick SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Clevenger, Joanna SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Cooprider, Kimberly SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Cooprider, Rosemary SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Dalzell, Victoria SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Dudley, Irris SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Garcia, Karina SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Harper, Patricia SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Henry, Lisa SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Hernandez Jr., Ruben SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Hill, Shirley SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Hunter, Jessica SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Ibarra Leon, Gabriela SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Massimiano, Adam SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Mc Dowell, Linda SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Pasillas, Faith SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50

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Professional Expert

	Duties	From	To	Hourly Rate
Silverstein, Sharona SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Strong, Patrick SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Torres, Fabian SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Tyus, Leah SBVC English Department	Tutor III	07/01/20	12/31/20	$16.50
Bolivar, Luis Fernando SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/20	12/31/20	$45.00
Bradley, Vernon SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/20	12/31/20	$45.00
Cooper, Wanda SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/20	12/31/20	$45.00
Crain, Daniel SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/20	12/31/20	$45.00
Dixon, Karen SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/20	12/31/20	$45.00
Hosea, Keith SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/20	12/31/20	$45.00
Lane, Wandalyn SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/20	12/31/20	$45.00
Martinez, Rosalinda SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/20	12/31/20	$45.00
Razo, Jorge SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/20	12/31/20	$45.00
Thornton, Erica D SBVC Foster & Kinship Care Education	Foster Parenting Education	07/01/20	12/31/20	$45.00
Wallace-Ellis, Trinity SBVC Foster & Kinship Care Education	Foster Parenting Education	03/14/20	06/30/20	$45.00
Foster, Brandie L SBVC Human Services	Training Specialist	07/01/20	12/30/20	$19.00
Garcia, Lesa SBVC Human Services	Training Specialist	07/01/20	12/30/20	$19.00
Saucedo-Daniel, Jorge SBVC Mathematics, Business & Computer Info Tech	Grant Program Assistant	07/01/20	12/31/20	$35.00
Advani, Anoopa V SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00

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Professional Expert

	Duties	From	To	Hourly Rate
Asboth, Gusztav SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Boatwright, Horace SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Bracciodieta, Paul SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Campa, Eric SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Carlos, Christopher SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Castillo Jr, Armando B SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Chencharick, John SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Corral, Robert SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
De La Garza, Eloy SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Enciso, Anthony SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Engen, James SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Garcia, Ronald SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Gascon, Maria SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Green, Kenneth SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00

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Professional Expert

	Duties	From	To	Hourly Rate
Guerra, Lisa SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Houser, Dennis A SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Jarrett, Jerry W SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Jasso, Gabriel SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Klug, Jeff SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Lewis, Rosalind SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
McChristian, Julius SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
McGreevy, William K SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Park, Brian J SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Patterson-Eversole, Sherry SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Paulino, Joseph SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Perea, Joseph SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Ramos, Sean SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Randolph, Robert SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00

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Professional Expert

	Duties	From	To	Hourly Rate
Rios, Miguel SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Robinson, Eric SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Robles, Francisco SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Schroeder, Paul SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Skinner Jr., Douglas SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Stanzione, Charles SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Sutcliffe, Andrew SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Sutcliffe, James SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Torres, Xavier SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Wolfe, Aron M SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Wolfe, Brian SBVC Police Academies/Criminal Justice	Police Office/ RTO/Facilitator/Eval	07/01/20	12/31/20	$35.00/ $50.00
Catalano, Joseph SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	07/01/20	12/31/20	$50.00
Chavez, Mark SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	07/01/20	12/31/20	$50.00
Derryberry, Destiny SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	07/01/20	12/31/20	$50.00

Professional Expert, Short-Term & Substitute Employees

Presented for Information on June 11, 2020

[v.5.20.2020.p.14|17]

Professional Expert

	Duties	From	To	Hourly Rate
Everman, John SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	07/01/20	12/31/20	$50.00
Guerra, Lee SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	07/01/20	12/31/20	$50.00
Jackson, Alicia SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	07/01/20	12/31/20	$50.00
Keil, Daniel D SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	05/04/20	06/30/20	$50.00
Keil, Daniel D SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	07/01/20	12/31/20	$50.00
Phillips, Jacob SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	07/01/20	12/31/20	$50.00
Ruiz, Victor J SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	07/01/20	12/31/20	$50.00
Tollefson, Dennis H SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	07/01/20	12/31/20	$50.00
Whitfield, Devlon A SBVC Police Academies/Criminal Justice	Police Science Facilitator/Evaluator	07/01/20	12/31/20	$50.00
Pera, Danae Hannah S SBVC RTVF, Arts & Humanities	RTVF Intern I	06/01/20	06/30/20	$13.00
Pera, Danae Hannah S SBVC RTVF, Arts & Humanities	RTVF Intern I	07/01/20	08/08/20	$13.00
Ratti, Joshua L SBVC RTVF, Arts & Humanities	RTVF Intern I	07/01/20	12/31/20	$13.00
Van Luven, Nicholas R SBVC RTVF, Arts & Humanities	RTVF Intern I	06/01/20	06/30/20	$13.00
Van Luven, Nicholas R SBVC RTVF, Arts & Humanities	RTVF Intern I	07/01/20	08/08/20	$13.00
Gonzalez, Luis A SBVC SI-Mesa	Tutor II	07/01/20	12/31/20	$14.50
Hardy, Kourtney J SBVC SI-Mesa	Tutor II	07/01/20	12/31/20	$14.50

Professional Expert, Short-Term & Substitute Employees

Presented for Information on June 11, 2020

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Professional Expert

	Duties	From	To	Hourly Rate
Huynh, Nhi Th SBVC SI-Mesa	Tutor II	07/01/20	12/31/20	$14.50
Mace, Jonathan E SBVC SI-Mesa	Tutor II	07/01/20	12/31/20	$14.50
Razak, Yasmin SBVC SI-Mesa	Tutor II	07/01/20	12/31/20	$14.50
Bagheri, Mahdi SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Castro, Nallely SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Cook, Monica SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Curiel, Yuriko SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Dailo, Ginny SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Dunmire, Benjamin SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Garcia, Luz SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Gomez, Laura SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Hannalla, Peter SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Hanson, Steven SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Humphrey, Ruth SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Hunt, Ezra SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Ibanez, Shakira SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Kinsey, Richard SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Ledesma, Karla SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Martinez, Marvin SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Medina, Cynthia SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50

Professional Expert, Short-Term & Substitute Employees

Presented for Information on June 11, 2020

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Professional Expert

	Duties	From	To	Hourly Rate
Parisa, Daneshvar SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Ruiz, Xavier SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Sekhon, Prabhjot SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Smith, Michelle SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Teano, Marivic SBVC Supplemental Instruction	Tutor II	07/01/20	12/31/20	$14.50
Belton, Lashan SBVC Valley Now!/Generation Go!	Program Assistant	07/01/20	12/30/20	$25.00
Miller, Kimberly S SBVC Valley Now!/Generation Go!	Program Assistant	07/01/20	12/30/20	$35.00
Morales, Brenda SBVC Valley Now!/Generation Go!	Program Assistant	07/01/20	12/30/20	$25.00
Tenorio, John F SBVC Valley Now!/Generation Go!	Program Assistant	07/01/20	12/30/20	$25.00

Short-Term

	Duties	From	To	Hourly Rate
Almaguer, Marissa SBVC Counseling	Project Assistant III	07/01/20	12/31/20	$16.50
Leyva, Elaina A. SBVC Counseling	Project Assistant III	07/01/20	12/31/20	$16.50
Quintero, Alejandra SBVC Counseling	Project Assistant III	07/01/20	12/31/20	$16.50
Safar, Mirel SBVC Counseling	Project Assistant III	07/01/20	12/31/20	$16.50
Christopher, Alicia M SBVC Research & Planning	Project Assistant I	07/01/20	12/31/20	$13.00
Lopez, Andy SBVC Research & Planning	Project Assistant I	07/01/20	12/31/20	$13.00
McFrazier, Patrick G SBVC Research & Planning	Project Assistant III	07/01/20	12/31/20	$16.50

Professional Expert, Short-Term & Substitute Employees

Presented for Information on June 11, 2020

[v.5.20.2020.p.17|17]

Substitute

	Duties	From	To	Hourly Rate
Bender, ZsaQuita CHC Career Education & Human Development *Ext: Sick/vacation coverage.*	Secretary II	05/06/20	06/30/20	$22.58
Hall, Suzan CHC EMS *Ext: Vacancy in recruitment*	Secretary II	05/01/20	06/30/20	$22.58
Ramirez, Irene SBVC Child Development Center *EXT: On call - Sick/Vacation Coverage*	Child Development Assistant	04/29/20	06/28/20	$16.37
Ramirez, Irene SBVC Child Development Center *EXT: On call - Sick/Vacation Coverage*	Child Development Teacher	04/29/20	06/28/20	$23.56

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Steven J. Sutorus, Business Manager

DATE: June 11, 2020

SUBJECT: Purchase Orders

RECOMMENDATION

This item is being presented for information only. No further 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 4/18/2020 – 5/19/2020 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.

INSTITUTONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The attached purchase orders are included in the appropriate budgets.

Purchase Order Report
June 11, 2020

PO#	Supplier Name		Amount
2005320	POCKET NURSE ENTERPRISES INC	$	627.57
2005321	GALLS INC	$	1,906.98
2005322	MATTERHACKERS INC	$	1,044.92
2005325	STAPLES BUSINESS ADVANTAGE	$	83.84
2005326	ACCUCUT	$	4,751.78
2005327	AUDIO VISUAL INNOVATIONS, INC	$	16,915.54
2005328	TROXELL COMMUNICATIONS INC	$	9,635.36
2005329	CDW LLC	$	3,978.46
2005331	ULINE	$	371.96
2005332	BEST BUY	$	1,320.72
2005337	TROXELL COMMUNICATIONS INC	$	1,967.52
2005339	SCULPTURE HOUSE	$	1,102.28
2005340	QUADMED INC	$	1,271.99
2005341	OLYMPUS AMERICA INC	$	1,529.00
2005342	ULINE	$	1,110.00
2005343	LAKESHORE LEARNING MATERIALS	$	956.82
2005344	STAPLES BUSINESS ADVANTAGE	$	396.98
2005346	PADDOCK, ERICKA	$	32.00
2005347	BELL, EVA	$	276.60
2005348	STAPLES BUSINESS ADVANTAGE	$	198.81
2005349	TELIOS TRAINING SOLUTIONS	$	1,616.25
2005350	DMV RENEWAL	$	582.00
2005352	GLOBAL EQUIPMENT COMPANY INC	$	1,272.50
2005354	HARRIS, KASHAUNDA	$	152.59
2005355	COLLINS, DAN A.	$	2,704.25
2005359	CDW LLC	$	1,023.35
2005360	B&H PHOTO VIDEO	$	1,979.57
2005362	CDW LLC	$	5,263.63
2005364	STAPLES BUSINESS ADVANTAGE	$	290.47
2005365	STAPLES BUSINESS ADVANTAGE	$	91.66
2005366	SAN BERNARDINO CCD	$	150.00
2005367	CDW LLC	$	21,397.00
2005368	FILMTOOLS	$	1,872.68
2005369	FISHER SCIENCE EDUCATION	$	24,285.00
2005370	BRENTPOINT LLC	$	2,049.09
2005372	ELECTRONIX EXPRESS	$	3,487.23
2005375	DAYONE BABY LLC	$	4,357.41
2005376	MALLORY SAFETY & SUPPLY LLC	$	259.20
2005377	BROADCAST SUPPLY WORLDWIDE	$	4,391.14
2005379	B&H PHOTO VIDEO	$	975.90
2005380	COMPUTERLAND OF SILICON VALLEY	$	3,330.00
2005381	ASSOCIATION OF FUNDRAISING PROFESSIONALS	$	315.00
2005382	SOUTH COAST AQMD	$	3,031.87
2005383	STAPLES BUSINESS ADVANTAGE	$	494.60
2005384	STAPLES BUSINESS ADVANTAGE	$	308.44
2005386	HARRIS, KASHAUNDA	$	375.10

Purchase Order Report
June 11, 2020

PO#	Supplier Name		Amount
2005389	SWEETWATER SOUND INC	$	563.91
2005390	AMERICAN BUTTON MACHINES	$	976.11
2005391	COLOR CONSULTANTS INC	$	5,111.35
2005392	1 STOP AUTO BODY SUPPLIES INC	$	1,528.10
2005394	DELL COMPUTER COMPANY	$	13,015.77
2005397	STAPLES BUSINESS ADVANTAGE	$	388.35
2005398	CDW LLC	$	1,479.52
2005403	STAPLES BUSINESS ADVANTAGE	$	67.94
2005404	STAPLES BUSINESS ADVANTAGE	$	209.38
2005405	STAPLES BUSINESS ADVANTAGE	$	408.92
2005406	STAPLES BUSINESS ADVANTAGE	$	904.07
2005409	1 STOP AUTO BODY SUPPLIES INC	$	1,618.77
2005410	FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGE	$	10,200.60
2005411	COLOR CONSULTANTS INC	$	3,909.08
2005412	NESTLE USA INC	$	400.00
2005413	NESTLE USA INC	$	1,200.00
2005415	COLOR CONSULTANTS INC	$	394.35
2005416	1 STOP AUTO BODY SUPPLIES INC	$	2,643.32
2005418	1 STOP AUTO BODY SUPPLIES INC	$	1,098.02
2005420	FOLLETT HIGHER EDUCATION GROUP INC	$	1,500.00
2005421	STAPLES BUSINESS ADVANTAGE	$	253.03
2005422	STAPLES BUSINESS ADVANTAGE	$	2,408.20
2005423	STAPLES BUSINESS ADVANTAGE	$	922.85
2005424	STAPLES BUSINESS ADVANTAGE	$	513.05
2005425	STAPLES BUSINESS ADVANTAGE	$	628.70
2005427	MUSICIAN'S FRIEND	$	2,950.38
2005428	BEST BUY	$	1,185.22
2005429	STAPLES BUSINESS ADVANTAGE	$	215.23
2005430	CDW LLC	$	4,867.66
2005431	STAPLES BUSINESS ADVANTAGE	$	511.04
2005432	STAPLES BUSINESS ADVANTAGE	$	873.42
2005433	STAPLES BUSINESS ADVANTAGE	$	544.53
2005434	CYNMAR CORPORATION	$	4,327.19
2005439	TMS CONSULTING INC	$	5,000.00
2005440	INSITE TOWERS LLC	$	3,450.00
2005442	STAPLES BUSINESS ADVANTAGE	$	3,720.33
2005445	DIGITAL NETWORKS GROUP INC	$	1,505.14
2005449	GOLF CARS OF RIVERSIDE	$	27,285.08
2005452	STAPLES BUSINESS ADVANTAGE	$	116.43
2005453	STAPLES BUSINESS ADVANTAGE	$	218.50
2005454	STAPLES BUSINESS ADVANTAGE	$	141.67
2005455	STAPLES BUSINESS ADVANTAGE	$	150.68
2005456	DEMCO SUPPLY INC	$	906.78
2005458	MCMASTER-CARR SUPPLY CO	$	969.80
2005459	B&H PHOTO VIDEO	$	465.43

Purchase Order Report
June 11, 2020

PO#	Supplier Name		Amount
2005460	SIMPLER LIFE EMERGENCY PROVISIONS	$	2,000.00
2005462	AUDIO VISUAL INNOVATIONS, INC	$	4,674.05
2005463	AUDIO VISUAL INNOVATIONS, INC	$	9,562.82
2005464	AUDIO VISUAL INNOVATIONS, INC	$	5,510.10
2005468	LARA, NAOMI	$	150.00
2005471	EBSCO INDUSTRIES INC	$	30,816.90
2005472	LACEFIELD, CALEB	$	600.00
2005473	GULFO ANGEL, DANIELA	$	300.00
2005474	FIGUEROA, RONALD	$	300.00
2005475	CUEVAS, ROBERTO	$	600.00
2005476	CERELLA, ARNIM	$	600.00
2005477	MATTERHACKERS INC	$	1,190.14
2005478	DELL COMPUTER COMPANY	$	7,523.11
2005479	ZAMBRANO, BEN	$	600.00
2005480	WAGNER, BRIANNA	$	300.00
2005481	VINES, ANDREW	$	300.00
2005482	TRUONG, ANTHONY	$	300.00
2005483	SCHINCKE, THOMAS	$	300.00
2005484	OLMOS, DHARMA	$	300.00
2005487	APOLONIO, NATHAN	$	300.00
2005488	LINCOLN AQUATICS	$	635.68
2005489	STAPLES BUSINESS ADVANTAGE	$	9,975.04
2005490	STAPLES BUSINESS ADVANTAGE	$	3,999.27
2005491	STAPLES BUSINESS ADVANTAGE	$	107.32
2005492	STAPLES BUSINESS ADVANTAGE	$	90.36
2005494	STAPLES BUSINESS ADVANTAGE	$	516.86
2005496	STAPLES BUSINESS ADVANTAGE	$	254.62
2005497	ECO INDUSTRIAL SOLUTIONS LLC	$	769.50
2005498	ROTARY SPORTS UNLIMITED LLC	$	9,982.66
2005499	CDW LLC	$	2,979.01
2005500	GOMEZ-SANDOVAL, KEVIN	$	300.00
2005501	GARRET, JONAH	$	300.00
2005502	DANIELS, TERRANCE	$	600.00
2005503	JAVED, EMANUEL	$	5,000.00
2005504	MONTANO, REBECCA	$	5,000.00
2005505	DELL COMPUTER COMPANY	$	102,164.24
2005506	PHAM, THUAN	$	4,360.00
2005507	PACHECO, SALVADOR	$	3,861.00
2005508	OENG, SOPHEA	$	5,000.00
2005509	OCHOA, MIGUEL	$	6,000.00
2005510	NGUYEN, TRI	$	6,000.00
2005511	ARAUJO, CRYSTAL	$	5,782.00
2005512	NGUYEN, QUANG	$	5,000.00
2005513	LOPEZ ESTRELLA, PAOLA	$	4,493.00
2005514	KASALIRWE, STEVEN	$	6,000.00

Purchase Order Report
June 11, 2020

PO#	Supplier Name		Amount
2005515	GRACIA, KYAH	$	6,000.00
2005516	CHOI, SUNMI	$	6,000.00
2005517	BARRAGAN, ALEJANDRO	$	6,000.00
2005518	ABDALLAH, AMEER	$	782.00
2005519	BECKER, BONNIE	$	600.00
2005520	FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGE	$	34,001.92
2005521	LEIVA, PETER	$	300.00
2005522	CDW LLC	$	2,506.38
2005524	BOLDUC, KELLI	$	300.00
2005525	CM SCHOOL SUPPLY CO	$	3,333.79
2005526	CYNMAR CORPORATION	$	698.51
2005527	BONE CLONES INC	$	11,508.24
2005530	FISHER SCIENTIFIC COMPANY LLC	$	3,716.00
2005531	FLORES, FERNANDO	$	24.05
2005532	STAPLES BUSINESS ADVANTAGE	$	265.05
2005533	QUALIFIED EQUIPMENT SERVICE	$	5,500.00
2005534	SOUTH COAST AQMD	$	137.63
2005535	FOLLETT HIGHER EDUCATION GROUP INC	$	2,274.00
2005538	CDW LLC	$	2,076.07
2005540	CDW LLC	$	2,385.02
2005541	OFFICE & ERGONOMICS SOLUTIONS INC	$	3,753.95
2005542	1 STOP AUTO BODY SUPPLIES INC	$	1,036.17
2005548	COLOR CONSULTANTS INC	$	1,248.96
2005550	ICEMA	$	1,500.00
2005551	CAS DATALOGGERS	$	390.12
2005553	PROPHET CORPORATION, THE	$	435.58
2005554	PROPHET CORPORATION, THE	$	1,219.95
2005555	PROPHET CORPORATION, THE	$	1,671.23
2005557	ERGO WORKS INC	$	559.98
2005558	BARCHARTS PUBLISHING INC	$	323.51
2005559	PROPHET CORPORATION, THE	$	1,184.45
2005561	QUARK ENTERPRISES INC	$	1,345.93
2005562	GALLS INC	$	926.63
2005563	FOLLETT HIGHER EDUCATION GROUP INC	$	1,261.11
2005565	STAPLETON, ALEXANDRIA	$	325.00
2005566	STAPLES BUSINESS ADVANTAGE	$	1,066.38
2005567	STAPLES BUSINESS ADVANTAGE	$	171.07
2005569	HART, ASHLEY	$	229.00
2005570	OTAKI, ROULA	$	150.00
2005571	RIVERA, VALERIE	$	207.00
2005572	STRADTMAN, MELISSA	$	225.00
2005573	JARCIA, GABRIELLA	$	542.00
2005574	SAN BERNARDINO CCD	$	60,750.00
2005576	SBVC FOUNDATION	$	30,000.00
2005577	VARIDESK LLC	$	1,061.34

Purchase Order Report
June 11, 2020

PO#	Supplier Name		Amount
2005578	SAN BERNARDINO CCD	$	2,155.00
2005580	PROPHET CORPORATION, THE	$	469.28
2005582	SBVC FOUNDATION	$	2,500.00
2005583	MALLORY SAFETY & SUPPLY LLC	$	324.00
2005584	AMERICA'S XPRESS RENT A CAR	$	142.60
2005585	DELL COMPUTER COMPANY	$	1,507.19
2005586	STAPLES BUSINESS ADVANTAGE	$	889.30
2005587	STAPLES BUSINESS ADVANTAGE	$	470.99
2005588	STAPLES BUSINESS ADVANTAGE	$	985.00
2005589	PROPHET CORPORATION, THE	$	1,002.72
2005590	ACE UNIFORMS LLC	$	401.54
2005591	STAPLES BUSINESS ADVANTAGE	$	293.96
2005592	CDW LLC	$	9,003.14
2005595	ULINE	$	324.28
2005597	SEHI COMPUTER PRODUCTS INC	$	1,328.91
2005600	STAPLES BUSINESS ADVANTAGE	$	189.10
2005602	SBCCD CSEA	$	2,801.70
2005603	ULINE	$	660.18
2005605	STAPLES BUSINESS ADVANTAGE	$	111.79
2005606	SAN BERNARDINO CCD	$	140.00
2005607	SAN BERNARDINO CCD	$	9,990.00
2005608	MSC INDUSTRIAL SUPPLY CO	$	2,474.86
2005610	ACR PUBLICATIONS INC	$	669.67
2005611	SAN BERNARDINO CCD	$	220.00
2005612	CALIFORNIA TOOL & WELDING SUPPLY LLC	$	4,612.71
2005613	CLARK MACHINE TOOL SUPPLY INC	$	2,813.37
2005615	ALLIED REFRIGERATION INC	$	2,209.86
2005616	ALLIED REFRIGERATION INC	$	3,147.03
2005617	AMERICAN COMMERCIAL TRADING INC	$	12,990.00
2005619	GLOBAL EQUIPMENT COMPANY INC	$	938.37
2005620	INTERNATIONAL ASSOCIATION CHIEFS OF POLICE	$	190.00
2005622	STAPLES BUSINESS ADVANTAGE	$	2,330.49
2005623	STAPLES BUSINESS ADVANTAGE	$	592.57
2005624	STAPLES BUSINESS ADVANTAGE	$	235.62
2005625	FOLLETT HIGHER EDUCATION GROUP INC	$	67,919.72
2005626	MICROSOFT CORPORATION	$	607.68
2005628	DELL COMPUTER COMPANY	$	10,024.50
2005629	EASTBAY INC	$	700.38
2005630	NEW TANGRAM LLC	$	749.89
2005632	SAN BERNARDINO CCD	$	840.00
2005635	WAXIE SANITARY SUPPLY	$	7,000.00
2005639	OLYMPUS AMERICA INC	$	7,877.16
2005641	MUSE, WILLIAM	$	1,260.66
2005644	SAN BERNARDINO CCD	$	4,088.90
2005645	SAN BERNARDINO CCD	$	309.87

Purchase Order Report
June 11, 2020

PO#	Supplier Name		Amount
2005646	FOLLETT HIGHER EDUCATION GROUP INC	$	26,500.00
2005647	FOLLETT HIGHER EDUCATION GROUP INC	$	8,117.37
2005649	BACKFLOWSIM	$	426.22
2005652	TORRES, JOSE	$	3,111.42
2005654	VERIZON WIRELESS	$	2,197.45
2005655	ACR PUBLICATIONS INC	$	285.00
2005656	ACR PUBLICATIONS INC	$	614.71
2005658	ACR PUBLICATIONS INC	$	1,522.51
2005659	CDW LLC	$	31,539.87
2005660	FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGE	$	6,800.40
2005661	STAPLES BUSINESS ADVANTAGE	$	801.83
2005663	SAN BERNARDINO CCD	$	2,084.72
2005664	SVM LP	$	12,585.12
2005665	SVM LP	$	10,022.57
2005669	STATER BROS MARKETS	$	39,950.00
2005672	CDW LLC	$	226,781.92
2005673	DELL COMPUTER COMPANY	$	441.67
2005675	FISHER SCIENTIFIC COMPANY LLC	$	197.87
2005678	GRIZZLY INDUSTRIAL INC	$	1,646.20
2005680	JOHNSTONE SUPPLY	$	10,543.81

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

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

DATE: June 11, 2020

SUBJECT: Quarterly Financial Status Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District is required to report its financial and budgetary conditions to the Chancellor's Office quarterly on the CCFS-311Q form.

ANALYSIS

The attached report reflects the District's ability to operate within its fiscal means, with the use of short-term borrowing to meet its cash flow needs. Questions regarding this report may be addressed to the Fiscal Services Department.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

Quarterly Financial Status Report, CCFS-311Q
ENTER OR EDIT CURRENT DATA

2019-2020 Q3 Closed For Edits.

CHANGE THE PERIOD

Fiscal Year: 2019-2020

District: (980) SAN BERNARDINO **Quarter Ended: (Q3) Mar 31, 2020**

I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Closed for edits after May 17, 2020

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Projected Actuals as of June 30 (Col. 4)
A.	**Revenues:**				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	106,548,878	106,639,345	88,548,909	106,639,345
A.2	Other Financing Sources (Object 8900)	2,050,000	2,050,000	16,369	2,050,000
A.3	**Total Unrestricted Revenue (A.1 + A.2)**	108,598,878	108,689,345	88,565,278	108,689,345
B.	**Expenditures:**				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	112,805,845	113,271,660	82,637,842	113,271,660
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	826,056	1,787,403	2,194,455	1,787,403
B.3	**Total Unrestricted Expenditures (B.1 + B.2)**	113,631,901	115,059,063	84,832,297	115,059,063
C.	**Revenues Over(Under) Expenditures (A.3 - B.3)**	-5,033,023	-6,369,718	3,732,981	-6,369,718
D.	**Fund Balance, Beginning**	17,596,540	17,596,540	17,596,540	17,596,540
D.1	Prior Year Adjustments + (-)	6,462,561	6,462,561	6,462,561	6,462,561
D.2	**Adjusted Fund Balance, Beginning (D + D.1)**	24,059,101	24,059,101	24,059,101	24,059,101
E.	**Fund Balance, Ending (C. + D.2)**	19,026,078	17,689,383	27,792,082	17,689,383
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	16.7%	15.4%	32.8%	15.4%

SAVE EDITS »»

II. Annualized Attendance FTES: This data is being captured in CCFS-320 and is no longer required here.

G.1	Annualized FTES (excluding apprentice and non-resident)	

III. Total General Fund Cash Balance (Unrestricted and Restricted)

		Amount as of the Specified Quarter Ended
H.1	Cash, excluding borrowed funds	35,693,318
H.2	Cash, borrowed funds only	0
H.3	Total Cash (H.1+ H.2)	35,693,318

IV. Has the district settled any employee contracts during this quarter? For first quarter reporting, has the district settled any employee contracts during the fourth quarter of the prior fiscal year or during the first quarter of the current year?

○ Yes ◉ No

If yes, complete the following: ***(If multi-year settlement, provide information for all years covered.)***

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
			Permanent		Temporary			
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

** As specified in Collective Bargaining Agreement or other Employment Contract*

SAVE EDITS »»

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

2000 Characters Remaining

d. Did any contracts settled in this time period cover part-time, temporary faculty? ○ Yes ◉ No

d.1
Does the contract include minimum standards for the terms of reemployment preference and evaluation for part-time, temporary faculty in order to remain eligible to receive Student Equity and Achievement Program funds*? ○ Yes ◉ No

d.2
Does the collective bargaining agreement achieve parity between compensation for full-time and part-time, temporary faculty? ○ Yes ◉ No

As a condition for receiving Student Equity and Achievement Program funds, negotiations between districts and the exclusive representative for part-time, temporary faculty must include minimum standards for the terms of reemployment preference and evaluation as outlined in Education Code section 87482.3. Education Code section 78222(d)(2) links the negotiation requirement to the receipt of funds for the Student Equity and Achievement Program.

V. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANs), issuance of COPs, etc.)? ○ Yes ◉ No

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

2000 Characters Remaining

VI. Does the district have significant fiscal problems that must be addressed? **This year?** ○ Yes ◉ No
Next year? ○ Yes ◉ No

Describe the problem(s) and action(s) to be taken. If the district is projecting deficit spending (a negative value for section I.C above) or an ending unrestricted general fund balance less than 10% of annual expenditures (section I.F.1 above),please identify the primary factors contributing to deficit spending and/or describe the districtâ€™s reserve balance management strategy. Provide additional information as needed to CCFS311admin@cccco.edu.

2000 Characters Remaining

«« EXIT WITHOUT SAVING SAVE EDITS »»

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4550
Sacramento, California 95811

Send questions to:
ccfs311admin@cccco.edu

California Community Colleges Chancellor's Office

Quarterly Financial Status Report, CCFS-311Q

VIEW QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2019-2020

District: (980) SAN BERNARDINO **Quarter Ended: (Q3) Mar 31, 2020**

I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	As of June 30 for the fiscal year specified: Actual 2016-17	Actual 2017-18	Actual 2018-19	Projected 2019-2020
A.	**Revenues:**				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	96,715,398	95,130,564	108,153,525	106,639,345
A.2	Other Financing Sources (Object 8900)	16,241	43,023	2,306	2,050,000
A.3	**Total Unrestricted Revenue (A.1 + A.2)**	96,731,639	95,173,587	108,155,831	108,689,345
B.	**Expenditures:**				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	89,347,559	93,886,226	107,988,432	113,271,660
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,231,356	1,009,397	811,546	1,787,403
B.3	**Total Unrestricted Expenditures (B.1 + B.2)**	90,578,915	94,895,623	108,799,978	115,059,063
C.	**Revenues Over(Under) Expenditures (A.3 - B.3)**	6,152,724	277,964	-644,147	-6,369,718
D.	**Fund Balance, Beginning**	16,665,949	22,604,005	18,240,687	17,596,540
D.1	Prior Year Adjustments + (-)	-214,668	-4,641,282	6,462,561	6,462,561
D.2	**Adjusted Fund Balance, Beginning (D + D.1)**	16,451,281	17,962,723	24,703,248	24,059,101
E.	**Fund Balance, Ending (C. + D.2)**	22,604,005	18,240,687	24,059,101	17,689,383
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	25%	19.2%	22.1%	15.4%

II. Annualized Attendance FTES: This data is being captured in CCFS-320 and is no longer required here.

G.1	**Annualized FTES (excluding apprentice and non-resident)**				

III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year: 2016-17	2017-18	2018-19	2019-2020
H.1	Cash, excluding borrowed funds		37,680,991	46,423,567	35,693,318
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	37,785,530	37,680,991	46,423,567	35,693,318

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	**Revenues:**				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	106,548,878	106,639,345	88,548,909	83%
I.2	Other Financing Sources (Object 8900)	2,050,000	2,050,000	16,369	0.8%
I.3	**Total Unrestricted Revenue (I.1 + I.2)**	108,598,878	108,689,345	88,565,278	81.5%
J.	**Expenditures:**				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	112,805,845	113,271,660	82,637,842	73%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	826,056	1,787,403	2,194,455	122.8%
J.3	**Total Unrestricted Expenditures (J.1 + J.2)**	113,631,901	115,059,063	84,832,297	73.7%
K.	**Revenues Over(Under) Expenditures (I.3 - J.3)**	-5,033,023	-6,369,718	3,732,981	
L	Adjusted Fund Balance, Beginning	24,059,101	24,059,101	24,059,101	
L.1	**Fund Balance, Ending (C. + L.2)**	19,026,078	17,689,383	27,792,082	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	16.7%	15.4%		

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: ***(If multi-year settlement, provide information for all years covered.)***

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
			Permanent		Temporary			
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

** As specified in Collective Bargaining Agreement or other Employment Contract*

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

d. Did any contracts settled in this time period cover part-time, temporary faculty? **NO**

d.1
Does the contract include minimum standards for the terms of reemployment preference and evaluation for part-time, temporary faculty in order to remain eligible to receive Student Equity and Achievement Program funds*? **NO**

d.2
Does the collective bargaining agreement achieve parity between compensation for full-time and part-time, temporary faculty? **NO**

As a condition for receiving Student Equity and Achievement Program funds, negotiations between districts and the exclusive representative for part-time, temporary faculty must include minimum standards for the terms of reemployment preference and evaluation as outlined in Education Code section 87482.3. Education Code section 78222(d)(2) links the negotiation requirement to the receipt of funds for the Student Equity and Achievement Program.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANs), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **This year?** **NO**
Next year? **NO**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: Resignations & Retirements

RECOMMENDATION

This item is for information only.

OVERVIEW

In accordance with Board Policies 2430 and 7350 the Chancellor or designee is authorized by the Board of Trustees to accept the retirement or resignation of any employee.

ANALYSIS

The employees on the attached list have submitted in writing their intention to either retire or resign.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

Resignations & Retirements

Presented for Information June 11, 2020

[v.5.21.2020.p.1|2]

Resignations	Years of Service	Last Date of Employment
Bender, Mary Administrative Secretary I CHC Occupational Education	19.5	06/30/20
Hendrickson, Catherine Librarian CHC Library	16	06/30/20
Holt, Kelly Lead Custodian CHC Custodial	16	06/30/20
Quach, An Dang Custodian I CHC Custodial	14.5	06/30/20
Wilson, Kathryn Administrative Secretary I CHC Counseling	16	06/30/20
Mitchell, Phylis Clerical Assistant II DIST Facilities Planning	20	06/30/20
Alblinger, Diana L. Instructor, Speech/Theatre Art SBVC Theater Arts	35.5	06/30/20
Bidney, Cynthia Administrative Secretary SBVC Nursing	19	06/30/20
Dean, Rebecca Food Service Specialist SBVC Food Services	27.5	06/30/20
Free, Sheela S. Instructor, English SBVC English	18	05/23/20
Galindo, Cecilia Admissions and Records SBVC Admissions & Record Technician	22.5	06/30/20
Jollie, Melody Lead Custodian SBVC Custodial	25	06/30/20
Jorgensen, Judy Instructor, Architecture SBVC Science	22	06/30/20

Resignations & Retirements

Presented for Information June 11, 2020

[v.5.21.2020.p.2|2]

Klingstrand, Marianne Instructor, Psychiatric Tech SBVC Science	26	06/30/20
Mason, Jerry Custodian I SBVC Custodial	35	06/30/20
Maurizi, Tamara Instructor, Nursing SBVC Nursing	26	06/30/20
Moore, Anita Administrative Secretary SBVC Counseling & Matriculation	42.5	06/30/20
Sadler, Roger Instructor, Biology SBVC Science	25	06/30/20
Vasquez, Mary Lou Instructor, Office Information Systems SBVC OIS/MIS	25.5	06/30/20

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Jose F. Torres, Interim Chancellor

REVIEWED BY: Jose F. Torres, Interim Chancellor

PREPARED BY: Dr. Kevin Horan, President, CHC
Diana Rodriguez, President, SBVC
Kristina Hannon, Vice Chancellor, Human Resources & Police Services

DATE: June 11, 2020

SUBJECT: Volunteers

RECOMMENDATION

This item is for information only.

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.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

Volunteers

Presented for Information on June 11, 2020

[v.5.20.2020.p.1|1]

	Site	Assignment	From	To
Bangasser, Susan	SBVC	Chemistry	7/1/2020	06/30/21
Bello, Geraldine	SBVC	Criminal Justice	7/1/2020	06/30/21
Burquez, Edgardo	SBVC	Criminal Justice	7/1/2020	06/30/21
Clark, Christopher	SBVC	Physics	7/1/2020	06/30/21
Delceppo, Mario	SBVC	Criminal Justice	7/1/2020	06/30/21
Drews, Glenn	SBVC	Biology	7/1/2020	06/30/21
Flores, Daniel	SBVC	Criminal Justice	7/1/2020	06/30/21
Flores, Susie	SBVC	Criminal Justice	7/1/2020	06/30/21
Gault, Jacob	SBVC	Criminal Justice	7/1/2020	06/30/21
Ikeda, Mark	SBVC	Biology	7/1/2020	06/30/21
Kivett, Christopher	SBVC	Criminal Justice	7/1/2020	06/30/21
Mascetti, Jason	SBVC	Criminal Justice	7/1/2020	06/30/21
Patel, Mehul	SBVC	Criminal Justice	7/1/2020	06/30/21
Rodriguez, Michael	SBVC	Criminal Justice	7/1/2020	06/30/21
Sanchez, Oscar	SBVC	Criminal Justice	7/1/2020	06/30/21
Szumski, Edward	SBVC	Development & Community Relations	7/1/2020	06/30/21
Vega, Heather	SBVC	Criminal Justice	7/1/2020	06/30/21
Vinalay, Maria	SBVC	Criminal Justice	7/1/2020	06/30/21
Zhao, Lily	SBVC	Criminal Justice	7/1/2020	06/30/21

June 2020

BOARD OF TRUSTEES REPORT

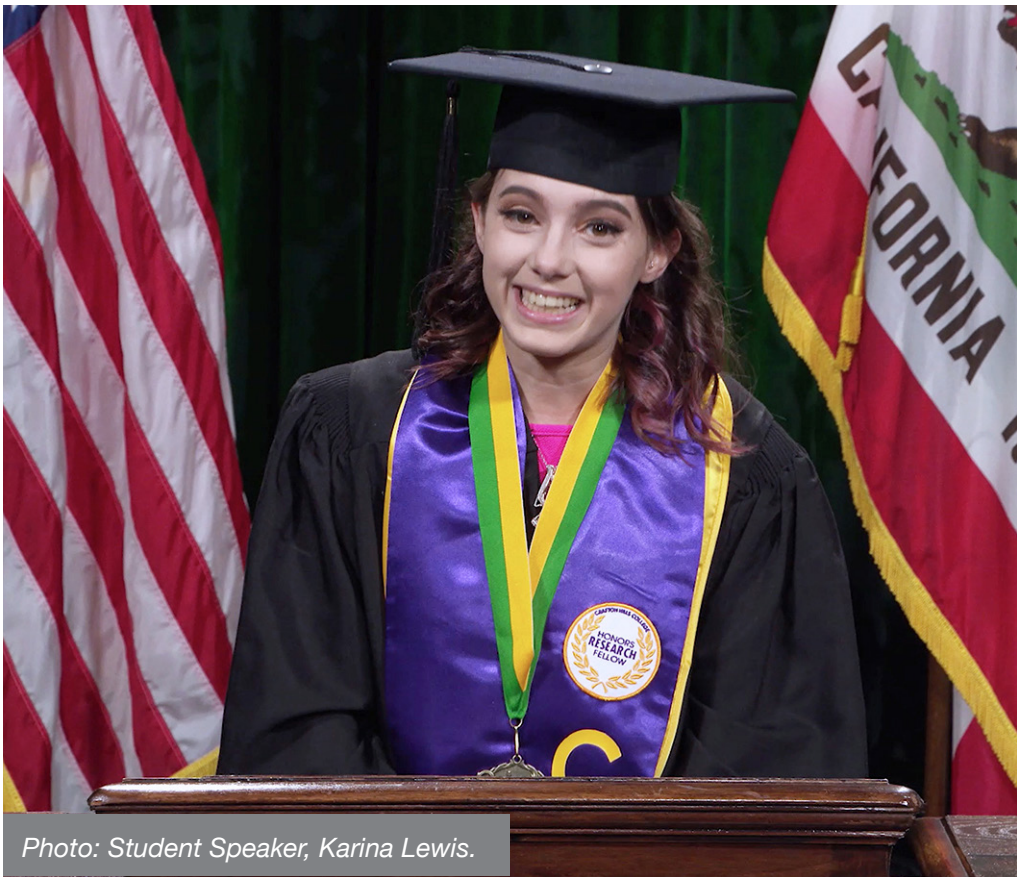


Photo: Student Speaker, Karina Lewis.

Congratulations Class of 2020!

The 48th Annual Commencement Ceremony at Crafton Hills College was held virtually on Friday, May 22nd. The ceremony was prerecorded, but the link didn't go live until 6 p.m. Viewers had a choice to stream the event through Youtube or Facebook through the homepage of the Crafton Hills College website.

The event incorporated all traditional elements of the in-person ceremony including individual recognition of the 237 graduates who participated. The ceremony began with the song "Pomp and Circumstance" while a montage of videos featuring faculty and staff waving and cheering for the graduates set a celebratory tone.

Continued on page 2.

Fire Academy 102 Celebration

On Friday, May 8th, the 29 cadets from CHC Fire Academy 102 spent their final day of the program celebrating their accomplishments. Some tri-tip, a cake, and tossing around a football replaced the usual bagpipes, formal presentation, and cheering family members of past completion celebrations. Although the cadets sat six feet apart and wore masks, the bond they formed throughout their 16 weeks is undeniable.

While this was not the traditional ceremony the Academy was hoping for, the group appreciated that they were able to celebrate their completion. The CHC Fire Academy was the only academy in the State to remain active during the COVID-19

Continued on page 7.



Photo: Captain Drew Smith, Cal Fire.



Photo: Jimmy Urbanovich, Professor of Communications with Tyrone Ross, Student Senate President and Student Speaker, Karina Lewis filming for virtual commencement.

Virtual Commencement Ceremony continued...

Crafton Hills College President Dr. Kevin Horan was first to congratulate the class of 2020, which happens to be the largest graduating class in the history of the College. In total, the institution had 794 graduates who earned 650 degrees and 631 certificates during the 2019-2020 academic year.

Student senate president and 2020 graduate Tyrone Ross began the ceremony leading the virtual audience in the pledge of allegiance. Ross received an associate degree in Communications and is transferring to UCR majoring in global studies. Ross hopes to learn more about different cultures, policies and economic growth around the world, and his career goal is to become an officer in the military.

Graduate Vanessa Terry provided a beautiful performance of the National Anthem. Terry, a theater arts major, received two theater arts degrees -- one with a concentration in performance, the other in technical theater and a fine arts degree. She served as president for the Theater Arts Association Club on campus this semester, and earlier this year performed in the Black History Month opening and closing ceremonies.

"The secret to life is to 'keep discovering, keep learing, and remembering your purpose.'"

A communication studies AA-T degree earner, Karina Lewis, served as the student speaker. Lewis, who graduated with a 4.0 GPA from Crafton this year, is transferring to CSUSB and will be dual majoring in English and communication studies. Lewis worked at the Crafton Hills Tutoring Center, tutoring in English and communications studies. She was also a member of the Crafton Hills College Honors Institute and the vice-president of the Communications club.

This years' keynote address was given by Dr. Judith Valles. Valles, former mayor for the city of San Bernardino and published author, expressed to the graduates that they should be proud of themselves and take this opportunity to renew. Valles communicated that the secret to life is to "keep discovering, keep learning, and remembering your purpose."

The ceremony concluded with an inspirational message from the Crafton Hills College Academic Senate President and sociology professor, Julie McKee. Mckee encouraged this year's graduates to never give up. She shared the story of Walt Disney as an example of overcoming obstacles and facing challenges while inspiring the graduates to do the same.

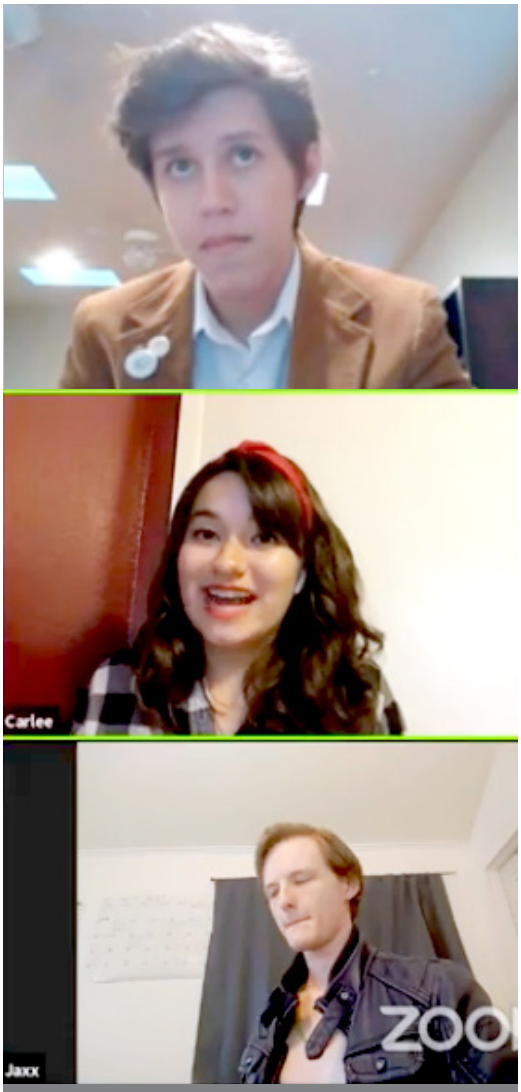


Photo: Student performances on Zoom.

New Works Festival

Crafton Hills College's theater department presented the inaugural New Works Festival, "In the Beginning," virtually on Saturday, May 9th.

The festival featured 30 unpublished new plays presented in four-time blocks with short breaks between each block. The performances ranged from 6 to 27 minutes and were performed live through Zoom accessible directly through YouTube.

With over 1,200 views during the nine-hour event, the Crafton Hills College theatre department truly produced a day of social-distance magic! Congratulations to the writers, directors, cast, and crew.



Photo: Joshua Robles, math instructor and faculty co-lead at team meeting.

Guided Pathways Planning

Faculty and staff have been working throughout the semester on a plan to implement the Guided Pathways Project at Crafton Hills College. The team meets regularly with the goal of developing guided pathways that will provide students with clear direction, including specific course sequences, aimed at increasing college completion rates and closing equity gaps.

The California Guided Pathways Project is an integrated, institution-wide approach to student success by creating structured educational experiences that support each student from point of entry to attainment of high-quality postsecondary credentials and careers.

This collaborative project has included college-wide discussions and feedback to make sure that students, faculty, and staff perspectives are all considered prior to implementation. The Guided Pathways team is currently working to map out the pathways and anticipates finishing the drafts in the Fall 2020 semester.

> **"These pathways will help students successfully map out their educational journey."**

Faculty lead Sabrina Jimenez outlined the progress stating, "our students voted, and approved pathways titled "CAPS," for Career and Academic Pathways." These pathways will help students successfully map out their educational journey. "Once the program is fully developed," Jimenez continued, "we will connect students with tools such as Career Coach to assist them in navigating in-demand job opportunities."

The six pathways in the development phase are Creative Arts, Communication and Design; Business and Industry; Public Safety and Health Services; Society, Behavior and Culture; Science, Technology, Engineering and Mathematics; and Exploratory.



Photo: Reynold E. Bernales.



Photo: Skye Barberena.



Photo: Clayton French.

Crafton Hills College Foundation Awards Scholarships

The Crafton Hills College Foundation awarded $161,950 in scholarships to more than 170 students. Due to the campus closure, the awarding of scholarships took place via email to each of the student recipients. This change didn't seem to affect their excitement as many of the students were very quick to reply with a "thank you" expressing their appreciation, including a few who even sent personal video messages that will be shared with their donors.

Forty-nine volunteers served on the scholarship committee to read, review, and score the scholarship applications. With over 370 applicants, and many of the students eligible for multiple scholarships, the committee had their work cut out for them.

Development Coordinator Carrie Audet, who oversees the scholarship program at the college, says the college depends on volunteers. "We depend on our scholarship committee to review the applications and we absolutely could not do this without their help," Audet stated. She explained that this year was especially challenging as the timeline for review landed just as the campus modified classes and services to a remote format. Audet explained, "some of our 'regulars' were not able to help this year as we had just gone online, but luckily there were others who were able to step up this year to volunteer."

The scholarships are funded through the CHC Foundation and made possible by more than 15 organizations and 100 individual donors who contribute annually. The scholarship recipient's pictures and bios are posted on the college website as a virtual recognition and in place of the traditional in-person convocation ceremony.



Photo: Crafton Hills College Foundation Board of Directors.



Photo: Scott Brown, SCE Fire Management Team.



Photo: Dan Sullivan, CHC Fire Academy instructor.

Fire Tech Students Learn About Electrical Safety

For 25 years, Dan Sullivan was a firefighter and later captain in the Los Angeles City Fire Department. Throughout his career, Sullivan noted that at each structure fire call he responded to, he and his crew paid special attention to staying safe around electricity. It is a lesson he continues to pass on to his students now as an instructor at Crafton Hills College's Fire Technology Program.

"Electricity is a big factor in the fire service, and you have to be aware of electricity in everything you do," said Sullivan.

Sullivan was joined in early March by Scott Brown, a member of Southern California Edison's Fire Management Team, to help teach electrical safety to the Fire Protection class. "There are no tools to deal with electrical safety; only training can keep you safe," said Brown, who noted SCE trains about 2,200 firefighters around electrical safety in a year. "We are their partners in this. Safety is our number one priority."

During the two-hour class, Brown discussed the hazards fire personnel may encounter around power lines, including poles hit by cars, structure fires, underground vaults, dig-ins, substations, and wildfire response. This presentation is part of an ongoing partnership between SCE and Crafton. Edison, a parent company of SCE, recently provided a $25,000 grant for fire program scholarships.



Photo: Cathleen D'Arpa - recipient of emergency assistance funds.

Growing Inland Achievement (GIA) Grant

On April 29th, the Crafton Hills College Foundation received a $10,000 grant from Growing Inland Achievement (GIA) to provide emergency assistance funds for students. Growing Inland Achievement is a regional collective impact organization aimed at increasing postsecondary credential attainment, adding more qualified people to the workforce, and contributing to a thriving economy.

The Foundation will use this grant money to continue its efforts to provide emergency assistance grants of up to $500 per student to help students continue their education. This financial assistance will help students experiencing unforeseen financial hardships because of lost jobs or wages due to the pandemic. Specifically, these funds will provide access to technology at home and basic needs such as food, rent, and utilities.

One of the recent recipients, Cathleen D'Arpa, a student in the Emergency Medical Technician program, credited this funding with her ability to continue her education. D'Arpa, who was recently laid off due to COVID-19, said, "Receiving this help has allowed me to pay for my WiFi and phone in order to attend class via Zoom chats, take online tests and complete homework assignments."

"This funding will allow students to focus on their studies," said Dr. Kevin Horan, Crafton Hills College president. "We are so grateful to GIA for their donation to help our students complete their post-secondary educational goals, which will ultimately lead to a well-trained workforce and a stronger economy."



Photo: EOPS Counselor Racquel Schoenfield and Zoom participants.

EOPS, CARE, CalWORKs, and Guardian Scholars Graduation

On May 21st, the EOPS/CARE/CalWORKs/Guardian Scholars department recognized the students in their programs who were graduating with certificates or degrees or, transferring to a four-year university. The program celebrated the 71 graduates, 15 with honors, and 5 with highest honors.

The Zoom virtual event began with Hawaiian music and island backdrop as Crafton President Dr. Kevin Horan congratulated the students: "This year has thrown an incredible extraordinary challenge in front of you, and each of you have risen to the challenge and met it head on."

Each student's name was announced with an accompanying slide that included his or her name, major, and transfer university, while students and family cheered, smiled, and waved as their screen was shared. Counselors and the Vice President of Student Services Dr. Delmy Spencer each took a moment to offer their words of encouragement and congratulatory messages.

"Each of the students we have honored has demonstrated great fortitude and inner strength in perusing their dreams," said program director Dr. Rejoice Chavira. Chavira gave an air hug to students on their success and ended the ceremony with a prerecorded video of staff donned in masks dancing to the song *Happy*, by Pharrell, while sending a final farewell to the graduates.



Photo: Judy Cannon and Denise See, CHI completer and 2020 graduate.

Honors Institute Recognizes Graduates

CHC Honors Coordinator Judy Cannon was unwavering in her commitment to celebrate the accomplishments of the 2020 graduates who completed the College Honors Institute (CHI) program despite COVID19 disruptions. Cannon declared, "just because we aren't having a luncheon to honor your achievements doesn't mean we don't want the world to know that you are an HONORS COMPLETER!" In lieu of the traditional luncheon, Cannon arranged for students to pick up yard signs designating their accomplishment, purple Honors stoles embossed with the letters "CHI," and certificates of completion.

Thirty-seven CHC Honors Institute graduates met the following requirements: completion of 15 semester units in honors courses with a grade of A or B, a cumulative GPA of 3.25 or higher in all transferable course work, completion of 15 hours of community service, and completion of associate degree requirements.

Six of the graduates were designated as Honors Research Fellows and received a patch which was sewn onto their stole. Research Fellows are students who participate in research workshops put on by the Honors Institute and present their research in at least one research conference, either at Crafton or at a university or professional organization.





Photo: Fire Academy Graduates, Cadet Adame and Cadet Bullock.

Fire Academy 102 Celebration

pandemic.

The college provided the group with a video ceremony that included comments from CHC Fire Academy Chief Mike Alder along with College President Dr. Kevin Horan and Dean of Career Services and Human Development Dan Word. Individual photos and video messages of each cadet were also included. The clear theme expressed by the students was their gratefulness to the SBCCD Board of Trustees and college administration for the opportunity to continue their education and complete the program.

Crafton Hills College alumnus and City of Redlands Battalion Chief Dave Ketcherside spoke to the group about his career in the Fire Service.

"Stay True - See it Through."

He highlighted the professional expectations, sacrifices, and rewards of this line of work. Chief Ketcherside's son was amongst the 29 cadets.

Cal Fire Captain Drew Smith, who served as an instructor for this academy, addressed the group with words of encouragement and advice. He urged the cadets to invest in their community and take pride in their work. Chief Alder presented awards and scholarships to students before Academy squad leaders carried on a tradition by presenting their academy plaque to be displayed in the engine bay.

This group certainly lived up to their motto, Stay True - See it Through. Congratulations Academy 102!



Transfer Recognition

As with many activities, the annual Transfer Recognition Luncheon was cancelled this spring. But, Transfer Center Coordinator Mariana Moreno found an alternate way to celebrate students who are transferring. The University Transfer Center created a short video compilation of congratulatory words and encouragement from the campus community. Moreno compiled the videos of faculty and staff offering advice and celebrating the students' accomplishments to simulate what she believes to be the students' favorite part of the event, "their professors and supporters congratulating them for their hard work and achievements."



Photo: Logo Design by Young Song.



Photo: Logo Design by Savanna Padilla.



Photo: Logo Design by Ariana Allen.

Multimedia Students Participate in Logo Design Contest

Students enrolled in the multimedia-130 design class engaged in a contest funded by the CHC Foundation. The class was challenged to design a logo that could be used for the college's athletics program.

Athletics are new to Crafton Hills College, and began with men's and women's swim teams in Spring 2018 and water polo in Fall 2019. The College is looking for a new logo to identify CHC athletic teams.

Dr. Iris Kern-Foster incorporated the need for a logo as a project in her "Digital Illustration with Adobe Illustrator 1" class, allowing each student the opportunity to develop a concept and pitch it. This course is essential for each degree and certificate offered in Crafton's new multimedia program, which was introduced in Fall 2019. The course features hands-on instruction in digital illustration and its use in print and web-based media. Dr. Kern-Foster used the CHC Roadrunner Logo project over the course of the semester.

"It is an exciting opportunity for students to practice a professional workflow, learning to revise based on client's feedback," said Dr. Iris Kern-Foster. "Students are incredibly supportive to each other and engaged in the process. In addition, students get to apply critical thinking skills and verbal presentation techniques to support their ideas."

"It is an exciting opportunity for students to practice a professional workflow, learning to revise based on client's feedback," said Dr. Iris Kern-Foster.

The first stage was to conduct research on athletics team logos incorporating animals. Students then moved on to the ideation stage, exploring different design directions with thumbnail sketches based on direction provided by Institutional Advancement Director Michelle Riggs and Aquatics Director Heather Chittenden. In the design phase, students developed logo design drafts in black and white, introducing color concepts a week later and refining them with feedback from classmates. Students tested the logo application on merchandise design, making modifications as needed. The last step was to create full sets of color and size variations for the logo.

The final class designs were presented to CHC President Dr. Kevin Horan on May 7 during the class meeting on Zoom. The creativity and individualism of each student's design was commended by Horan, who selected the contest winners. The first-place design was created by Young Song. The second-place designer is Savannah Padilla, and third is Ariana Allen. Honorable mentions are Fernando Flores and Mariah Rojas. The Foundation will award first, second and third place designers with $500, $300 and $200, respectively. The athletics department will continue to work with the multimedia program next semester to further develop the logo designs.

Economic Development & Corporate Training

Monthly Board of Trustees Report | June 2020

EDCT MENTORS OTHER COMMUNITY COLLEGES FOR LIVE VIRTURAL TRAINING



Photo: EDCT staff member, Cynthia Bernal, working with Rancho Santiago staff, Leila Mozaffari and Vanessa Palomares, to conduct a trial-run Zoom session with trainer, Frank Ortiz. This is helping Frank prepare for his first day of virtual training.

As of April 16th, 2020, San Bernardino Community College District's (SBCCD) Economic Development & Corporate Training (EDCT) transitioned to live virtual training for its Employment Training Panel (ETP) trainings. Through their ETP contract, EDCT offers technical and advanced skills training to local companies and their employees. To serve the 134 companies enrolled in the ETP program, instruction has converted to live videoconferencing trainings via Zoom. Since the transition, SBCCD EDCT staff has learned some best practices to conduct these virtual trainings.

SBCCD EDCT partners with 5 community colleges across the state to provide support and guidance for their ETP training outreach to their own areas of service. Two of these community college partners, Rancho Santiago Community College District and Napa Valley College are preparing to begin their first virtual trainings. SBCCD EDCT staff has been working closely with their staff to get them ready by coaching their trainers, establishing new attendance procedures, and instructing them on how to collect sensitive trainee information safely.

While this new online environment has been a challenging shift, SBCCD EDCT is grateful to work with the support of the entire District, EDCT trainers, subcontractors, other community college partners, and local company clients. This may be just the beginning for the new way of delivering training.

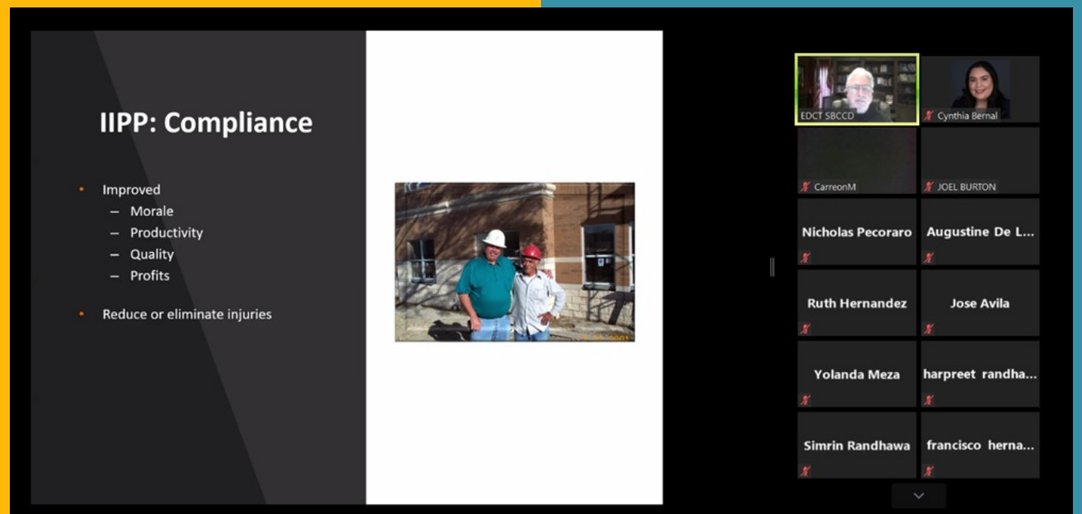


Photo: EDCT Trainer, Mike Rounds, training virtually in Cal OSHA 30.

ANOTHER EDCT FIRST!

EDCT OSHA TRAINERS FIRST TO PROVIDE OSHA-APPROVED VIRTURAL TRAINING

OSHA and Cal OSHA authorized trainer, Mike Rounds of San Bernardino Community College District's (SBCCD) Economic Development & Corporate Training, was the very first in the state to obtain approval from the Occupational Safety and Health Administration (OSHA) to provide virtual California OSHA training. It has always been required that all California OSHA training had to be conducted in-person only. Due to the COVID-19 crisis, OSHA has modified its rules to allow training and certification to be done virtually by with specific authorization for approved OSHA trainers.

Mike Rounds began his first Cal OSHA 30 training session for EDCT's Employment Training Panel (ETP) program on Thursday, May 7, 2020. This training is scheduled for every Thursday and Friday from 8am to 12pm until May 29, 2020,

IIPP – Part 4 – Hazard Assesment

State of California CAL OSHA Department of Industrial Relations

SAN BERNARDINO CALTRANS PROJECT BACK ON HIGHWAYS



CalTrans participants replaces sprinkler heads.

The San Bernardino Community College District's Caltrans Project overseen by the Economic Development and Corporate Training Center re-initiated operations on May 4, 2020. The San Bernardino Caltrans Project was working remotely for nearly a month.

The Department of Transportation's Caltrans has recently reassigned non-essential program tasks involving litter abatement to landscaping projects. Assignments such as removing unwanted vegetation and replantation, graffiti removal, firebreak at fence lines, general clean up and yard maintenance, restocking of vans, and minor storm damage repairs are included in reassignments.

Each Caltrans Project van will have two to three participants per van in order to follow social distancing guidelines between participants. Participants will be cleared to work by answering a series of questions concerning their health, and will be provided the appropriate protective equipment for their safety. The San Bernardino Caltrans Project are following Caltrans guidelines and scheduling participants to work two days on crew and two days remotely from their homes for a total of 32 hours per week.

This is a great sign for the San Bernardino Caltrans Project because training and stable income is important to the reintegration of the justice-involved population. The stability of work and income decreased the chances of recidivism for program participants.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Economic Development & Corporate Training

UPCOMING LIVE VIDEO CONFERENCE TRAINING

MAY/JUNE 2020
UPDATED 5/21/2020

FEE FOR TRAINING MAY BE COVERED BY ETP ENROLLMENT IN THE EDCT ETP PROGRAM.
CONTACT OUR OFFICE FOR MORE INFORMATION OR TO SEE IF YOU QUALIFY.

Training Title	Instructor	Weekday	Dates	Time Block	Session hours	Total Hours
Communication Skills Series	Marlene Cain	Tuesdays and Thursdays	May 26, 28, June 2, 4	1pm-3pm	2	8
Resilience During Change Series	Modern Clerisy	Mondays	June 1, 8, 15, 22	1pm-3pm	2	8
Leading in Crisis and Recovery	Mike Brady	Thursday	June 4	9am-11am	2	2
Six Sigma White Belt	Modern Clerisy	Thursdays	June 11, 18	8am-12pm	4	8
Essentials of Leadership	Frank Ortiz	Monday	June 15	10am-12pm	2	2
Inventory Control	Mark Hedges	Thursdays	June 18, 25	1pm-5pm	4	8
Creating a Customized Injury and Illness Prevention Program (IIPP)	Mike Rounds	Thursday, Friday	June 18, 19	8am-12pm	4	8
Managing Priorities	Frank Ortiz	Tuesday	June 23	1pm-3pm	2	2

ENROLL4ETP@SBCCD.EDU
EMAIL ADDRESS - TO ENROLL, WITHDRAW, OR TO RECEIVE TRAINING OUTLINES AND TRAINER BIOS, PLEASE EMAIL: ENROLL4ETP@SBCCD.EDU OR CALL US AT: (909) 387-1635

FOR ALL OTHER INQUIRIES OR TO SET UP A PRIVATE GROUP TRAINING, PLEASE CONTACT:

Briana Flores	Katie Myler	Cynthia Bernal	Roanne Holliman	Wendy Lester
909-381-2987	909-387-1686	909-382-4011	909-382-4084	909-382-4086



KVCR & FNX

BOARD OF TRUSTEES REPORT

June 11, 2020

Virtual Commencement Celebrates SBVC and CHC Graduates on KVCR-TV

KVCR welcomed the San Bernardino Community College District into our studio to record the speeches for the first ever virtual commencement ceremonies for both Crafton Hills College and San Bernardino Valley College. Our crew worked tirelessly to produce high quality video to honor the graduates, while also ensuring that proper social distancing and sanitation practices were observed by all involved.

Both commencement ceremonies began with clips of faculty and staff cheering and showing pride in their students from afar. The keynote speaker for both Crafton Hills and Valley College was former mayor of San Bernardino, Dr. Judith Valles. Dr. Anne Viricel, Chair of the Board of Trustees, introduced the trustees in attendance.



The San Bernardino Valley College virtual commencement began with introductions by Diana Rodriguez, President of SBVC. There was an ASL interpreter on the bottom right hand of the screen during the entirety of the commencement. Adrian Rios, President of the Associated Student Government, led the pledge of allegiance and the Voci Soli Ensemble sang the national anthem. Dr. Celia Huston, Academic Senate President, announced awards for outstanding faculty. Beverly Powell, President of the San Bernardino Valley College Foundation, offered congratulations to the Class of 2020. Next up was the announcement of the 2020 SBVC graduates. The video concluded with the Voci Soli Ensemble singing the Alma Mater.



For Crafton Hills College, Student Senate President recited the Pledge of Allegiance and 2020 graduate Vanessa Terry sang the national anthem. Following this, Dr. Kevin Horan, President of Crafton Hills College, welcomed the 794 graduates, noting that the Class of 2020 is the largest graduating class in the history of the college. Student Commencement Speaker Karina Lewis gave a speech, thanking the Crafton community and reflecting on the challenges of the year thus far, but looking to the future. Dr. Keith Wurtz, Crafton Hills College Vice President of Instruction, presented the 2020 Crafton Hills College graduating class.



KVCR aired the two colleges' virtual commencement ceremonies on Saturday May 23rd at 4:30 p.m.

EMPIRE KVCR 91.9 npr

BEAT REPORTER HIGHLIGHTS

Unique Problems COVID-19 Has Created For Hospice Care - Sarah McKinnon, Vice President of Seasons Hospice & Palliative Care, speaks on how hospice care workers are grappling with the COVID-19 pandemic. Seasons Hospice & Palliative Care has an office in San Bernardino.



Update To Draft Rule To Put More Clean Trucks On State Roads - The rule asks manufacturers to build zero-emission vehicles that put out less pollution than traditional trucks. By 2030, an estimated 100,000 zero-emission trucks could be on the state's roads, and that number could increase to 300,000 by 2035.



Coronavirus Interview: Congressman Pete Aguilar - Aguilar discusses a recent town hall he held with Small Business Administration experts, what's next for legislative coronavirus relief, and the state of testing for COVID-19 in the Inland Empire.

San Bernardino International Airport Announces Amazon As New Air Cargo Tenant Amazon will be the new tenant of a major air cargo center there, and it's causing some controversy. State attorney general Xavier Becerra and local environmental groups have sued the Federal Aviation Administration, the San Bernardino International Airport Authority, and developer Hillwood Enterprises over its approval.

MIDDAY NEWS SEGMENTS HIGHLIGHTS

Drive Thru Distribution - The Community Action Partnership of San Bernardino County held a drive-thru food distribution event at SBVC on April 22.



Hotel Rooms for Homeless California reached its goal of securing 15,000 hotel rooms for homeless people during the coronavirus outbreak, though the state's original goal was 51,000.

Isolation Proms – 2020 High school seniors head online for isolation proms to try to salvage the fun tradition.

Rehabilitation and Nursing Center Evacuated - Riverside County officials have filed a complaint over conditions at Magnolia Rehabilitation and Nursing Center in Riverside, which was evacuated after staff failed to show up for work.

Drop in Chronically Homeless - Riverside County's homeless population increased by nearly 3% in the last year, but chronically homeless people dropped by 27%.

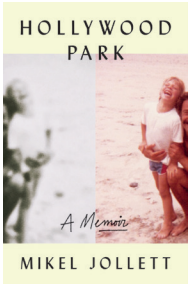
Donating Blood During COVID-19



LifeStream Chief Medical Officer Dr. Joe Chaffin urges people to give blood, ensuring that it's still a safe process.

Pharmacies to Order COVID-19 Tests - Governor Newsom announced that pharmacies now will be allowed to collect specimens and order COVID-19 tests.

THIS MONTH ON KVC-ARTS & LIFESTYLES



Benjamin Purper in conversation with **Mikel Jollett**, frontman of The Airborne Toxic Event and author of Hollywood Park.

Emmanuel Rogers in conversation with **John Goodwin** about the re-release of the Sci-Fi classic, ***Battlefield Earth*** | David Fleming speaks with **Jim Peterik** of "Eye of the Tiger" fame.

Remembering Mindi McNeil with interviews about the California Theatre of the Performing Arts in San Bernardino, and Tio's Tacos in Riverside | Comedian Brad Williams | Lillian Vasquez in conversation with Anson Williams.

Lifestyles with Lillian Vasquez

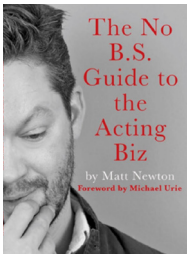
Lifestyles takes a fresh look at arts, culture and issues across our unique region. If it's interesting and it's here in the Inland Empire, it's Lifestyles with Lillian Vasquez.

Dr. Gayani DeSilva, Behavioral Health Medical Director for IEHP discusses mental health symptoms and where to go for help. Also on the show, Lillian speaks to **Julie Reints**, a mother and environmental scientist who founded Dissertation Soap, an eco-friendly soap business.



Lulu Garcia-Navarro, award-winning journalist and NPR host for Weekend Edition Sunday, talks about her reporting career around the globe. **Pamela Resser**, Water Safety and Swim Instruction Expert for British Swim School, discusses swim safety.

Kaben Clausen, the CEO of TruePublic, a public opinion platform that offers surveys covering a variety of topics. Kaben shares how TruePublic gathers information and breaks it down by age group, location, gender, and more.



Author, actor, and coach **Matt Newton**. Matt recently released his second book "The No B.S. Guide to the Acting Biz", which provides honest answers for those trying to make it in show business.

EMPIRE KVCR TV 24 PBS

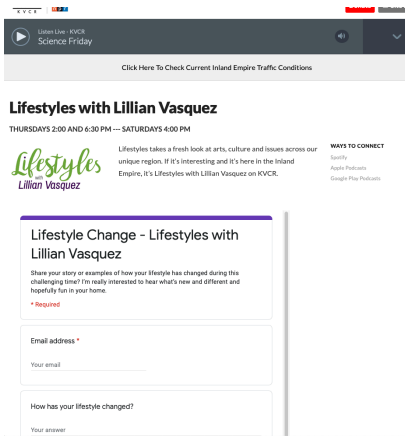
Local TV Production In Progress

KVCR Welcomes Interim General Manager Back



Alfredo Cruz previously served as General Manager of KVCR and FNX from 2013 to 2017, guiding the stations through one of their most productive and successful periods of growth. After taking some time off to focus on family, Cruz was hired at CSUSB to lead its multimedia student training lab, Coyote Radio and Advertising. "I love teaching and I love production,"Alfredo said, "so having the opportunity to work with the amazing students at CSUSB has been one of the most rewarding and satisfying periods of my career!" Previously, Cruz was also President and CEO at Denver jazz station KUVO, where he spearheaded the merger that created Rocky Mountain Public Media. Alfredo was also Station Manager at Trinity University's KRTU, in San Antonio, TX. When asked about returning to KVCR, Alfredo said "It's an honor to be asked to come back to my local station, to work for SBCCD and with this dedicated and passionate team at KVCR. I look forward to many more great achievements."

Lifestyles with Lillian Vasquez has asked listeners to share stories or examples of how their lifestyles have changed during this difficult time. An online form has been created at kvcrnews.org/lifestyles for stories to share on air.



Our partnership with the the San Bernardino County Superintendent of Schools (SBCSS) and the Riverside County Office of Education (RCOE) continues. Lessons are still being created that center around our educational programs that air on KVCR-TV. Once we receive the lessons we upload them to our education webpage at kvcr.org/education.

KVCR TV experimented with texting to pledge in our March pledge drive. As such, preparations are being made to test "text to pledge" for KVCR radio in our June pledge drive. Early results show that 80% of donors that donated via text are new members. It is still a work in progress. Pledge dates are June 17-26.

Programs In June

Babe Ruth at Sing Sing
This new documentary examines the backstory between the careers of Babe Ruth, the major sports figure of his day, and Lewis Lawes, who, as warden of Sing Sing, was considered "America's Warden." **June 12 at 9:00pm**

Seats at the Table - The story of a unique college course which teaches Russian literature at a maximum security juvenile correctional center. This thought-provoking film brings up questions about prison reform, the public perception of inmates, and the importance of positive, formative rehabilitation programs for young adults. **June 17 at 6:00pm**

California Coast - California Coast celebrates the most beautiful and most visited coastline in the world. The 1100-mile California Coastal Trail follows the coastline in its entirety, a magnificent once-in-a-century planning and construction effort. **June 21 at 10:00pm**

Grantchester Season 5 - It's 1957, and Will Davenport has settled into his role as vicar of Grantchester, but his faith will be thoroughly tested as he and Detective Inspector Geordie Keating are reminded of the darkness lurking in their little corner of Cambridgeshire. **Mondays at 8:00pm starting June 22**



Nova: Decoding Covid 19 - The coronavirus has upended life as we know it in a matter of mere months. Join the doctors on the front lines as they strategize to stop the spread, and meet the researchers racing to find treatments and vaccines. **June 25 at 7:00pm**

Defeating Cancer: Precision Medicine and Personalized Care - Narrated by cancer survivor Sharon Osbourne, this documentary focuses on cutting-edge biomedical and health research efforts, and the many threads that connect cancer patients to doctors, researchers and innovators across the country and around the world. **June 25 at 8:00pm**

COMING IN JULY ...
Fake: Searching for Truth in the Age of Misinformation - This program dissects breaking news, evaluates partisan content, and utilizes critical thinking before adopting radical stances. **July 2 at 8:00pm**

PBS TV24 | EMPIRE KVCR | npr 91.9

COMMUNITY MATTERS

Radio Adds New Voice



KVCR Radio added a new voice to the airwaves in May. Megan Jamerson and KVCR News entered into a contract for news story production for radio, online and social media. Megan relocated to the IE from Knoxville, Tennessee recently and has public radio, and some television news experience. We're happy to have her on board!

Here are some of the stories Jamerson reported on in her first month with 91.9 KVCR. Redlands Police Hold Safety Enforcement Event; State Temporarily Expands Food Benefits for Families; Riverside Mosque Modifies Community Meals and Charity During Ramadan; Community Organizers Turn Census Calls into Coronavirus Welfare Checks; Assemblymember Ramos' Tribal Safety Bill Moves Forward; Riverside County Opens Walk-In Sites for Coronavirus Testing; UCR Study: Nonprofit Growth in Inland Empire at Risk Due to COVID-19; Highway 38 Sign Dedicated to Fallen Mentone Firefighter; Marriage Ceremonies Go Virtual in San Bernardino County; Riverside County Superior Court To Delay Reopening. More coverage of the IE is coming.

Posted on our Social Media



KVCR-TV

From all your friends and neighbors at Empire KVCR, May The 4th be with you today!

91.9 KVCR NPR

DID YOU MISS INLAND EDITION TODAY?
We have a encore presentation airing at 5:30PM today. TUNE IN to 91.9!
Lillian Vasquez speaks with Dr. Joe Chaffin, Chief Medical Officer for LifeStream Blood Bank. Dr. Joe Chaffin explains the process of donating blood, why it's so important, and how blood donation centers are keeping facilities safe for donors and staff during the pandemic.



New KVCR Graphics Created For Bridging Connectivity

JUST WANTED TO SAY THANK YOU

During this difficult time, we want to reach out to our members and thank them for their support with this postcard.



NOW MORE THAN EVER CAMPAIGN



To create awarness about our television and radio upcoming pledge drives, we've created this image. The depiction of a family in a pillow fort is our light-hearted take on families sticking together and having fun during the corona virus lockdown.

FNX

PROGRAMS IN JUNE

The Only Image of My Father



Monika has never met her father. She knows only that his face was once on a Swedish stamp and that he was a Sami reindeer man, an indigenous Scandinavian. But who was her father? Why was he put on a stamp? And is he still alive? **June 8 at 9:00PM**

Bougainville: Killer Deal



After Bougainville's President died suddenly in June, the future of the island's huge mineral reserves is in doubt. A secret deal gives an Australian business a 70% share of the resources but does the deal still stand? **June 15 at 9:00PM**

Selangor Dam – Another dam, and another indigenous group fighting to preserve their patch of jungle. By the brown waters of the Selangor, a woman of the Orang Asli sings her lament. "People are taking our land, our tears are falling." The proposed government dam on the Selangor river will drown 1000 hectares of Orang Asli land to direct water to Malaysia's capital. **June 22 at 9:00PM**



Human Rights, Corporate Wrongs

The Indonesians being terrorized by mining corporations. Suharto may be gone, but the Indonesian military continues human rights abuses in defense of international mining interests. Reports of ethnic cleansing of indigenous tribespeople threaten to attract international attention. **June 22 at 9:10PM**

SOCIAL MEDIA



Newly elected San Manuel Band of Mission Indians Tribal Chairman Ken Ramirez spoke with FNX | First Nations Experience sister station and NPR affiliate 91.9 Empire KVCR FM. Chairman Ramirez spoke about the current closure of the San Manuel Casino, the San Manuel tribe's continued support of tribal and employee constituents, State and Federal aid, and about keeping the community safe.

IN PRODUCTION

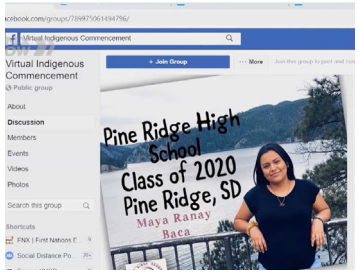
Ethnic Media Studies on COVID-19's Impact on the Developing World

FNX Producer Frank Blanquet worked on several segments this month, they include all of the following.



Working with Ethnic Media Studies to build a segment about Covid19's impact on the developing world. The segment featured experts Dan Nepstad, President and Founder of Earth Innovation Institute, as well as Dulce Gamboa, Policy Specialist at Bread for the World. The segment discussed how the pandemic is pushing desperate populations to seek survival in the rain forests, putting them further at risk.

A 24-minute TV segment on the human impact of mass incarceration in the U.S.—This includes the spread of the Corona Virus within U.S. jails and prisons systems. The segment featured policy experts Isabel Coronado and Zacky Smith from Next100.



This segment about the graduating Class of 2020, included a conversation about the Virtual Commencement Ceremony. Segment guest was David Bledsoe, Student Engagement & Communications Manager for the American Indian College Fund. A number of national organizations serving Alaska Native and American Indian Students came together to host a Virtual Indigenous Commencement Ceremony. The event took place on Facebook Friday May 1st.

Frank turned a 91.9 KVCR news story produced by radio reporter Benjamin Purper into an ***FNX Now*** segment. He interviewed newly elected San Manuel Band of Mission Indians Tribal Chairman Ken Ramirez. The story focused on Ramirez election amidst the Covid19 pandemic.

Blanquet also turned a second 91.9 KVCR radio segment into an ***FNX Now*** segment using host Lillian Vasquez's intererview with Jacob Coin, San Manuel Band of Mission Indians VP of Public Affairs about the tribe's community events and partnerships that include San Manuel Casino's culinary staff preparing food to feed hospital workers and the community.

FNX partnered with *Indian Country Today* to put their daily news program to air on FNX national broadcast. The FNX team works with ICT for 1.5 hours a day Monday through Friday to get the show captioned and to air at 7pm nightly, with a repeat at noon the following day.

San Bernardino Valley College



President's Board of Trustees Report

The President's Monthly Report to the Board of Trustees, Campus & Community

Class of 2020 Graduates in First-Ever Virtual Commencement Ceremony



Due to the COVID-19 pandemic, San Bernardino Valley College celebrated its graduating class of 2020 with a first-ever virtual commencement ceremony. The online livestream progressed exactly like SBVC's traditional in-person ceremony, except it could be viewed remotely on the campus's website, YouTube and Facebook. The event featured greetings from President Diana Z. Rodriguez, Chair of the SBCCD Board of Trustees Dr. Anne L. Viricel, and keynote speaker Dr. Judith Valles, San Bernardino's first Hispanic mayor and immediate past president of the San Bernardino Symphony Orchestra. After these congratulatory messages, graduates had their names read in alphabetical order alongside their virtual cards, which were designed and submitted by each graduate in advance. The major with the most graduates this year was again in Liberal Arts, which included 233 graduates emphasizing in Biological and Physical Science, and 302 emphasizing in Social and Behavioral Science. In total, 1787 students received 2,418 degrees and certificates, resulting in one of the largest graduating classes in the college's 93-year history. Congratulations, Wolverines!

SBVC Awards First Associate of Arts Transfer Degree in Spanish



Eloisa Contreras is using her Spanish language skills to help her community. A returning student, Contreras enrolled at SBVC in 2016, wanting to perfect her Spanish in order to become a certified interpreter for the health care or court system. In addition to taking several Spanish and Chicano history classes, Contreras was a supplemental instructor for the Spanish department and a member of Sigma Delta Mu. "All of my professors were very helpful and would motivate me," the San Bernardino resident said. Contreras made SBVC history in March when she became the first student to receive an AA-T degree in Spanish. The AA-T degree guarantees admission to the CSU system with junior status, and students can transfer "being much closer to meeting their academic goals and with a specific emphasis," Spanish instructor Nori Sogomonian said. This fall, Contreras will continue her studies at Cal State San Bernardino. "It's an honor to be the first student to receive the Spanish degree at SBVC," she said.



SBVC HIGHLIGHTS

SBVC Student Wins Best Director at Inaugural WolverineCon & Film Festival

SBVC's inaugural WolverineCon, now part of campus' annual International Student Film Festival, successfully transitioned to an online platform and had more than 85 submissions from around the globe. WolverineCon was planned as a way for different departments to collaborate, with art students creating event posters and theater students involved in an expo, panel discussion, and cosplay competition. Because of the pandemic, all on-campus events were cancelled and the films were broadcast live on YouTube and Facebook. This year's Grand Jury winner was "Meow" by Grace Wang of the Academy of Art University in San Francisco. SBVC student Jacob Hickman was also named Best Director for his Star Wars fan film "Powertrade." Through donations, sponsorships, and submission fees, this year's festival brought in $3,449. "Overall, given the circumstances of this year's event, it is a success," Lucas Cuny, assistant professor of Radio, Television, and Film, said.



Hip-hop Legend Warren G Treats SBVC Football Players to Barbecue Feast

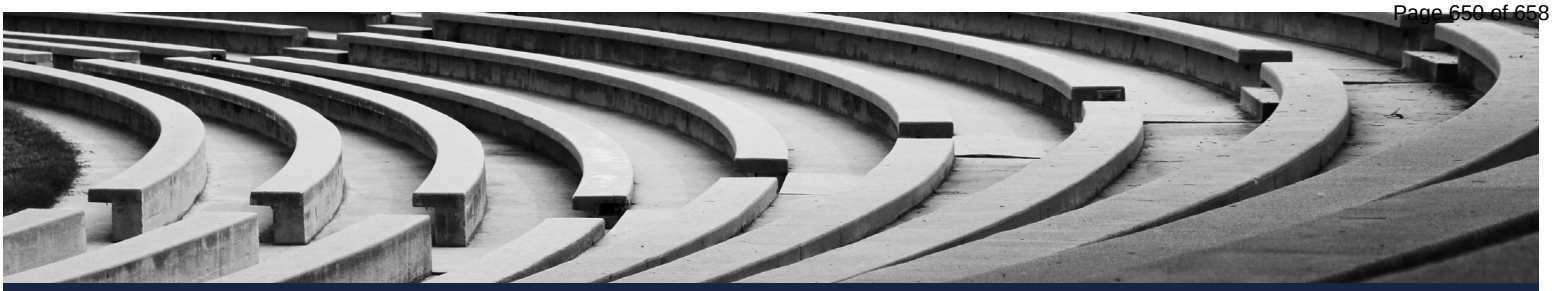


With a barbecue trailer filled with 50 pounds of chicken, 40 pounds of beef flank and short ribs, rapper Warren G spent one Saturday afternoon feeding SBVC football players the best meal most of them had since the coronavirus pandemic shut the world down. Coaches were buying their players groceries, as many of them were marooned thousands of miles away from home. "We have a food bank on campus that does a great job helping out our students in general, and thank goodness we have that," head coach Daniel Algattis said. "Warren said he has this barbecue rig and some food, let's get some things together and help some families in the area. Let's start with your team and your boys." Together with the "Regulate" rapper, the coaches devised a plan to feed the team in a safe and responsible way.

SBVC Student Earns Athletic Training Scholarship

Anicca Anguiano, a two-year member of the SBVC athletic training program, was named a 2020 recipient of the California Community College Athletic Training Student Scholarship as chosen by the California Community College Athletic Trainers Association. Anguiano will be transferring to the University of La Verne in the fall to continue her studies and training as an athletic trainer. In his nomination letter, SBVC head trainer Keith Candelaria wrote, "Anicca has proven to be the most reliable student we have had, as she maintained a full schedule of other obligations. Anicca works a full-time job at a local business as well as maintains a full-time class schedule. Maintaining all these responsibilities, Anicca was still able to stay consistent with her volunteer hours, remain punctual with her committed times, and work without taking days or times off from her schedule. Her time management skills, punctuality, and commitment to see all her duties through speaks volumes on her ability to becoming a successful student within the field of athletic training."



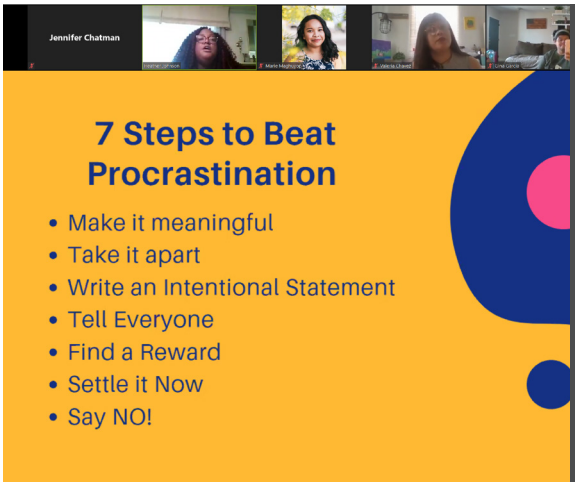


SBVC **SNAPSHOTS**

SBVC Launches Free Virtual Health & Wellness Activities

The Office of Student Life hosted a new workshop series to bring health and happiness to the campus community. In its first-ever virtual Zumba session, staff and students could dance away their calories from the comfort of their homes. Free virtual yoga classes also premiered through Zoom as an outlet for students to de-stress as they approached finals week.



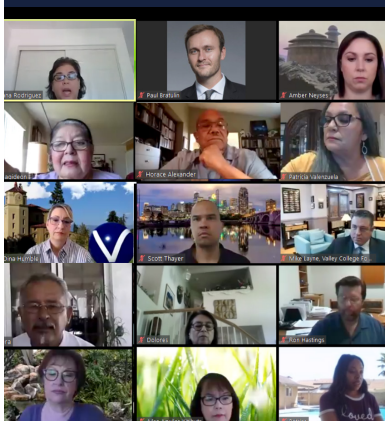


FYE Hosts Virtual Time Management Workshop

Heather Johnson, First Year Experience Counselor, hosted a special Zoom workshop for students seeking advice on how to better manage their time as they transitioned to schooling from home. Topics included how to avoid procrastination, how to create a to-do list, and best practices for multi-tasking while avoiding household distractions.

SBVC President Keeps Campus Updated Remotely

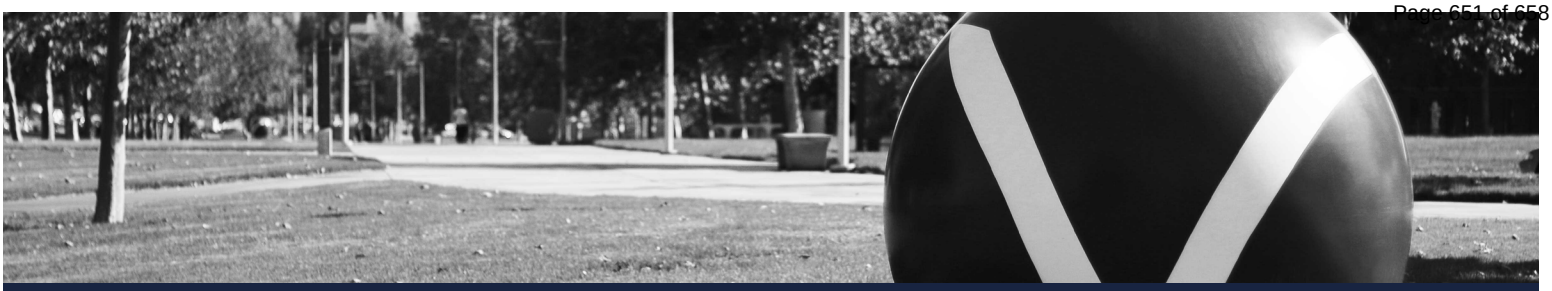
Despite the campus closure due to the COVID-19 pandemic, President Diana Z. Rodriguez was steadfast in maintaining effective communication with SBVC's staff and faculty. In her first-ever Zoom meeting, President Rodriguez spoke to over 150 campus members in virtual attendance. She gave updates regarding the status of Commencement, various strategies to provide student support through online platforms, and the future of on-campus resources for the fall semester. In light of the unpresented transition to off-campus work, President Rodriguez graciously thanked the dedication of the outstanding faculty and staff present, who continuously commit themselves to student success.



EOPS Distributes Regalia to Program Graduates

The Extended Opportunity Programs and Services (EOPS) of SBVC made every effort to recognize its program graduates. Counselors and staff members hosted a drive-by celebratory event to distribute graduation caps, tassels, and decorative frames to display the degrees and certificates the graduates earned.





SBVC HIGHLIGHTS

Oscar Luna: Graduating with Highest Honors & Transferring to Berkeley



Oscar Luna arrived at SBVC ready to change his life. Originally a nursing major, Luna switched to computer science because he was "always curious about how computers worked at a fundamental level," and is now headed to UC Berkeley – one of only a handful of SBVC computer science majors to transfer to a four-year college. Luna plans to major in electrical engineering and computer science, and chose Berkeley because it is "known for having the best computer science program in the country." Like the rest of his fellow graduates, Luna had no idea he would end his time at SBVC during a pandemic, but understands the necessity of a virtual commencement. "Public health is of the utmost importance right now," he said. "I wish things were different, but there are much bigger sacrifices other people are making." Luna will be attending this year's virtual Commencement ceremony as one of only 38 degree recipicents graduating with Highest Honors, or a 3.9–4.0 GPA.

SBVC's Academic Senate Continues its Accreditation Process During Closure



Members of the SBVC Academic Senate have continued to prepare the campus for its evaluation by the Accrediting Commission for Community and Junior Colleges (ACCJC), which has established a broad set of standards to ensure the quality of education provided by the institution. As part of the required periodic self-study, our campus must assess how well and to what degree we meet these accreditation standards. Prior to campus closure, SBVC was hosting several open forums for community input to be included in the Institutional Self-Evaluation Report by the Office of Research, Planning and Institutional Effectiveness. Due to the COVID-19 pandemic, the Academic Senate has transitioned to online meetings, has continued to send feedback surveys to campus, and has attended webinars presented by ASCCC, including "Accreditation with ACCJC During a State of Emergency." The Senate has also developed its first draft of SBVC's Accreditation Report, which includes pages of evidence of meeting standards that include institutional mission and effectiveness; student learning programs and services; resources; and leadership and governance.

UPCOMING EVENTS

June 1
Summer Session 1 Begins

June 22
Summer Session 2 Begins

July 6
Summer Session 3 Begins





BOARD OF TRUSTEES REPORT

TECH NEWS

San Bernardino Community College District
Technology and Educational Support Service

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TECHNOLOGY AND EDUCATION SUPPORT SERVICES

In light of all the changes that have been taking place in our District, our State and the rest of the Nation, we have faced and overcame many challenges over the past few months. It has been great to see everyone across the District working together to come up with solutions to many of the problems that we have faced.

We recently completed the Institutional Effectiveness Partnership Initiative (IEPI) Partner Resource Team (PRT) visit number three. This meeting took place on Monday, May 18 and covered about four hours. The PRT team provided some great information and gave us some positive feedback about the progress that we have made.

The other area that is a major priority within TESS is the Network Security Audit that is taking place. This audit is examining our network, servers and computers across the District to make sure that we following the best practices regarding security. This project started on May 18, 2020 and will be completed by June 30, 2020.

Many of the other projects that we are working on are covered in more detail throughout this Newsletter. We hope that you find this information useful and we look forward to hearing your feedback.

- Luke Bixler, Chief Technology Officer

ADMINISTRATIVE APPLICATIONS



Automatic refunds for COVID-19

SBVC and CHC asked that programming be done for students that have attended for Spring 2020. Current practice for enrollment fee refunds is students would have to go physically into Admission and Records and fill out a form to request a refund. Due to recent events, students are not coming on campus and for students have to drop because of COVID-19 reasons, the colleges would like the refunds to be automatic without the students having to fill out a form. Currently looking at programming options, working with other CCC's who are working on similar solutions to figure out a way to accommodate this request

Refunding Student Parking Fees

SBVC and CHC asked that we look into a way to refund student parking fees. Students who are eligible for BOG paid $20 for parking and non-BOG students paid $35. Students typically pay for parking permits in WebAdvisor through a third party company. We contacted the 3rd party company and got a list of students for both colleges along with the students' BOG status. We also worked with Ellucian and fiscal to identify processes in Colleague that would allow for the crediting of student accounts within Colleague.



ALTERNATE TEXT PRODUCTION CENTER

The ATPC grant serves the needs of students with print disabilities throughout the California Community College system by providing electronic and braille textbooks at no cost. We currently house over 35,000 textbooks that are available to all 115 colleges and serve approximately 10,000 requests per year.

This fiscal year we have created 1986 new accessible electronic textbooks that have helped students across the state. Of these books, 222 were transcribed into braille. We have continued to participate in the Accessibility Standards Workgroup (ASWG) in conjunction with the California Community College Chancellor's Office to develop a statewide accessibility standard.

Cranium Cafe Integration with Various Systems

SBVC and CHC requested integration of Cranium Café with Canvas, SARS and Colleague. Cranium Café has turned into the most reliable way of communicating with students in real time while staff is primarily working remote. The integration with Canvas w/ Cranium was already purchased and they gave the Canvas admins the secret key to turn on the functionality from within Canvas. The SARS integration is a bit more involved and a separate contract had to be signed for that with implementation occurring when the contract has been approved and Cranium has the resources to work with SBCCD. Colleague integration is similar in that the Cranium team is too busy to address that at this time but SBCCD is in an implementation queue so TESS will be contacted once their team is ready to work with us.

Cranium Cafe™
Because Human Connection Matters™



CRAFTON HILLS TECHNOLOGY SERVICES

UPDATING OUTDATED CAMPUS PCs

Technology Services is working on a project to update all faculty instructional computers. Essential Windows Updates and patches are being applied. Any other issues with the computers are being addressed as well. This will create a smoother, faster work environment for all faculty.



Technology Services now Remote

CHC Technology Services recently has gone remote! In addition to supporting all faculty and staff virtually, we are working on a solution to provide needed instructional software and resources to students. Currently, our Senior Technology Support Specialists are researching solutions to provide students with remote access to CIS software such as Adobe products and Maya.

Crafton's New Printers

CHC Technology Services will be receiving new copiers this summer! With these new copiers, we will be providing a cashless printing solution for students. Students will no longer need to worry about carrying around cash or exact change. Instead of paying for print jobs with cash, students will be able to add money to their print account through a credit card in advance, saving time.

TESS TECHNOLOGY SERVICES



DISTRICT SERVICES GOES REMOTE

Technical Services has spent the last month preparing our users to work remotely. We have setup VPN accounts for our users to connect back to work from home. We have purchased and distributed laptops and internet hotspots for our users who need them. To help our users with remote phone calling we have started to deploy RingCentral. This product allows our users to make calls from home using their laptops and internet connection instead of their personal phones. We will continue to explore and deploy new services to support our remote users.

CISCO EMERGENCY RESPONDER

Cisco Emergency Responder (CER) is being deployed to improve our 911 calling. CER will provide 911 operators and college police with more details of where our 911 callers are located. Once complete 911 operators will know the location details of our users on campus and will be able to call them back at their location if disconnected. College police will receive this information via e-mail and text alert.



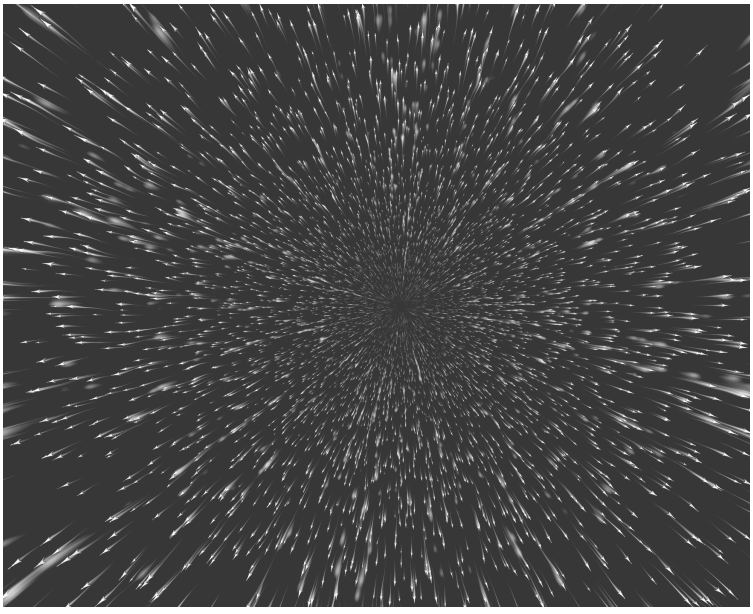
ADVANCED CYBERSECURITY LEARNING PLATFORM

Technical Services is continually taking steps to better secure our network and data. We continue to scan and fix vulnerabilities within our networks. We recently rolled our SANS Advanced Cybersecurity Leaning Platform (ACLP). This training provides our users with the information they need to stay safe on the internet. The trainings cover a wide range of topics including social engineering, Malware, Phishing and password best practices. There is even a training on working remotely.

VALLEY TECHNOLOGY SERVICES

DEPLOYMENT OF AMAZON WORKSPACES

We have been working with a consultant to deploy Amazon Workspaces for students. We were able to provide workspaces to Electronics students and a couple Architecture Students for this semester. We are building a system to deploy more workspaces to students in the summer and into the fall if needed. This will allow students taking online classes to get access to software that is currently available only on campus. The system allows students to run virtual machines on their Chromebooks or other personal devices.



UPGRADE OF WIRELESS CONTROL SOFTWARE

Our current wireless control software does not support the new WAPs (Wireless Access Points). We need to upgrade the control software in preparation of for expansion of our current wireless system. This upgrade does not require us to replace any existing WAPs.

UPGRADING SWITCH GEAR

We have replaced 90% of the campus switch gear. The switcheS that were installed had an issue with losing connections with their neighbor. We have been working to upgrade the firmware of the new switchgear. We will soon finish deployment of the new switchgear.



PRINT SHOP

Printing staff has been working on installing the new SBCCD logo decals on the district vehicles and Del Rosa Building windows. They have been doing this over the past couple of Thursdays, which are the only days we are physically in the office.

We have also printed several summer projects for SBVC Marketing. These include yard signs, flags for their flag poles and banners for the campus.

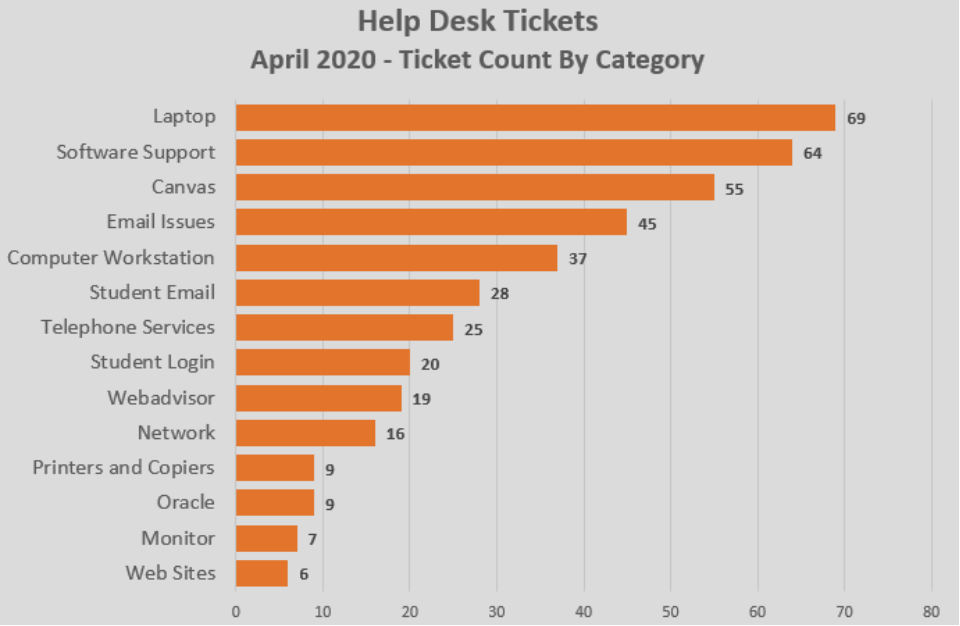


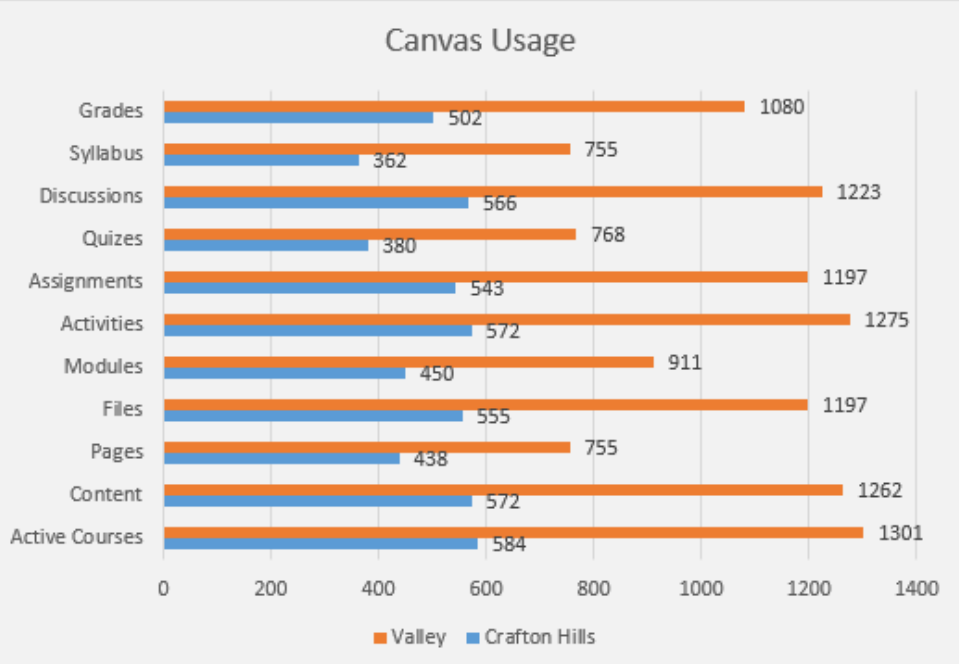


Sample artwork for the doors leading to the "District Office" and the Professional Development Center

HELP DESK AND CANVAS DASHBOARDS

The first chart below shows the type of Help Desk tickets that are received by volume. Over the past 30 days the Service Desk received 632 tickets excluding project requests. The second chart below shows the activity on Canvas. You can see that there has been an increase in the overall usage of Canvas by both colleges in the majority of the areas below.





ORACLE UPDATE

On May 17th Oracle went through its second quarter upgrade, 20B. This upgrade brought changes to the Expense Report module by enhancing the screens for ease of use. The organization of items and created reports are more accessible on the main screen. Also, the module has optimized the number of clicks the user needs to interact with the system.

Also in May, SBCCD obtained a new consultant company named ideaMetric. We will be transitioning between our current consultant to ideaMetric over the next couple of months. With ideaMetric's help, SBCCD has road-mapped the creation of additional reports for our users to utilize.