



## MINUTES

### **BOND CITIZENS' OVERSIGHT COMMITTEE CHAFFEY COMMUNITY COLLEGE DISTRICT**

**Monday, May 24, 2021**

#### **Videoconference**

**1:00 p.m. – 2:30 p.m. Regular Meeting**

#### **Committee Members Present/Area of Representation:**

Harwood, Jamie.....	Business Organization, Chino
Riley, Richard.....	Taxpayer Organization, Ontario
Sanchez, Loren.....	Advisory/Foundation, Upland
Sanders, Lauren.....	Student, San Bernardino
Scaggs, Wayne.....	Member at Large, Chino Hills
Skeers, Aaron.....	Member at Large, Rancho Cucamonga
Voigt, Audrey.....	Senior Advisory, Upland

#### **Chaffey College Personnel Present:**

Ament, Troy.....	Executive Director, Facilities and Construction, Chaffey College
Arellano, Myriam.....	Accounting Manager, Chaffey College
Cabildo, Patrick.....	Internal Auditor, Chaffey College
Erickson, Kim.....	Executive Director, Business Services, Chaffey College
Ramirez, Eva.....	Executive Assistant, Chaffey College
Riley, Sarah.....	Manager, Facilities Development, Chaffey College
Shannon, Henry.....	Superintendent/President, Chaffey College
Shah, Samir.....	Bond Program Manager, Chaffey College
Siddiqi, Melanie.....	Associate Superintendent, Administrative Services, Chaffey College

- I. WELCOME and INTRODUCTIONS — The meeting was convened at 1:01 p.m. by Jamie Harwood, chair of the Citizens' Oversight Committee. She read the following statement:

*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 officials to "attend" a meeting via videoconference 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 view the meeting may do so via a live-stream link, which has been posted publicly on the Chaffey College website. The meeting is also recorded.*

- II. PUBLIC COMMENTS – There were no public comments.
- III. COMMITTEE MEMBERSHIP – Chair Harwood reported that the Chaffey College Governing Board recently approved the following six members to serve a second, two-year term on this committee: Ed Cook, Richard Riley, Loren Sanchez, Aaron Skeers, Audrey Voigt, and Jamie Harwood. Members were thanked for their continued service.

- IV. ELECTION OF OFFICERS – Dr. Henry Shannon, superintendent/president of Chaffey College, recommended keeping officers as they are for one more year, Chair Jamie Harwood and Vice Chair Aaron Skeers. Moved by Loren Sanchez, second by Audrey Voigt.

Yeas: Harwood, Riley, Sanchez, Sanders, Scaggs, Skeers, Voigt  
Nays: None

Dr. Shannon thanked the officers for serving.

- V. APPROVAL OF MINUTES FROM DECEMBER 1, 2020 – The minutes from the December 1, 2020 meeting were approved as presented. Motion by Audrey Voigt, second by Loren Sanchez.

Yeas: Harwood, Riley, Sanchez, Sanders, Scaggs, Skeers, Voigt  
Nays: None

- VI. CHAFFEY COLLEGE PERSONNEL CHANGES – Dr. Shannon announced that Associate Superintendent of Administrative Services Melanie Siddiqi is retiring in July after 30 years of service to Chaffey College. Well wishes were expressed for Ms. Siddiqi, and she mentioned that it has been a privilege to work with this committee. Effective June 1, Troy Ament will serve as interim vice president of administrative services and emergency operations, in addition to his current role of supervising facilities and construction.

- VII. BONDS UPDATE (MEASURES L AND P) — Troy Ament, executive director of facilities and construction, provided a presentation pertaining to Measures L and P (see attached).

- a. New Instructional Building, Chino Campus – The project architect is HMC Architects; the schematic design, design development, and construction drawing phases have been completed; construction drawings are in Division of State Architect (DSA) review and constructability review process through July 2021; the project is on schedule.
- b. New Fontana Campus – The master planning architect is DLR Architects; demolition, fencing, and parcel consolidation have been completed; master planning for the new campus is complete and will be presented to the Chaffey College Governing Board on May 27; next steps are an RFQ/RFP for campus building design. The property is on Sierra Avenue, south of the 10 Freeway.
- c. New Library/Learning Commons, Rancho Cucamonga Campus – This is the College’s first design-build project; the criteria architect is LPA Architects; the criteria planning document was presented to the Chaffey College Governing Board on April 15, 2021; next steps are an RFQ/RFP for design builder.
- d. Michael Alexander Campus Center (MACC) Renovation and Expansion – The project consists of renovation and expansion of the first floor of the building to enlarge the dining and kitchen areas. The project architect is HGA Architects; workgroup meetings are underway; a student survey related to food services was recently conducted.
- e. Swimming Pool Renovation – The project scope is a full renovation of the existing site. The architect is HMC Architects; workgroup meetings are underway for the programming and design phase; project completion is expected in December 2023. Dr. Shannon added that the College’s aquatic programs will use other pools in the region, such as local high schools, during the downtime.
- f. Ontario Property Update – The College entered into a purchase and sale agreement in January 2021 for approximately 19.1 acres in the Ontario Ranch area near

- Cantu-Galleano Ranch Road and Milliken Avenue. The due diligence review period has been completed; the purchase is going for approval to the Chaffey College Governing Board on May 27; and next steps are an RFQ/RFP for master planning.
- g. Americans with Disabilities Act (ADA) Assessment – An ADA assessment has been completed for all campuses; the final report was received in January 2021; a workgroup is developing action plans; the development of project plans for DSA submittal and approval is underway; the architect for project plans is 19-6 Architects. To avoid duplicating efforts, the findings of the ADA assessment are being aligned with Measure P projects.
  - h. Summary of Funds, Measure P – A summary of program funds for the Measure P Bond, as well as other funding sources, was reviewed. The program funds total is \$715,794,609. The Measure P Bond funds total is \$700,355,739.
  - i. Remaining Funds, Measure P – A summary of remaining funds for the Measure P Bond, as well as other funding sources, was reviewed. The remaining balance is \$1,000,000 (this does not include funds that have been committed or allocated to projects). The survey of needs conducted prior to going out for the Measure P bond indicated that the College’s need was \$1.2b; however, the bond was \$700m. Dr. Shannon added that the College is fundraising for the remainder.
  - j. Measure L Updates – The boiler retrofit project is the only outstanding Measure L project. The scope is to replace Central Plant boilers and eliminate the need to repair failing underground hot water loop piping. The project includes 24 stand-alone boilers at designated buildings, engineering and drawings are in process now for DSA submittal.
  - k. Summary of Funds, Measure L – A summary of program funds for the Measure L Bond, as well as other funding sources, was reviewed. The program funds total is \$330,911,425. The Measure L Bond funds total is \$251,820,312.
  - l. Remaining Funds, Measure L – A summary of remaining funds for the Measure L Bond, as well as other funding sources, was reviewed. The remaining balance is \$6,959,862 (this does not include funds that have been committed or allocated to projects).
  - m. Questions
    - i. Committee Member Wayne Scaggs inquired about food services at the Chino Campus. Troy Ament and Sarah Riley replied that work is underway to provide expanded food service options and a student lounge area in the existing Main Instructional Building near the success center location. Additionally, College representatives have met with a private developer that owns the vacant land east of the Chino Community Center and confirmed there are plans for retail buildings, which will bring food offerings to the neighborhood and campus. Dr. Shannon added that a private developer was to have provided some retail and restaurants when the Chino Campus was first built in 2009, but that has yet to materialize.
    - ii. Committee Chair Jamie Harwood inquired about programming for the new Ontario Campus, especially as it is in close proximity to the Chino Campus. Dr. Shannon, Melanie Siddiqi, and Troy Ament replied that the College was searching for various locations in Ontario. The area that was chosen is seeing much growth and development, including new home construction. The focus of the programming for the Ontario Campus will be logistics and mechatronics. Each Chaffey College campus will have unique programming, in addition to offering general studies.

- VIII. MEASURE P FINANCIAL AUDIT – Patrick Cabildo, internal auditor for Chaffey College, introduced Rick Alonzo from EideBailly. EideBailly conducted the Measure P financial audit for the year ending June 30, 2020 (see attached report). Mr. Alonzo highlighted the audit opinion found on page 2, which reads:

*In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the General Obligation Bond Construction Fund (Measure P) of the District as of June 30, 2020, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.*

He explained that this is an unmodified opinion, which is the cleanest opinion that can be given. He added that the opinion was given without any audit adjustments, which is a very good sign. He also referenced page 11, which is blank, meaning there were no findings or recommendations, which is also a good sign. He commended the college for providing all necessary information in a timely manner, despite the challenges caused by the pandemic. The following Chaffey College employees were commended: Melanie Siddiqi, Troy Ament, Kim Erickson, Myriam Arellano, Eva Ramirez, Ashira Murphy, the employees in budgeting and accounting services, and the employees in facilities and construction.

- IX. RETENTION OF PERFORMANCE AND FINANCIAL AUDIT FIRMS — Patrick Cabildo recommended the firm CliftonLarsonAllen (CLA) to conduct the performance audits for Measures L and P, and the firm Eide Bailly to conduct a financial audit for Measure P, for the fiscal year 2020-2021. Moved by Ed Cook, seconded by Wayne Scaggs.

Yeas: Harwood, Riley, Sanchez, Sanders, Scaggs, Skeers, Voigt  
Nays: None

- X. COLLEGE UPDATE – Dr. Henry Shannon provided information regarding the following College activities (see attached).
- a. Campus Reopening – The mantra of the college’s Safe Campus Reopening Taskforce has been slow, safe, and sustainable. Safety has been one of the main priorities for returning to campus. This summer, the College will have some face-to-face classes, but only for courses that require face-to-face interaction, such as lab classes. Approximately 30% of classes will be in-person for the fall semester, there will be a mixture of in-person, hybrid, and online courses in the fall. In response to a question from committee member Lauren Sanders, Dr. Shannon mentioned that the College is strongly recommending vaccinations, and not requiring them at this time.
  - b. Strategic Realignment – Dr. Shannon shared information about a strategic management realignment.
  - c. Commencement 2021 – This year’s graduation ceremony was held online on May 20, and may be viewed at this link <https://www.youtube.com/watch?v=KUyx3LXg5U>. The student speaker, David Leon, was experiencing homelessness and was living out of his truck while taking classes. His success story has been picked up by news outlets locally and nationwide. Committee member Lauren Sanders mentioned she was proud to work with Mr. Leon as part of student government.
  - d. Enrollment Information – Enrollment declines have been seen at many colleges due to the pandemic. Information gathered in surveys conducted by Chaffey College indicate that students are struggling with homelessness, food insecurities, loss of employment, caring for children at home, etc. Chaffey College was down in enrollment approximately 8-9% in the spring, other colleges in the region have seen double-digit

declines. The largest drop in enrollment has been with men of color; this cohort has been especially hard hit during the pandemic. The college is working to bring students back.

- e. 10-Point Plan – The College’s executive team created the 10-Point Plan to better support students, specifically students of color.
- f. Newsletters April and May 2021 – Copies of the Chaffey College President’s Update for April and May 2021 were provided.
- g. Other – Dr. Shannon announced that this is Student Trustee Lauren Sanders’ last meeting with this committee; Ms. Sanders was thanked for her service. A new student trustee, Rousselle Douge, has been elected and begins in June. Dr. Shannon mentioned that a certificate of appreciation would be sent to Ms. Sanders.

XI. QUESTIONS/ANSWERS/DISCUSSION – None

XII. ADJOURN – The meeting was adjourned at 2:10 p.m.

*Documents referenced in these minutes are available on the Chaffey College Bond Citizens’ Oversight Committee website: <https://www.chaffey.edu/facilitiesdevelopment/citizens-oversight.php>*

**The next meeting of the Citizens’ Oversight Committee will take place in fall 2021.**

Agenda Item VII  
BONDS UPDATE (MEASURES L AND P)



# Measure P & Measure L Updates

CHAFFEY COMMUNITY COLLEGE DISTRICT  
BOND CITIZENS' OVERSIGHT COMMITTEE

MAY 24, 2021

# Updates

- ▶ New Chino Instructional Building
- ▶ New Fontana Campus
- ▶ New Library/Learning Commons - Rancho Cucamonga Campus
- ▶ Michael Alexander Campus Center (MACC) Renovation/Expansion
- ▶ Swimming Pool Renovation
- ▶ Ontario Property Update
- ▶ Americans with Disabilities Act (ADA) Assessment
- ▶ Financial Dashboards (Measure P)
- ▶ Measure L Updates
- ▶ Questions



# New Instructional Building - Chino Campus

- ▶ Project Architect: HMC Architects
- ▶ Schematic Design (SD), Design Development (DD) and Construction Drawing (CD) phases completed
- ▶ Construction Drawings (CD) in DSA review and constructability review process through July 2021
- ▶ Project is on schedule
  - ▶ Scheduled for Chancellor's Office approvals July 2021



# New Fontana Campus

- ▶ Master Planning Architect: **DLR Architects**
- ▶ Demolition/fencing/parcel consolidation complete
- ▶ Master planning for new campus complete
  - ▶ Pending approval at the June 2021 Governing Board meeting
- ▶ Next Steps
  - ▶ RFQ/RFP for campus building design, August 2021





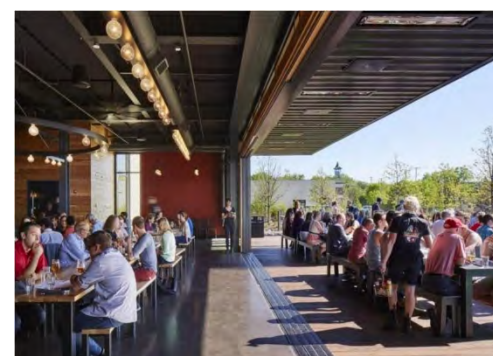
# New Library/Learning Commons Rancho Cucamonga Campus

- ▶ **First Design-Build Project**
- ▶ Criteria Architect: LPA Architects
- ▶ Criteria Planning Document presented at the April 15, 2021 Board meeting
- ▶ Next Steps
  - ▶ RFQ/RFP for design builder, July 2021



# Michael Alexander Campus Center (MACC) Renovation and Expansion

- ▶ Project Architect: **HGA Architects**
- ▶ Renovation/expansion of first floor to enlarge dining/kitchen areas
- ▶ Workgroup meetings underway
- ▶ Student survey conducted related to food services and design, 694 responses, May 2021

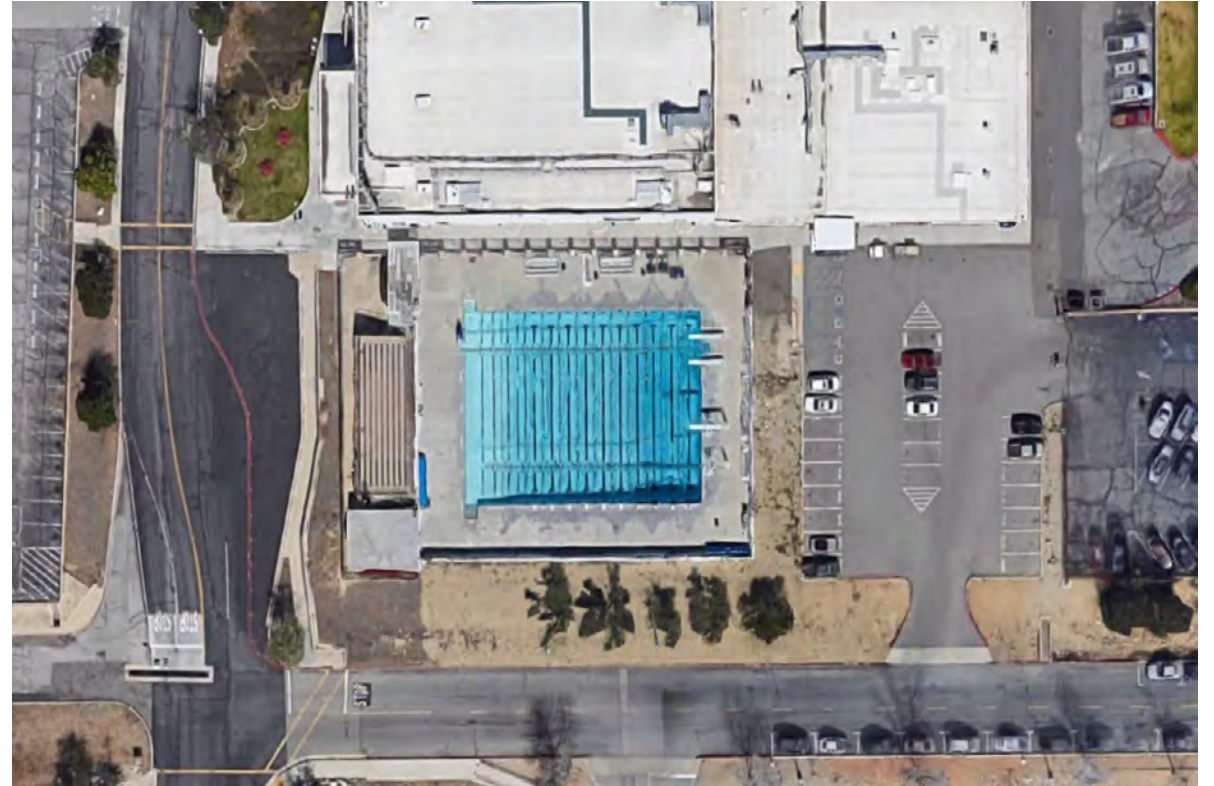




# Swimming Pool Renovation

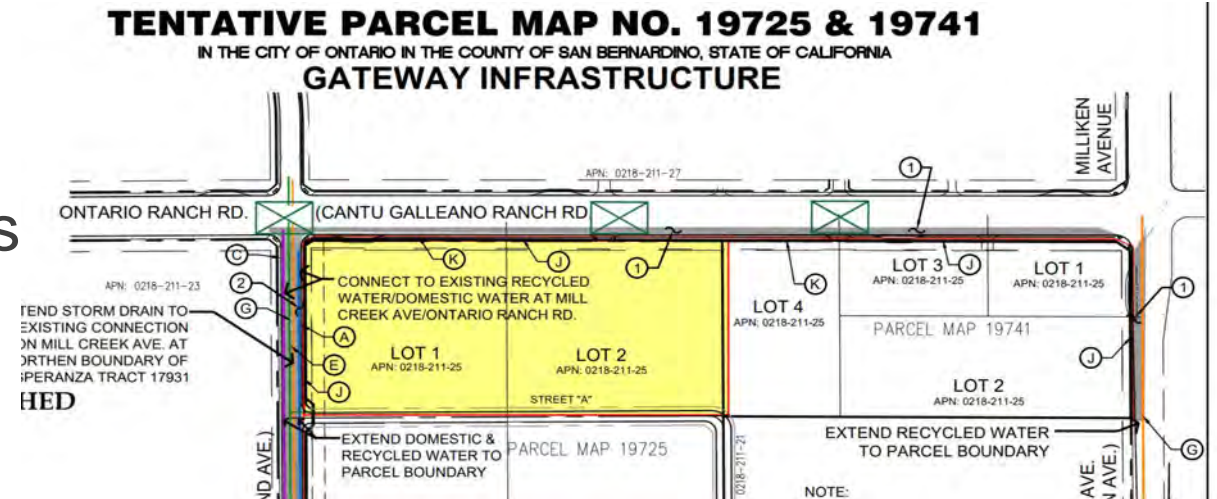


- ▶ Project Architect: **HMC Architects**
- ▶ Full renovation of existing site
- ▶ Workgroup meetings underway
  - ▶ Programming and design phase
- ▶ Project completion, December 2023



# Ontario Property Update

- ▶ Entered purchase and sale agreement on January 2021 for approx. 19.1 acres
- ▶ Due diligence review completed
- ▶ Board Agenda item for May 27, 2021 meeting
- ▶ Next steps
  - ▶ RFQ/RFP for master planning July 2021



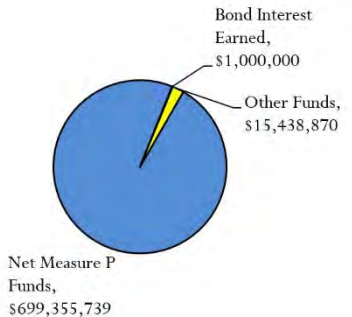
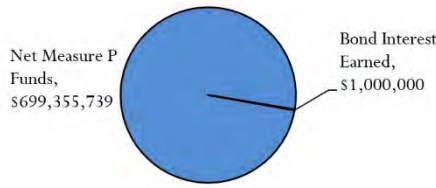


# Americans with Disabilities Act (ADA) Assessment

- ▶ ADA Assessment completed for all campuses
- ▶ Final report received January 2021
- ▶ Workgroup developing action plans
- ▶ Development of Project plans for DSA submittal and approval
  - ▶ 19-6 Architects finalizing plans

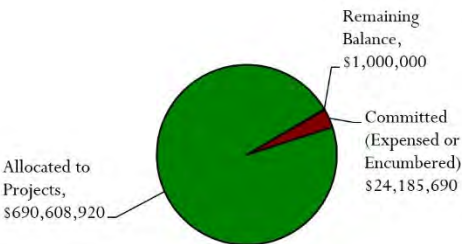
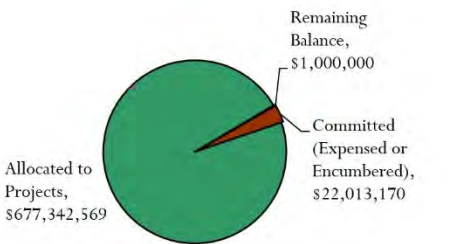


# Summary of Funds - Measure P

Program Funds (Includes Rancho Cucamonga, Fontana and Chino Campuses)			Measure P Bond Funds (Includes Rancho Cucamonga, Fontana and Chino Campuses)		
 <p>Bond Interest Earned, \$1,000,000 Other Funds, \$15,438,870 Net Measure P Funds, \$699,355,739</p>			 <p>Net Measure P Funds, \$699,355,739 Bond Interest Earned, \$1,000,000</p>		
Fund Source	Amount	Percentage of Total	Fund Source	Amount	Percentage of Total
Original Measure P Bond	\$700,000,000	97.79%	Original Measure P Bond	\$700,000,000	99.95%
Less Cost of Issuance	(\$644,261)	-0.09%	Less Cost of Issuance	(\$644,261)	-0.09%
<b>Net Measure P Funds</b>	<b>\$699,355,739</b>	<b>97.70%</b>	<b>Net Measure P Funds</b>	<b>\$699,355,739</b>	<b>99.86%</b>
Bond Interest Earned	\$1,000,000	0.14%	Bond Interest Earned	\$1,000,000	0.14%
Other Funds	\$15,438,870	2.16%			
<b>Total Program Funds</b>	<b>\$715,794,609</b>	<b>100.00%</b>	<b>Total Measure P Bond Funds</b>	<b>\$700,355,739</b>	<b>100.00%</b>



# Remaining Funds - Measure P

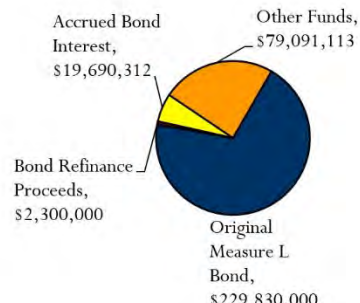
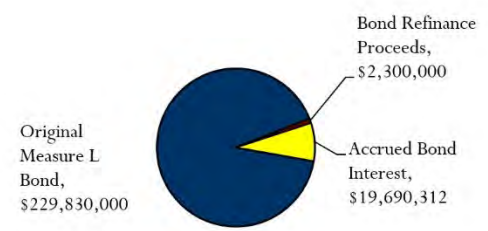
Program Funds			Measure P Bond Funds		
(Includes Rancho Cucamonga, Fontana and Chino Campuses)			(Includes Rancho Cucamonga, Fontana and Chino Campuses)		
					
Total Program Funds	\$715,794,609	100.00%	Total Measure P Bond Funds	\$700,355,739	100.00%
Committed (Expensed or Encumbered)	\$24,185,690	3.38%	Committed (Expensed or Encumbered)	\$22,013,170	3.14%
Allocated to Projects	\$690,608,920	96.48%	Allocated to Projects	\$677,342,569	96.71%
Remaining Balance	\$1,000,000	0.14%	Remaining Balance	\$1,000,000	0.14%

# MEASURE L Updates

- ▶ **Boiler Retrofit Project**
- ▶ Replaces Central Plant boilers and eliminates need for failing underground hot water loop piping
- ▶ 24 stand-alone boilers at designated buildings
- ▶ Engineering and drawings in process now for DSA submittal



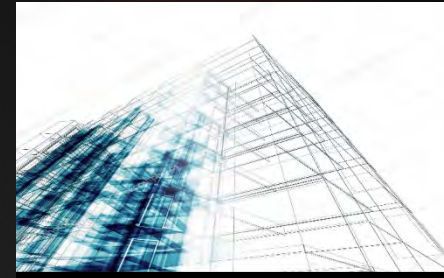
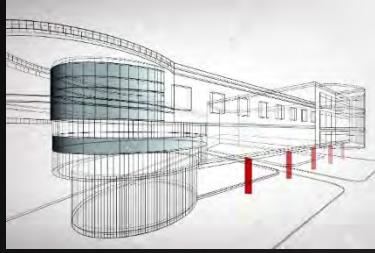
# Summary of Funds - Measure L

Program Funds (Includes Rancho Cucamonga, Fontana and Chino Campuses)			Measure L Bond Funds (Includes Rancho Cucamonga, Fontana and Chino Campuses)		
					
Fund Source	Amount	Percentage of Total	Fund Source	Amount	Percentage of Total
Original Measure L Bond	\$229,830,000	69.45%	Original Measure L Bond	\$229,830,000	91.27%
Bond Refinance Proceeds	\$2,300,000	0.70%	Bond Refinance Proceeds	\$2,300,000	0.91%
Accrued Bond Interest	\$19,690,312	5.95%	Accrued Bond Interest	\$19,690,312	7.82%
Other Funds	\$79,091,113	23.90%			
<b>Total Program Funds</b>	<b>\$330,911,425</b>	<b>100.00%</b>	<b>Total Measure L Bond Funds</b>	<b>\$251,820,312</b>	<b>100.00%</b>

# Remaining Funds - Measure L

Program Funds (Includes Rancho Cucamonga, Fontana and Chino Campuses)			Measure L Bond Funds (Includes Rancho Cucamonga, Fontana and Chino Campuses)		
Total Program Funds	\$ 330,911,425	100.00%	Total Measure L Bond Funds	\$ 251,820,312	100.00%
Committed (Expensed or Encumbered)	\$ 322,107,088	97.34%	Committed (Expensed or Encumbered)	\$ 243,207,788	96.58%
Allocated to Projects	\$ 1,844,475	0.56%	Allocated to Projects	\$ 1,652,662	0.66%
Remaining Balance	\$ 6,959,862	2.10%	Remaining Balance	\$ 6,959,862	2.76%





Agenda Item VIII  
MEASURE P FINANCIAL AUDIT



May 11, 2021

To the Board of Trustees and Citizens' Oversight Committee  
Chaffey Community College District  
Rancho Cucamonga, California

We have audited the financial statements of Chaffey Community College District's (the District) General Obligation Bond Construction Fund (Measure P) as of and for the year ended June 30, 2020 *and* have issued our report thereon dated May 11, 2021. Professional standards require that we advise you of the following matters relating to our audit.

**Our Responsibility in Relation to the Financial Statement Audit of the District's General Obligation Bond Construction Fund (Measure P) under Generally Accepted Auditing Standards and *Government Auditing Standards***

As communicated in our letter dated August 3, 2020, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements do not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

**Planned Scope and Timing of the Audits**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

**Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

## Qualitative Aspects of the District's Significant Accounting Practices

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the District is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year ended June 30, 2020. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments. No such significant accounting estimates were identified.

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The financial statement disclosures are neutral, consistent, and clear.

## Significant Difficulties Encountered during the Audits

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

## Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole.

The following summarizes uncorrected financial statement misstatements whose effects in the current period, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Understatement of Cash in County Treasury (fair market value adjustment)	\$3,175,178
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Fair market value was not adjusted because gains or losses generally do not materialize due to the nature of the investment in the county treasury pool. Redemptions of this investment are generally at face value. This accounting policy treatment is consistent with prior years and consistent with similar institutions.



The effect of these uncorrected misstatement as of and for the year ended June 30, 2020, is an understatement of the net change in fund balance of approximately \$3,175,178, and understatement of fund balance of approximately \$3,175,178.

**Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the District’s General Obligation Bond Construction Fund (Measure P) financial statements or the auditor’s report. No such disagreements arose during the course of the audits.

**Representations Requested from Management**

We have requested certain written representations from management which are included in the management representation letter dated May 11, 2021.

**Management’s Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

**Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with the District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the District’s auditors.

**Modification of the Auditor’s Report**

We have made the following modification to our auditor’s report.

Emphasis of Matter

As discussed in Note 1, the financial statements of the General Obligation Bond Construction Fund specific to Measure P are intended to present the financial position and the changes in financial position attributable to the transactions of that Fund. They do not purport to, and do not, present fairly the financial position of the District as of June 30, 2020, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

This report is intended solely for the information and use of the Board of Trustees, the Citizens’ Oversight Committee, and management of the District and is not intended to be and should not be used by anyone other than these specified parties.



Rancho Cucamonga, California



Financial Audit  
General Obligation Bond Construction Fund (Measure P)  
June 30, 2020  
**Chaffey Community College District**

Chaffey Community College District  
General Obligation Bond Construction Fund (Measure P)

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June 30, 2020

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## Independent Auditor's Report

Board of Trustees and Citizens' Oversight Committee  
Chaffey Community College District  
Rancho Cucamonga, California

### Report on the Financial Statements

We have audited the accompanying financial statements of the Chaffey Community College District's (the District) General Obligation Bond Construction Fund (Measure P), as of and for the year ended June 30, 2020, and the related notes to the financial statements, as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of financial statements, whether due to error or fraud. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting principles used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the General Obligation Bond Construction Fund (Measure P) of the District as of June 30, 2020, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

**Emphasis of Matter**

As discussed in Note 1, the financial statements of the General Obligation Bond Construction Fund specific to Measure P are intended to present the financial position and the changes in financial position attributable to the transactions of that Fund. They do not purport to, and do not, present fairly the financial position of the District as of June 30, 2020, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated May 11, 2021, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Eide Bailly LLP". The signature is written in a cursive, flowing style.

Rancho Cucamonga, California  
May 11, 2021

Chaffey Community College District  
General Obligation Bond Construction Fund (Measure P)

Balance Sheet  
June 30, 2020

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Assets	
Investments	\$ 185,690,138
Accounts receivable	<u>916,297</u>
Total assets	<u><u>\$ 186,606,435</u></u>
Liabilities and Fund Balance	
Liabilities	
Accounts payable	\$ 415,607
Due to other funds	<u>70,132</u>
Total liabilities	<u>485,739</u>
Fund Balance	
Restricted for capital projects	<u>186,120,696</u>
Total liabilities and fund balance	<u><u>\$ 186,606,435</u></u>

Chaffey Community College District  
 General Obligation Bond Construction Fund (Measure P)  
 Statement of Revenues, Expenditures, and Changes in Fund Balance  
 Year Ended June 30, 2020

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Revenues		
Local revenues		<u>\$ 2,161,080</u>
Expenditures		
Salaries		60,243
Benefits		25,345
Supplies and materials		667,692
Services and other expenditures		996,721
Capital outlay		<u>14,290,383</u>
Total expenditures		<u>16,040,384</u>
Excess of Expenditures over Revenues		(13,879,304)
Other Financing Sources		
Other sources - proceesed from sale of general obligation bonds		<u>200,000,000</u>
Net Change in Fund Balance		186,120,696
Fund Balance - Beginning		<u>-</u>
Fund Balance - Ending		<u><u>\$ 186,120,696</u></u>

**Note 1 - Summary of Significant Accounting Policies**

The accounting policies of the Chaffey Community College District's General Obligation Bond Construction Fund (Measure P) conform to accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB). The District's General Obligation Bond Construction Fund (Measure P) accounts for the financial transactions in accordance with the policies and procedures of the California Community Colleges *Budget and Accounting Manual*.

**Financial Reporting**

The financial statements include only the General Obligation Bond Construction Fund (Measure P) of the Chaffey Community College District (the District). This Fund was established to account for the receipt of proceeds of general obligation bond issuances and the expenditures of those proceeds under the General Obligation Bond Election of November 6, 2018. These financial statements are not intended to present fairly the financial position and results of operations of the District in compliance with accounting principles generally accepted in the United States of America.

**Fund Accounting**

The operations of the General Obligation Bond Construction Fund (Measure P) are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures. Resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

**Basis of Accounting**

The General Obligation Bond Construction Fund (Measure P) is accounted for using a flow of current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities are included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (revenues and other financing sources) and uses (expenditures and other financing uses) of current financial resources.

**Budgets and Budgetary Accounting**

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for all governmental funds. The District's governing board adopts an operating budget in accordance with State law. A public hearing must be conducted to receive comments prior to adoption. The District's governing board satisfied these requirements. The Board revises this budget during the year, as needed, to give consideration to unanticipated revenues and expenditures primarily resulting from events unknown at the time of budget adoption. The District employs budget control by major object. Expenditures cannot legally exceed appropriations by major object account.



### **Encumbrances**

The District utilizes an encumbrance accounting system under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation. Encumbrances are liquidated when the commitments are paid and all outstanding encumbrances lapse at June 30.

### **Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

### **Fund Balance**

As of June 30, 2020, the fund balance is classified as follows:

**Restricted** - amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation, or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

## **Note 2 - Investments**

### **Policies and Practices**

The District is authorized under *California Government Code* to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; and collateralized mortgage obligations.

Chaffey Community College District  
 General Obligation Bond Construction Fund (Measure P)  
 Notes to Financial Statements  
 June 30, 2020

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**Investment in County Treasury**

In accordance with the *Budget and Accounting Manual*, the District maintains substantially all of its cash in the County Treasury as part of the common investment pool. The District is considered to be an involuntary participant in an external investment pool. The fair value of the District's investment in the pool is reported in the accompanying financial statements at amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which are recorded on the amortized cost basis.

**General Authorizations**

Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedules below:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker's Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Corporate Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

**Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value is to changes in market interest rates. The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The District manages its exposure to interest rate risk by investing in the San Bernardino County Investment Pool. The District maintains a General Obligation Bond Construction Fund (Measure P) investment of \$185,690,138 with the San Bernardino County Investment Pool, with an average maturity of 553 days.

**Credit Risk**

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The District's investment in the San Bernardino County Investment Pool is rated at AAAF/S1 by Fitch Ratings agency as of June 30, 2020.

**Note 3 - Accounts Receivable**

Receivables at June 30, 2020, consisted of accrued interest for a total of \$916,297.

**Note 4 - Accounts Payable**

Accounts payable at June 30, 2020, consisted of amounts due to vendors for services for a total of \$415,607.

**Note 5 - Due to Other Funds**

Amounts due to other funds at June 30, 2020, consisted of \$70,132 due to the Capital Outlay Projects fund for capital outlay costs incurred by Measure P, but paid for by the Capital Outlay Projects fund.

**Note 6 - Commitments and Contingencies**

**Litigation**

The District is not currently a party to any legal proceedings related to the General Obligation Bond Construction Fund (Measure P).



Independent Auditor's Report  
June 30, 2020

# Chaffey Community College District



**Independent Auditor's Report on Internal Control over Financial Reporting and  
on Compliance and Other Matters Based on an Audit of Financial Statements Performed  
in Accordance with *Government Auditing Standards***

Board of Trustees and Citizens' Oversight Committee  
Chaffey Community College District  
Rancho Cucamonga, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Chaffey Community College District's (the District), General Obligation Bond Construction Fund (Measure P), as of and for the year ended June 30, 2020, and the related notes to the financial statements and have issued our report thereon dated May 11, 2021.

**Emphasis of Matter**

As discussed in Note 1, the financial statements of the General Obligation Bond Construction Fund specific to Measure P are intended to present the financial position and the changes in financial position attributable to the transactions of that Fund. They do not purport to, and do not, present fairly the financial position of the District as of June 30, 2020, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's General Obligation Bond Construction Fund (Measure P) financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's General Obligation Bond Construction Fund (Measure P) financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

#### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Eide Bailly LLP".

Rancho Cucamonga, California  
May 11, 2021

None reported.

Chaffey Community College District  
General Obligation Bond Construction Fund (Measure P)  
Summary Schedule of Prior Audit Findings  
June 30, 2020

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There were no audit findings reported in the prior year's Schedule of Findings and Questioned Costs



Agenda Item X  
COLLEGE UPDATE

**Update from Dr. Henry Shannon  
Bond Citizens' Oversight Committee  
May 24, 2021**

1. Campus Reopening
2. Strategic Realignment
3. Commencement 2021
4. Enrollment Information
5. 10-Point Plan
6. Newsletters – April & May, 2021
7. Other

**From:** [Henry Shannon](#)  
**Subject:** 2021-22 Management Realignment  
**Date:** Thursday, May 13, 2021 3:03:43 PM  
**Attachments:** [image001.jpg](#)

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Dear Campus Community:

As the year closes, I would like to commend each of you for your hard work and commitment to Chaffey College. Despite the challenges the pandemic has brought to all of us, I am proud to say that we are finishing strong and have kept our focus on student success. Thank you for being a part of the Chaffey College family.

This spring, as you know, Associate Superintendent of Administrative Services Melanie Siddiqi has announced her retirement after serving the College for 30 years. This announcement and our plans for a phased return to campus has resulted in the Executive Team's recommendation for management position realignment for the 2021-22 year. These changes are identified below:

Effective June 1, Troy Ament will serve as the interim vice president of administrative services and emergency operations, in addition to his current role supervising facilities and construction. This new role will also have him leading campus police. For many years, Troy has led safety and emergency operations at Chaffey College and his extensive background as a former fire chief for the City of Montclair prepares him well for this position. During his tenure with the College, Troy has also played an instrumental role in the build out of Measure L and the planning efforts of Measure P. These experiences will also benefit him as he leads these future efforts.

Also effective June 1, information technology services will return to Associate Superintendent of Business Services and Economic Development Lisa Bailey. The department will also soon be adding an executive director of IT, who will help support and expedite our ambitious IT agenda.

Beginning July 1, several changes will be made to help balance workloads and leverage the strengths of our managers. These are included below:

- Michael McClellan will serve as the dean of instructional support (which includes Success Centers and libraries) and KNA
- Amy Nevarez will serve as the dean of the Fontana Campus
- Chris Brunelle will serve as the dean of student life

Due to the ripple effect of this realignment, the College will also be recruiting for a dean of counseling.

Other vacant management positions under recruitment include:

- dean of health sciences
- dean of institutional effectiveness
- dean of visual and performing arts
- director of EOPS
- director of DPS
- director of marketing and public relations
- director of maintenance and operations
- director of diversity, equity, and inclusion
- legal counsel

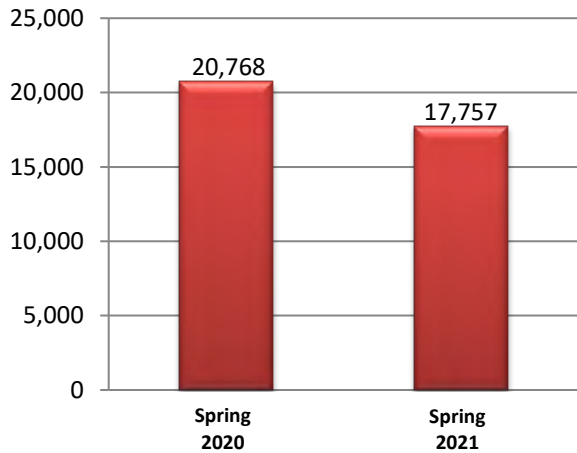
I am confident that this realignment will further support the District's needs as we move into the next academic year. As always, I appreciate your support during this transitional period.

Henry D. Shannon, Ph.D.  
Superintendent/President



## Spring 2021 Semester First Census Credit Enrollment Data

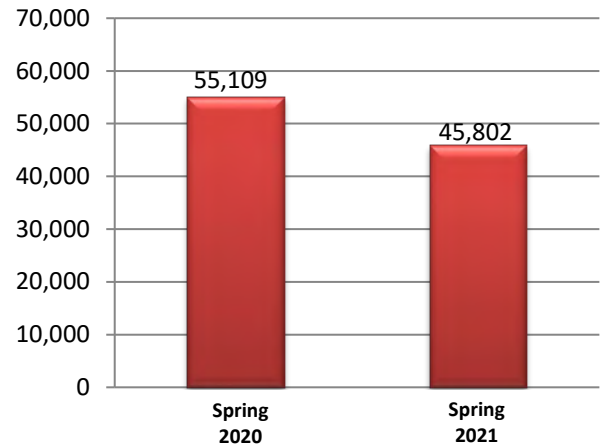
### Unduplicated Student Headcount



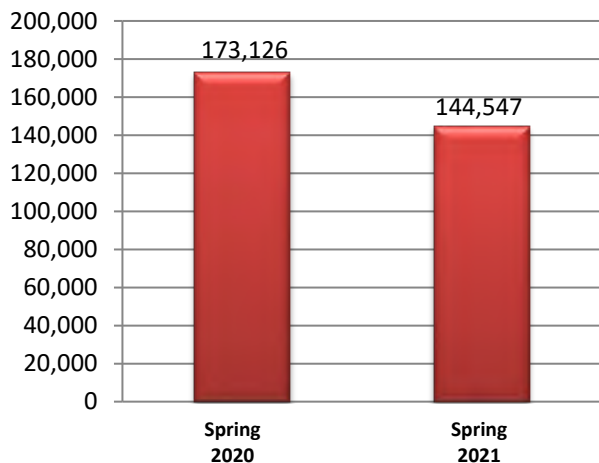
← 3,011 fewer students than last spring (-14.5%)

9,307 fewer enrollments than last spring (-16.9%) →

### Number of Credit Enrollments



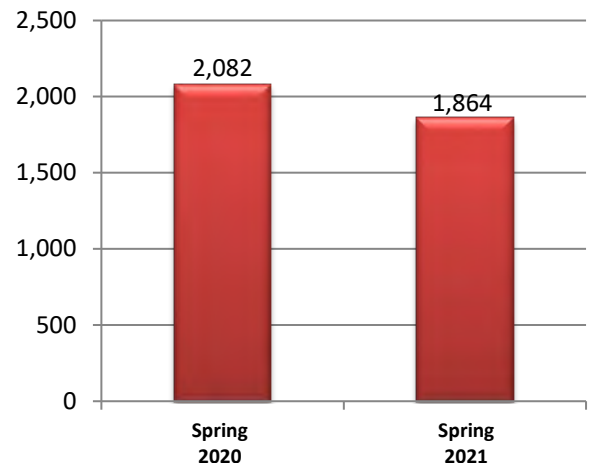
### Total Units Attempted



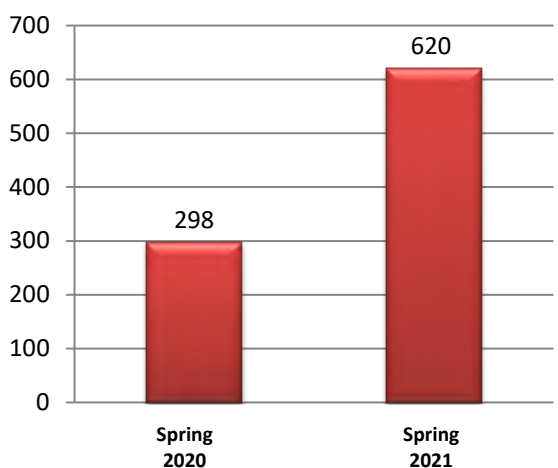
← 28,579 fewer units attempted by students than last spring (-16.5%)

218 fewer sections offered than last spring (-11.5%) →

### Number of Credit Sections Offered

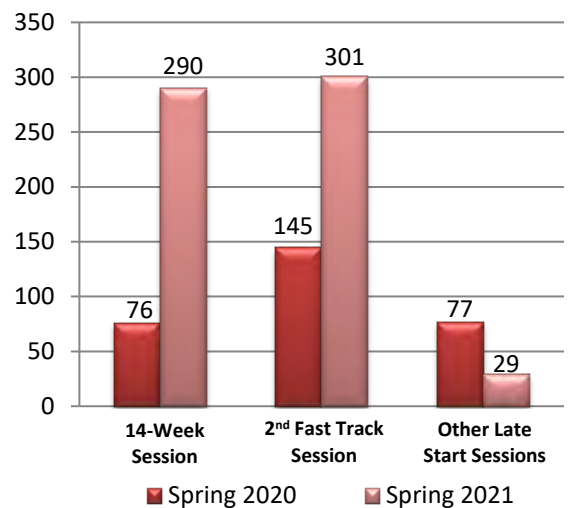


### Number of Late Start Sections



← → To provide enrollment opportunities for students, the District is offering 322 more late start sections than last spring (+108.1%). Enrollment in late start sections is on-going and will impact future student headcount, enrollment, and units attempted comparisons.

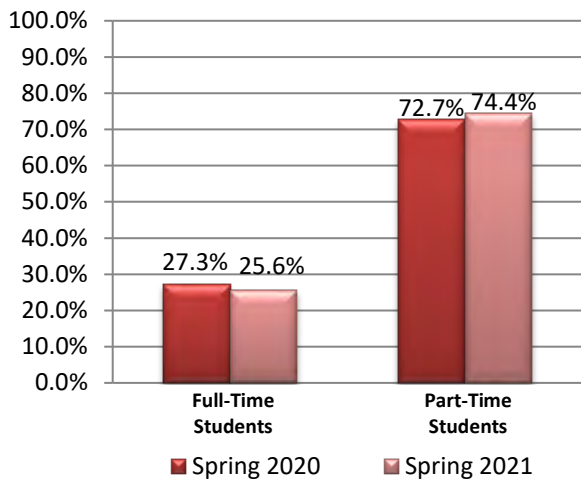
### Late Start Section Comparison by Session



# Chaffey College

## Spring 2021 Semester First Census Credit Enrollment Data

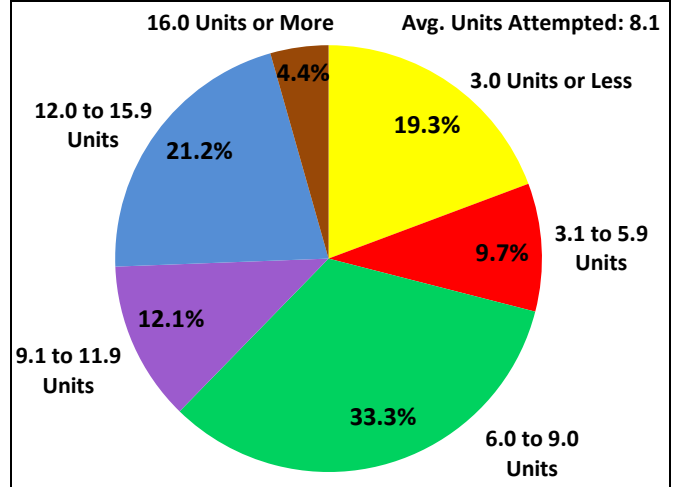
### Full-Time Student Enrollment Comparison



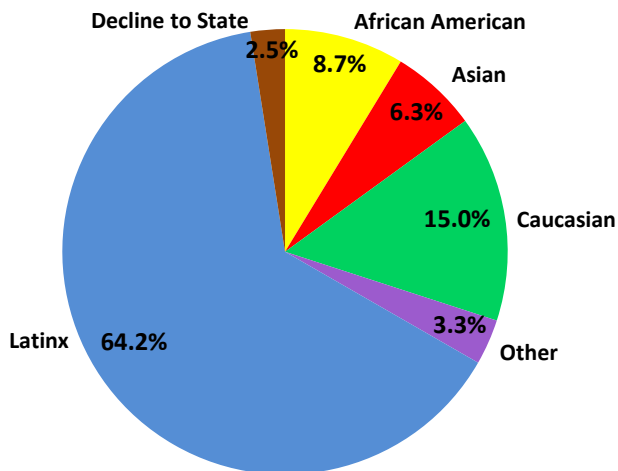
← Full-time student enrollment is 6.2% lower than last spring.

→ Students are actively enrolled in an average of 8.1 units, down slightly from 8.3 last spring

### Units Attempted, Spring 2021



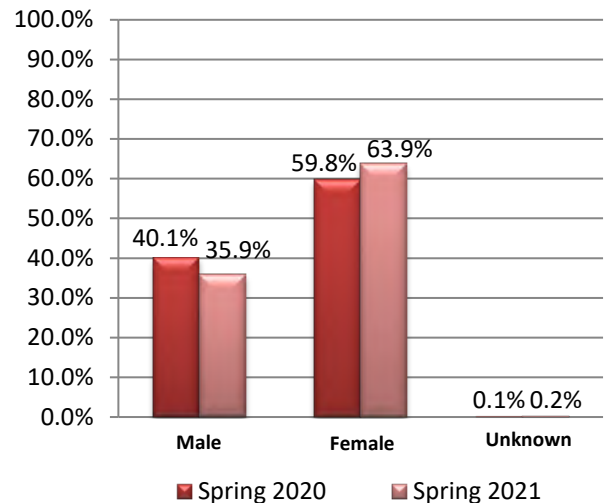
### Student Ethnicity



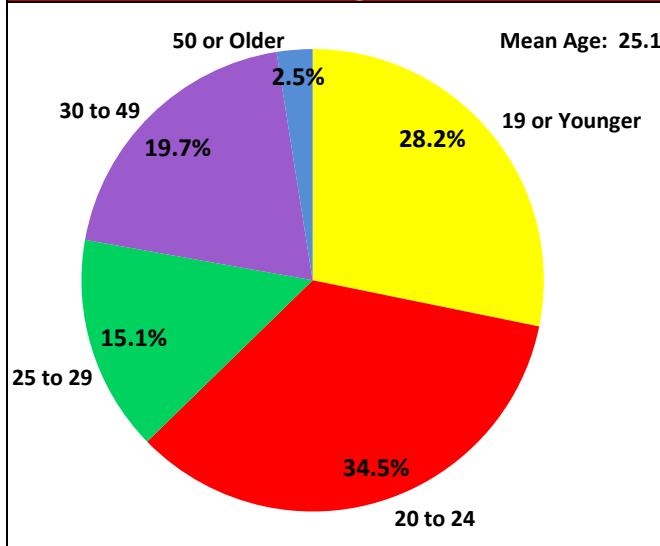
← 82.5% of students are from historically under-represented student populations, slightly lower than last spring (83.7%).

→ Highest percentage of female students served in the college's history

### Student Gender



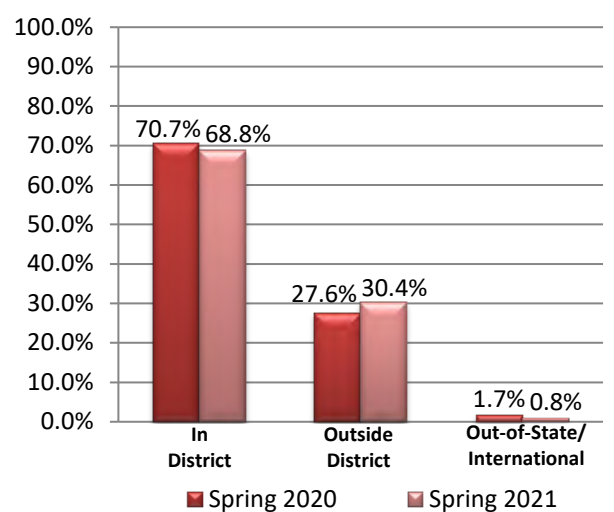
### Student Age



← Mean student age has remained the same as last spring (25.1)

→ Compared to last spring, a higher percentage of students reside outside of the Chaffey District

### Residency Status





Dear Chaffey College Community:

For the last year Chaffey College has faced many challenges, but we have remained committed to the success of our students. This is important and at the core of what we do. The College, however, has also had experiences that have impacted our current climate and have revealed to us that we can do more to support our faculty, classified, and administrators, specifically those of color. Concerns have been raised to us in the form of conversations, anonymous letters, and even resolutions for change. Chaffey College is taking these matters seriously, and we are listening.

In light of these concerns, the College is committed to the following actions:

1. Representatives from the Executive Team will hold/facilitate a virtual/in-person town hall once a semester to report on the progress of these initiatives, and to create a space for continuing conversations on race and our institution. The first town hall will be in April 2021.
2. The College will retain an expert by May 2021 to assess and review equity practices in the recruitment, selection, orientation and retention of Chaffey College employees, as well as reviewing reporting practices for complaints and concerns. This person will also be gathering qualitative data from BIPOC faculty, classified, and administrators on their experiences with professional development at Chaffey. The College will also commit to fill future vacancies with professionals who have a demonstrated record of success working with individuals that resemble our student population. This will begin immediately.
3. The College is amplifying efforts related to AB 705 to ensure more equitable outcomes in transfer-level English and quantitative reasoning courses. Scheduling will reflect the effort to maximize transfer-level enrollments and support for students will be designed more intentionally to support economically-disadvantaged students and students of color. Efforts will be made to diversify instructional methodologies to better support these student communities in these gateway courses. This effort has begun.
4. The Curriculum Committee will incorporate an equitable materials review as part of course modification in order to promote the decolonization and diversification of the curriculum. This work is currently underway. In addition, all College deans will promote diversity, inclusion, and equity in programmatic planning processes. This includes streamlining scheduling offerings and simplifying options to minimize confusion and promote program success among all students, but especially first-generation students who need more clarity in their educational planning. This also includes promoting low and no-cost textbook options for students to minimize the cost barriers for students, especially in their first year of study. These efforts are currently underway.
5. The College is contracting with scholars Dr. Frank Harris and Dr. Luke Wood as consultants to help us begin working over the summer to develop and implement the following in fall 2021:
  - a. A campus climate survey for students, faculty, classified, and administrators.
  - b. A Men of Color Student Support Model that will aim to specifically improve our outreach, retention, and matriculation experiences for Black/Brown males. Over the past year, Chaffey College lost approximately 20 percent of our men of color. This equity gap is not only a result of the pandemic. Since 2015, 7.7 percent of our first-time, no prior college experience minority males earned a degree within five years. Approximately 14.2 percent of first-time, no prior college experience minority males transfer to a four-year institution within five years (14.2 percent of Black males and 10.5 of Latinx males).

6. The College will retain a professional by fall 2021 with mental health expertise to work in collaboration with Campus Police to further support response efforts and deescalate non-criminal incidents whenever possible. The College will also support efforts to review and modify curricula in Criminal Justice to promote equitable practices that better educate and prepare those students pursuing careers in law enforcement.
7. The Center for Culture and Social Justice will offer multiple opportunities for professional learning for students, faculty, classified and administrators in areas such as anti-Blackness, anti-immigration, promoting racial justice, including workshops on racism in education, racial battle fatigue, and equity-minded practices while incorporating intersectionality. The Faculty Success Center and BLOOM efforts will also partner on these efforts in order to increase engagement and participation. These efforts are already underway and will continue.
8. The President's Equity Council (PEC) will be assigned to develop "Principles of Community" that articulate our community's commitment to access, equity, inclusion, and diversity. The PEC will begin working on this in September 2021 with a recommendation for principles submitted to the Executive Team for review in January 2022.
9. Equity Programming and Support will organize an annual Conference on Black/Brown Minds and Mattering to provide a platform for Black/Brown students, faculty, classified, alumni, and community members to present scholarship, display their work, share ideas, and make connections. This symposium will begin spring 2022.
10. All of the efforts listed above will be incorporated into the College's Strategic Plan on Equity. This will help ensure accountability, allow for review and create opportunities to update/add additional objectives and tactics as needed in the future.

Indeed, there is much work to be done in order to provide our students, faculty, classified and administrators a space to thrive, flourish, and shine when they are learning, teaching, and working on our campuses. Chaffey College recognizes the many roles it has in the lives of so many and as leaders, we stand in solidarity with our communities of color, and want to be advocates for them. Such ambition calls us to be lights along the path for our students and each other.

While social unrest continues and it weighs on each of us, we ask you to focus on the work ahead and our commitment to get us to the places we need to be. Let us work together with mutual respect, trust, and kindness for our students and with one another.

**Henry D. Shannon, Ph.D.**

*Superintendent/President*

**Alisha Rosas**

*Interim Vice President of Student Services/Executive Director of Equity, Outreach and Communications*

**Laura Hope**

*Associate Superintendent of Instruction and Institutional Effectiveness*

**Lisa Bailey**

*Associate Superintendent of Business Services and Economic Development*

**Melanie Siddiqi**

*Associate Superintendent of Administrative Services*



# PRESIDENT'S UPDATE

APRIL 2021

Dr. Henry D. Shannon



VISION STATEMENT  
*Chaffey College:  
Improving lives  
through education.*

## A Message from Superintendent/ President Shannon

As the academic year comes to a close and we turn our attention to summer, I wanted to take some time to thank everyone for continuing to push through the challenges we have been facing. While the light at the end of the tunnel grows brighter each day, it has taken a lot of energy and determination to get us this far. Thank you for not giving up on our students.

We are headed into commencement season and while it looks different than normal, I think we all remain excited to see our graduates finish their academic programs and move on to the next chapter of their lives.

Here are some preliminary figures about the Class of 2021.

- Graduates will be receiving around 5,500 degrees and certificates.
- There will be around 2,800 graduates earning one or more awards.
- The youngest graduates are 17-years-old (we have four of them).
- The oldest graduate is 78-years-old.
- Our graduates are roughly 64 percent female and 35 percent male.

I wish all of you continued health and strength as we close out what has been a year of amazing accomplishments.

Sincerely,

Henry D. Shannon, Ph.D.

### INSIDE THIS ISSUE

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- Alum Named Recipient .....2
- Foundation Receives 1.3 Million.3
- Equity and Diversity Initiative .....4
- Save the Date .....4

## Grad Fest Drive- Thru Draws More than 300

The sound of car horns, dance music and cheers filled the air as Chaffey College celebrated its annual "Grad Fest" event in drive-thru format April 14.

Faculty and staff wearing graduation regalia waved pom poms and danced as graduates – some with cars decorated with balloons and



painted messages – drove through to pick up their caps, gowns and other graduation items. "I really liked it since we're not having (in-person) graduation," said Tiffany Harden,

*continued on page 2*

# Chaffey Alumna Beverly Cleary Dies at 104



Beverly Cleary, who attended Chaffey College in the 1930s and later wrote children's books that inspired generations of readers, passed away on March 25 in Carmel-by-the-Sea. She was just 18 days shy of her 105th birthday.

Cleary, born Beverly Bunn in 1916, attended Chaffey from fall 1934 through spring 1936. She graduated with an associate of arts degree in English on June 5, 1936.

Cleary sold more than 91 million books worldwide during her lifetime. Originally from McMinnville, Ore., Beverly's love of reading was nurtured by her mother from a young age, according to her publisher, Harper Collins.

When the family moved to Portland, Cleary was placed in the school's low reading circle, which served as her inspiration to write for children struggling with reading. She came to Chaffey to become a children's librarian, but soon discovered her passion was in writing for children rather than reading to them.

Cleary created beloved characters such as Henry Huggins and Ramona

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a nursing major. "It was cool, especially for the kids. My kids loved it."

Harden said the support she has received from EOPS and CalWorks has helped her succeed. And despite the challenge of taking classes during COVID-19, she said that giving up was not an option.

"To me it's an investment," Harden said. "It's an opportunity to get to where I need to go and it allows me to support my kids."

Student Ayleen Luna said she was also grateful that Chaffey College held the event.

"It means the world to me," said student Ayleen Luna. "I've been waiting for this for



what seems like forever and I'm just so happy that Chaffey College is able to do this. It just makes the students feel so special, so I'm really happy being here."

Chaffey College will hold a virtual commencement ceremony on May 20.

## Chaffey Alum Named Guardian Scholars Award Recipient at CSUF



Anthony Muñoz came to Chaffey College in 2016 to pursue a degree in psychology. But for a while, he didn't feel like he belonged.

"I would go to class and just come home," he said.

All of that changed when he connected with Extended Opportunities Program and Services counselors, who helped him see Chaffey as a second home and showed him his purpose.

Muñoz now hopes to follow a similar path to the counselors who helped him succeed.

Muñoz, a 2019 Chaffey graduate and a human services major at Cal State Fullerton, earned a full-ride scholarship through the school's Guardian Scholars program in March. It's a highly competitive scholarship that

he says will help him pursue a career either as a social worker, a school counselor or a probation officer.

The Santa Fe Springs native is a former foster youth who was raised by an uncle since he was a baby. Even though Muñoz did not live in a foster home with strangers, Muñoz says the feelings of abandonment he experienced were just as difficult. Both of his parents suffer from substance abuse issues and his father has been associated with gangs, he said.

"I made up my mind that their decisions were not going to affect my future," he said.

After graduating from Chaffey College, Muñoz transferred to Cal State Fullerton and joined the Guardian Scholars program, which provides support for former foster youths. He lives on campus and currently takes online classes due to the pandemic.

He hopes to keep going after earning his bachelor's degree in 2022, eventually earning a doctorate.

Perseverance is especially important to the first-generation student. After all, he has six

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Quimby in the more than 30 books she authored. Her books received multiple prestigious awards, including the 1984 John Newbery Medal.

Cleary was also the 2003 recipient of the National Medal of Art from the National Endowment of the Arts, and named a Living Legend by the Library of Congress.

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siblings, two who will soon be graduating high school.

"I want to show them that we have the opportunity to break the cycle of all the drama in our family," he said.

EOPS Counselor Susanna Galvez said Muñoz has not only served as a role model to his

own siblings but to other EOPS and NextUp students as well.

"He never quits and keeps moving forward," Galvez said. "I know that Anthony, like many of our former foster youth, takes a deep breath every morning and pushes himself to try regardless of what he has faced."

## Foundation Receives \$1.3 Million Grant for InTech



The James Irvine Foundation awarded the Chaffey College Foundation a \$1.3-million grant in late March to support internships, pre-apprenticeships and training at the Industrial Technical Learning Center in Fontana. It is Chaffey's second \$1.3-million grant awarded by the foundation in the last two years.

The grant will provide accelerated training programs and paid internships in advanced manufacturing for low-income Inland Empire residents.

Chaffey College Superintendent/President Dr. Henry Shannon said InTech has seen a 12 percent increase in enrollment due to COVID-19. The grant will help the center meet that increased need, and the needs of industry in the region.

"Students are coming to InTech in search of pandemic-proof careers," Shannon said. "And thanks to The James Irvine Foundation, we will be able to serve them and help transform their lives."

Sandra Sisco, director of Chaffey College economic development and the InTech Center, said the grant will help InTech rebuild the region's economy by providing skilled employees for the workforce.

"We are still dealing with the challenges of the pandemic, but as the region begins to emerge, InTech will play a vital role in helping us bounce back and close the skills gap by providing training designed by industry to meet their employment needs," Sisco said.

The grant will help InTech offer accelerated entry-level training programs in a variety of manufacturing jobs, including welding, industrial maintenance, mechatronics and cybersecurity. Students who successfully complete one of these programs will then be eligible to be placed at a company for a 240-hour paid internship at \$18 an hour.

"We are grateful for our partnership with The James Irvine Foundation's Better Careers initiative because it aligns with our vision of transforming lives through education," said Foundation Executive Director Lisa Nashua.



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## Chaffey College Governing Board



Gary C. Ovitt  
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## Serving the communities of:

Chino, Chino Hills, Fontana,  
Montclair, Ontario,  
Rancho Cucamonga, Upland

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# Chaffey Introduces Equity and Diversity Initiative

Chaffey College has rolled out a "10-Point Plan" developed by its executive team to improve equity and diversity in hiring, training, curriculum and campus climate.

The move comes in response to national declines in community college enrollment among students of color since the start of the COVID-19 pandemic, ongoing social unrest throughout the country and the effects of both at Chaffey College.

"We already consider Chaffey College a place that is welcoming for all students and employees," said Chaffey College Superintendent/President Henry Shannon. "But we want to do more, particularly given the challenges that have arisen in the last year."

The initiatives include:

- Hiring an expert to assess equity practices in employee recruitment, hiring, orientation and retention.
- Provide increased support with transfer requirements for economically-disadvantaged and students of color.
- Decolonization and diversification of curriculum. Providing low and no-cost options for course materials to minimize cost barriers for students.
- Hire consultants to conduct a campus climate survey and improve the educational experience for male Black and Latino students.
- Retain a mental health professional to work with Chaffey College Campus Police on non-criminal incidents.
- Virtual town hall discussions once per semester to provide updates on initiatives.

The initiatives are included in Chaffey's "Strategic Plan on Equity," which will be expanded and updated as needs arise.



## Save The Date

**May 5**  
Artist Talk with Amy Sarkisian

**May 10**  
Artist Talk with Jaime Munoz

**May 12**  
Asian-American Voices

**May 13**  
From Allies to Accomplices

**May 14**  
Design Talk with Thomas Hamdani

**May 14**  
Career Pathways to Power

# PRESIDENT'S UPDATE

MARCH 2021

Dr. Henry D. Shannon



## VISION STATEMENT

*Chaffey College:  
Improving lives  
through education.*

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## A Message from Superintendent/ President Shannon

We have now passed the one-year mark since we closed our campuses due to the global pandemic. It is hard to believe that we have spent so much time apart, away from classrooms and in-person meetings. And while the last 12 months have certainly not been easy, what I have witnessed in the last year among our students, faculty and staff makes me proud to work at Chaffey College.

Here are just a few highlights of what we've accomplished:

- We have distributed nearly \$6 million in Coronavirus Aid, Relief and Economic Security (CARES) Act funds to students facing financial emergencies due to the pandemic. Undocumented and international students also received grants from us.
- We distributed food to nearly 2,200 students in need during drive-thru events at all three campuses.
- We loaned more than 2,600 Chromebooks to students without access to technology.
- Our faculty and staff have gone above and beyond their duties through training, handing out classroom materials in drive-thrus, finding innovative ways to teach their subjects virtually, etc.

COVID-19 cases have gone down dramatically in the last few weeks, which I take as a hopeful sign that when we do return to campus, it will be under much safer circumstances. Our executive leadership team and the Reopening Task Force are working closely to make this a reality for us all.

As we turn our attention to April, I want urge everyone to consider attending an event at noon on Friday April 9 called "Unpacking Anti-Asian Racism and Cultivating a Community of Care." You have no doubt seen the disturbing headlines about attacks on Asians, including the shooting of six Asian women in Georgia. We need to stand in support of our Asian American community.

Thank you everyone for your patience and hard work during the last year. You have gone the extra mile to show our students they matter. That's going to give our students a chance at a better life.

Sincerely,



Henry D. Shannon, Ph.D.

## 'Golden Age of Radio' Debuts April 14



From Abbott and Costello comedy sketches to commercials for Beech-Nut chewing gum, the Chaffey College theater department will present "Golden Age of Radio" virtually starting April 14.

It's a celebration of the 100-year anniversary of commercial radio and is Chaffey's second theater production presented entirely online due to the pandemic.

"Adapting theater to a virtual environment has been a learning experience for us all," said Kelly Ford-Kaminski, director and professor of theater. "But I believe our students have become stronger actors overall from this experience and the skills they're learning behind-the-scenes will also strengthen their resumes."

The production consists of four episodes that will air at 5 p.m. on April 14, 21 and 28, with the final episode on May 5.

Students, with the use of green screens, camera and audio equipment set up at home, will portray entertainment icons Bob Hope, Moms Mabley, Lucille Ball, Frank Sinatra and more. They'll present episodes

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## Chaffey Joins State Innovation Initiative

Chaffey College has joined the California Community College Chancellor's Office in an initiative that will challenge students to develop inventions to solve pre- and post-COVID-19 challenges.

Chaffey will be one of four colleges in California to participate in the Invention and Inclusive Innovation (I<sup>3</sup>) initiative.

"Our communities were experiencing challenges pre-COVID, but are now facing hurdles that require immediate attention," said Chaffey College Superintendent/President Dr. Henry Shannon. "We believe anyone in our community can be an inventor and entrepreneur, and welcome this new opportunity to inspire and facilitate an entrepreneurial mindset that could lead to breakthroughs in solving real-world problems."

Participating colleges will develop a program prototype to be implemented at as many as 20 other colleges by 2022.

## Businesswomen Share Entrepreneurial Journeys

When Deanna Margaritha began experiencing health problems at her former job as a hospital administrator, she started to reevaluate her life. That's when she decided to make the leap into entrepreneurship.

"I realized it was time to do something different," she said.

Margaritha, who went on to open Infuzion Zone in Chino Hills, shared her journey as an entrepreneur, along with two other businesswomen during Chaffey College's "Women Entrepreneurs" webinar on March 11.



The students will work in teams to research challenges experienced by communities, develop working prototypes through the invention process and learn to commercialize their inventions.

"This initiative aims to spark innovation in every region of the state to address small challenges that impact dozens of people to big challenges that are disrupting the lives of thousands of people," said California Community Colleges Chancellor Eloy Ortiz Oakley.

The I<sup>3</sup> program is modeled after the Lemelson-MIT InventTeams. The InventTeams are groups of high school students, educators and mentors who have presented various concepts including providing publicly-available laundry machines for the homeless, invented automated devices to clean litter off beaches and created water filtration systems for Kenyans.

The event was one of several hosted by the college in celebration of Women's History Month.

Michelle Skiljan, executive director for the Inland Empire Center for Entrepreneurship, said her journey in entrepreneurship began after she took a small business consulting class at Cal State San Bernardino. She now serves as a business consultant.

"I learned about the industry of assisting small business owners and I truly fell in love with that," she said.

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Businesswomen Share Entrepreneurial Journeys - continued from page 2



Amy Valdivia switched careers when her corporate job was starting to take away too much time with her children. She now serves as a branch manager for American Financial Network in Upland.

lady,' so I had to go to a lot of conferences to learn what I was about to get into."

Valdivia suggested having a third party to examine problems, and have a mentor.



"When you go out on your own and you work and see the payoff, that's what I enjoy the most," she said.

"Hire a coach, someone who can watch you, guide you and look at your blind spots," she said

Skiljan said small business owners can reach out to her center for assistance.



All three women advised upcoming entrepreneurs to lean on the wisdom of others.

"Don't be afraid to ask for help. Starting a biz is a lot of work it's a lot of blood sweat and tears, but it's also rewarding," she said.

"I was a hospital administrator - I was not a gamer," Margaritha said. "Now I'm 'hashtag lasertag

'Golden Age of Radio' Debuts April 14 - continued from page 2

of the mystery show "Inner Sanctum," which will end on a cliff hanger each week until the finale. Professor of Music Patrick Aranda and his orchestra provided their own big band music recordings for the production.

Student Ana De La Vega, who sings a jingle and appears in a commercial, wanted to be a part of the production to bring back lost media of the 1940s.

"Singing is everything to me," De La Vega said. "Singing has always been a form of entertainment, long before TV and all the technology we have today. I was eager to be a part of this," she said.

Chris Walsh, a theater major who will graduate in May, said Chaffey's actors after a year have reached a point where they feel as though they're rehearsing in the same room together, even though they appear as boxes on a computer screen.

The pandemic, which has transformed the entertainment industry as a whole, will likely have lasting effects on theater, he said.

"This might be a big part of entertainment in the future," Walsh said.

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## Save The Date

**April 7** - Artist Talk with Stanton Hunter

**April 9** - Unpacking Anti-Asian Racism with Rikka Venturanza

**April 14** - Artist Talk with Jodie Cavalier

**April 14, 21, 28 and May 5**  
Golden Age of Radio

**April 15-16**

The True Cost of Chaffey College

**April 21** - Artist Talk with Zeke Peña and Isabel Quintero

**April 22** - Radical Self Love with Dora Lopez

**April 23** - #RealTalk Series  
Stereotype Threat

**April 26** - Artist Talk with Christina Erives

**April 30** - Artist Talk with Ann Le