



AGENDA  
**MEETINGS OF THE GOVERNING BOARD**  
**CHAFFEY COMMUNITY COLLEGE DISTRICT**  
Thursday, February 22, 2018  
Board Room, Marie Kane  
Center for Student Services/Administration

- I. **REGULAR SESSION**
  - A. CALL TO ORDER (2:05 p.m.)
  
- II. **CLOSED SESSION**
  - A. PUBLIC COMMENTS ON CLOSED SESSION AGENDA
  - B. RECESS TO CLOSED SESSION
  
- III. **STUDY SESSION**
  - A. CONVENE IN OPEN SESSION
  - B. AGENDA
    - 1. Career Technical Education Monitoring Report
  
- IV. **REGULAR SESSION**
  - A. RECONVENE IN REGULAR SESSION
    - 1. Pledge of Allegiance
  - B. PUBLIC COMMENTS
  - C. COMMUNITY LINKAGES
    - 1. Governing Board
    - 2. Legislative Update
    - 3. Presentations
    - 4. Foundation
  - D. REPORTS
    - 1. Closed Session Actions
    - 2. Monitoring
      - a. Board Partnership Report
      - b. Career Technical Education Monitoring Report
      - c. Quarterly Investment Report
  - E. PUBLIC HEARINGS
    - 1. Human Resources
      - a. Public Hearing Joint Proposal/Preliminary Agreement of the California School Employees Association (CSEA), Chapter 431 and Chaffey Community College District
      - b. Joint Proposal/Preliminary Agreement of the California School Employees Association (CSEA), Chapter 431 and Chaffey Community College District

*(continued on page 2)*

F. CONSENT AGENDA

1. Governance Process
  - a. 2018–2019 Board Meeting Dates
  - b. Approval of Minutes, January 25, 2018
  - c. Biennial Election of Governing Board Members
2. Academic Affairs
  - a. Curriculum
3. Business/Fiscal Affairs
  - a. 2017-2018 Higher Aims Improvement Network Grant
  - b. 2017-2018 University of California, Los Angeles Cost Reimbursement Research Sub-award Agreement
  - c. Authorized Signature List
4. Human Resources
  - a. Reject Claim for Damages

G. ACTION AGENDA

1. Business/Fiscal Affairs
  - a. Contract, Purchase Order, and Warrant Lists

H. CEO/STAFF REPORTS

1. Superintendent/President
2. Faculty Senate
3. Classified Senate
4. California School Employees Association (CSEA)
5. Chaffey College Faculty Association (CCFA)
6. Child Development Center Faculty Association (CDCFA)

I. BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

V. **ADJOURNMENT**

*The next regular meeting of the Governing Board will be Thursday, March 29, 2018.*

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

(Information)

February 22, 2018  
Board Meeting Date

TOPIC     **BOARD PARTNERSHIP REPORT**    

Communication No. IV.D.2.a

SUPPORTS BOARD POLICY

**Board Policy 2200 Governing Board Duties and Responsibilities** - The Governing Board shall strive to govern with excellence with an emphasis on outward vision, strategic leadership, and a future orientation and fulfill the responsibility to be stewards of the public’s interests by recognizing and considering multiple perspectives from diverse communities in affirming a common vision for the District.

ACTIVITIES THAT ADDRESS THE BOARD POLICY

Chaffey College Governing Board members report on community linkages at each regular governing board session. Community linkage reports reflect community (governmental, service, and educational) and institutional activities and events that governing board members participate in each month.

MEANS OF ASSESSMENT

The Office of Institutional Research examined community linkage activities and events reported by governing board members in the 2017 calendar year (January 2017 through December 2017). Activities and events were quantified by type, nature, and location of each reported community linkage.

SUMMARY OF EVIDENCE

In the 2017 calendar year, Chaffey College governing board members reported participating in 471 events: 181 Chaffey College events (38.4%) and 290 community events (61.6%). Chaffey College events included: college-sponsored events (31.5%); club and group events (19.9%); student support (17.1%); athletic events (11.0%); foundation events (7.2%); and other general events (13.3%). Community events included: service events (46.2%); governmental events (28.6%); and educational events (25.2%). Approximately 69.3% of community events occurred within Chaffey Community College District boundaries. However, governing board members also represented Chaffey College at regional (21.7%), statewide (7.4%) and national (1.6%) functions.

USE OF RESULTS FOR PLANNING

Empirical evidence exists that Chaffey College Governing Board members maintain collaborative partnerships, are constantly learning about and identifying the needs of the communities within the district, and advocate for the college not only in these communities but also at regional, state, and national levels. Evidence exists that governing board partnerships address Board Policy 2200 and Accreditation Standard IV.C (Leadership and Governance, Governing Board).

Prepared by:	Jim Fillpot, Dean, Institutional Research, Policy, and Grants
Recommended by:	Henry D. Shannon, Superintendent/President

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

(Information)

February 22, 2018  
Board Meeting Date

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TOPIC CAREER TECHNICAL EDUCATION MONITORING REPORT

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Communication No. IV.D.2.b

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SUPPORTS BOARD ENDS STATEMENT/POLICY

**Board Policy 4020 Program, Curriculum, and Course Development** - The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. To that end, the Superintendent/President shall establish procedures for the development and review of all curricular offerings, including their establishment, modification or discontinuance.

ACTIVITIES THAT ADDRESS THE ENDS POLICY

- Career Technical Education (CTE) curriculum is reviewed annually by the appropriate Program Advisory Committee, and revised as needed and approved by the campus Curriculum Committee. Input from Program Advisory Committees, as well as from other sources, is used to insure that curriculum meets students' needs, is up to date, and reflects current technology as used in the workplace.
- CTE programs maintain collaborative partnerships with business and industry for the purposes of maintaining program advisory committees, internships, student placement, and donations.
- CTE programs maintain higher successful course completion and retention rates than non-CTE programs. CTE students earn degrees and certificates.
- CTE programs establish and maintain articulation agreements with CTE programs at K-12 and ROP districts.
- CTE enrollments will increase in programs and pathways that will achieve successful workforce outcomes.
- CTE programs will be identified and lead to successful workforce outcomes.
- CTE will respond to the Strong Workforce Initiative, which is directed at funding "more and better career and technical education" to close the labor-market gap. Funds are allocated to colleges based on a labor market need, enrollments, and student outcomes. The Strong Workforce goals are to:
  - Increase the quantity of CTE: More enrollments in programs leading to high-demand, high wage jobs.
  - Improve the quality of CTE: More students complete/transfer; more students employed; more students improving their earnings.

MEANS OF ASSESSMENT

- All disciplines in the School of Business and Applied Technology, and disciplines in other schools receiving Perkins/VTEA grant funding, will maintain Program Advisory Committees with representative members from businesses and industry. Summary minutes from Program Advisory Committee meetings will be kept on file, as required by the Perkins/VTEA grant. CTE disciplines will maintain partnerships with specific

businesses and industries. A list of occupational partnerships will be maintained in the School of Business and Applied Technology. Although some partnerships will be discontinued, the number of partnerships is expected to remain the same or increase each year.

- Reports from the Institutional Research Office will indicate that CTE courses have a higher successful completion and retention rate than the average for non-CTE courses.
- The Articulation Officer will submit a report of the number of articulation agreements in effect with high school and ROP CTE programs. Articulation agreements will be reviewed each year.

**SUMMARY OF EVIDENCE**

- The number of CTE course curricula to be established, revised, or deleted is well on track to exceed 15 percent by the end of this school year.
- The number of CTE partnerships has increased by 10%, from 371 to 409.

The success and retention rates of CTE courses are higher than the average for non-CTE courses as illustrated below:

<b>2016-17</b>	<b>SUCCESS RATE</b>	<b>RETENTION RATE</b>
CTE Courses	77.9%	93.1%
Non-CTE Courses	68.9%	90.2%

The number of degrees awarded increased by 27.36% from 2015-16, and there was a 6.30% decrease in the number of certificates awarded:

<b>YEAR</b>	<b>AS/AA DEGREES</b>	<b>CERTIFICATES</b>	<b>TOTAL</b>
2016-17	838	967	1,805
2015-16	657	1,029	1,686
2014-15	562	963	1,525
2013-14	527	944	1,471
2012-13	419	1,076	1,495
2011-12	310	1,130	1,440
2010-11	312	865	1,177
2009-10	347	823	1,170
2008-09	335	790	1,125

Under the Carl D. Perkins Career and Technical Education Improvement Act of 2006, entities that provide postsecondary career technical education training are required by federal law to report on core indicators established by the California Community College Chancellor's Office. As the table below indicates, Chaffey

College exceeded negotiated levels on all core indicators (skills attainment, completions, persistence and transfer, non-traditional participation, and non-traditional completion).

CORE INDICATOR	NEGOTIATED LEVEL	CHAFFEY COLLEGE PERFORMANCE
Skill Attainment	91.00	91.75
Completions	79.01	86.82
Persistence and Transfer	85.95	89.60
Employment	67.83	76.97
Non- Traditional Participation	21.96	23.50
Non-Traditional Completions	24.50	24.69

The Dean of Business and Applied Technology and Economic Development, along with the CTE Transitions Project Director, the Administrative Assistant II, and the CTE apprentices support staff, continues the work with High School/ROP CTE directors/coordinators to update and streamline the articulation agreements. Starting in 2014-15, high schools began a restructuring process trending toward combining multiple courses into a single course; for example, keyboarding, computer skills, and business-related courses have been combined into a single larger umbrella course. This nullified the existing course-to-course contracts. Chaffey College representatives are in the process of working with high school representatives to create outcomes-based agreements which will align Student Learning Outcomes and Assessments for Chaffey College and the high school/ROP partners.

Restructuring within the high schools has correlated with high school and ROP partners leaving their high school positions (many reassigned to other jobs or moving to other districts). We are working with the new partners, individually and in advisory meetings, to realign and grow our articulation agreements, and expect the numbers to build quickly. In addition, we are establishing the same strong and open communications with our new long-term partners as we have with previous partners. This will ensure that the adoption of these new agreements is seamless.

Number of articulation agreements:

YEAR	NUMBER
2016-17	175
2015-16	160
2014-15	178
2013-14	261
2012-13	278
2010-11	280
2009-10	181
2008-09	144
2007-08	105
2006-07	95

Career Transitions student enrollment:

YEAR	ENROLLED
2016-17	908
2015-16	1,044
2014-15	2,030
2013-14	1,577
2012-13	1,678
2010-11	1,669
2009-10	1,204
2008-09	1,044
2007-08	593
2006-07	120

USE OF RESULTS FOR PLANNING

- Program Advisory Committee input and other sources of information will continue to be used to meet the needs of students and the community, as well as to keep abreast of changing technology.
- Additional partnerships with business and industry will be developed.
- Emphasis will be given to activities and occupational programs that could help improve Chaffey's score on core indicators for completions and participation and completion rates for nontraditional students.
- Chaffey will continue to support existing articulation agreements with local high schools and ROPs.

Prepared by:	Joy Haerens, Dean, Business and Applied Technology and Economic Development Jim Fillpot, Dean, Institutional Research, Policy and Grants
Submitted by:	Meridith Randall, Associate Superintendent, Instruction and Institutional Effectiveness
Recommended by:	Henry D. Shannon, Superintendent/President

**Chaffey College**

**Annual Monitoring Report**

**2016-2017**

**Career and Technical Education**

**January 31, 2018**

**In this report:**

***Degree and Certificate Program Offerings***  
***Success and Retention Rates***  
***Degrees and Certificates Granted***  
***Core Indicator Performance***  
***Career Transitions Program***  
***Partnerships and Advisory Committees***



## Degree and Certificate Program Offerings

### AY 2016-17 Highlights

**138 Career and Technical Education (CTE) degree and certificate programs were offered**

- 92 Certificates (60 Transcribed; 32 Non-Transcribed)
- 46 Degrees

**373 CTE coded courses were offered**

- 50.7% of the total number of courses offered

**2,617 CTE coded sections were offered**

- 23.8% of the total number of sections offered

**13,121 students earned a grade on record (GOR) in one or more CTE coded courses**

- 44.9% of the total number of students who earned a GOR

**52 contract/regular and 216 adjunct faculty taught one or more CTE coded courses**

- 34.7% of the college total contract/regular faculty
- 26.8% of the college total adjunct faculty

**3,490.49 FTES were generated by CTE coded courses**

- 21.5% of the total FTES generated by all courses

### DEGREE AND CERTIFICATE PROGRAMS 16-17 CATALOG YEAR

AA/AS=Associate in Arts/Associate in Science  
CA=Certificate of Achievement (state approved)

AA-T/AS-T=Associate Degree for Transfer  
CCP=Certificate of Career Preparation (locally approved)

PROGRAM	CODE	TYPE
Accounting	S005	AS
Accounting	T005	CA
Accounting for Government and Not-For-Profit Organizations	L008	CCP
Accounting: Paraprofessional	L006	CA
Accounting: Bookkeeping	E115	CCP
Accounting: Financial Planning	E116	CCP
Accounting: Payroll and Income Tax Preparer	E117	CCP
Administration of Justice for Transfer	S133	AS-T
Administration of Justice	L132	CA
Art/Digital Media: Computer Graphic Design for Print Media Emphasis	A045	AA
Art/Digital Media: Computer Graphic Design for Print Media Emphasis	T046	CA
Art/Digital Media: Design for Multimedia Emphasis	A046	AA
Art/Digital Media: Design for Multimedia Emphasis	T047	CA
Art/Digital Media: Web Design Emphasis	A048	AA
Art/Digital Media: Web Design Emphasis	T049	CA
Art/Visual Communication: Illustration	S045	AS
Automotive Technology		
Automotive Electrical Systems	E445	CCP
Engine Performance (Smog Check) Technician	L448	CA
Engine Rebuilding	L449	CCP
General Automotive Service Technician	S056	AS
General Automotive Service Technician	L446	CA
High Performance Engines Building and Blueprinting	E110	CCP
Master Automotive Technician	S055	AS

PROGRAM	CODE	TYPE
Master Automotive Technician	T055	CA
Aviation Maintenance (Airframe and Powerplant)	F010	CA
Aviation Maintenance Technology: Airframe	S011	AS
Aviation Maintenance Technology: Airframe	L011	CA
Aviation Maintenance Technology: Powerplant	S012	AS
Aviation Maintenance Technology: Powerplant	L012	CA
Broadcasting and Cinema	S070	AS
Motion Picture Production	B001	CA
On-Air Radio Production	B005	CCP
Post-Production Editing	B002	CA
Screenwriting	B003	CA
Television and Video Production	B004	CA
Business Administration for Transfer	S076	AS-T
Business: General Business	S075A	AS
Business: General Business	L075A	CA
Business: Logistics Management	S289	AS
Business: Logistics Management	L289	CA
Business: Management	S285	AS
Business: Management	L286	CA
Business : Marketing	L080	CCP
Business: Retail Management	S295	AS
Business: Retail Management	L295	CA
Business: Small Business Entrepreneur	S390	AS
Business: Small Business Entrepreneur	L391	CA

PROGRAM	CODE	TYPE
Business: Supervision	S410	AS
Business: Supervision	L411	CCP
Business: Paralegal Studies	L400	CA
Business and Office Technologies		
Microsoft Excel	E355	CCP
Microsoft Office	L354	CA
Microsoft Word	L352	CCP
Professional Administrative Assistant	S316	AS
Professional Administrative Assistant	L325	CA
Professional Office Management	S321	AS
Professional Office Management	L321	CA
Professional Office Skills	L314	CA
Child Development – Early Childhood Education for Transfer	S091	AS-T
Child Development	S090	AS
Computer Information Systems		
Computer Game Development	E124	CCP
Computer Information Systems	S100	AS
Computer Information Systems	L100	CA
Computer Support Technician (A+ Certification Prep)	L106	CCP
Network Specialist	L475	CA
Project Management	E127	CCP
Web Development, Level One	L108	CCP
Web Development, Level Two	L109	CCP
Computer Information Systems: Cisco		
Cisco CCNA Examination Preparation Level I	L451	CCP
Cisco CCNA Examination Preparation Level II	L452	CCP
Cisco CCNA Examination Preparation Level III	L453	CCP
Cisco CCNA Examination Preparation Level IV	L454	CA
Cisco CCNP Examination Preparation Level V	L455	CA
Cisco CCNP Examination Preparation Level VI	L456	CA
Cisco CCNP Examination Preparation Level VII	T457	CA
Cisco CCNP Examination Preparation Level VIII	T458	CA
Cisco CCNP Examination Preparation Level IX	T459	CA
Correctional Science	S105	AS
Correctional Science	L105	CA
Culinary Arts	L255	CA
Dental Assisting	S120	AS
Dental Assisting	T120	CA
Dietetic Service Supervisor	L256	CA
Drafting: CAD/CAM Operator	E128	CCP
Drafting Technician: Architectural	S125	AS
Drafting Technician: Architectural	L125	CA
Drafting Technician: Mechanical	S135	AS
Drafting Technician: Mechanical	L135	CA
Education Paraprofessional Level I	L013	CCP
Engineering Technology	S166	AS
Engineering Technology	L166	CA
Fashion Design	S180	AS
Fashion Design	L180	CA
Fashion Design: Custom Dressmaking	L184	CA
Fashion Design: Industrial Sewing	L182	CCP
Fashion Design: Patternmaking for Apparel	L187	CA
Fashion Merchandising	S185	AS
Fashion Merchandising	L185	CA
Fire Technology: Professional Firefighter	S141	AS
Fire Technology: Professional Firefighter	L141	CA
Gerontology	S230	AS
Gerontology	L230	CA
Gerontology: Community Caregiver	L232	CCP
Homeland National Security	L134	CA

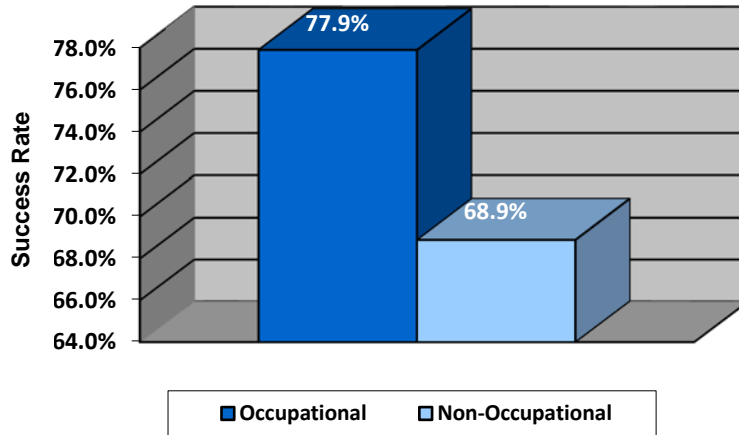
PROGRAM	CODE	TYPE
Hospitality Management		
Food Service Management	S255	AS
Food Service Management	T255	CA
Hotel Management	S260	AS
Hotel Management	L260	CA
Industrial Electrical Technology	S150	AS
Industrial Electrical Technology Level I	L150	CCP
Industrial Electrical Technology Level II	L151	CA
Industrial Electrical Technician Level III	T154	CA
Electromechanical Technology Level 1	L153	CCP
Interior Design	S270	AS
Interior Design	T270	CA
Journalism for Transfer	A344	AA-T
Journalism	L336	CA
Kinesiology		
Athletic Training	E375	CCP
Coaching	L374	CA
Music, Commercial	S305	AS
Nursing		
Acute Care Technician	E236	CCP
Associate Degree Nursing (A.D.N.)	S310	AS
Associate Degree Nursing: V.N. to R.N.	S312	AS
Home Health Aide	E235	CCP
Nursing Assistant	E234	CCP
Vocational (V.N.)	S315	AS
Vocational (V.N.)	T315	CA
Nutrition and Food	S241	AS
Nutrition and Food	L241	CA
Pharmacy Technician	S322	AS
Pharmacy Technician	T322	CA
Photography	A340	AA
Photography, Still	T340	CA
Radiologic Technology	S375	AS
Real Estate	S381	AS
Real Estate	L382	CA
Real Estate Salesperson	E383	CCP
Theatre – Technical Theatre	E415	CCP

## Success and Retention Rates

### Success Rates

In AY 2016-17, the overall success rate<sup>1</sup> for CTE courses was 77.9%

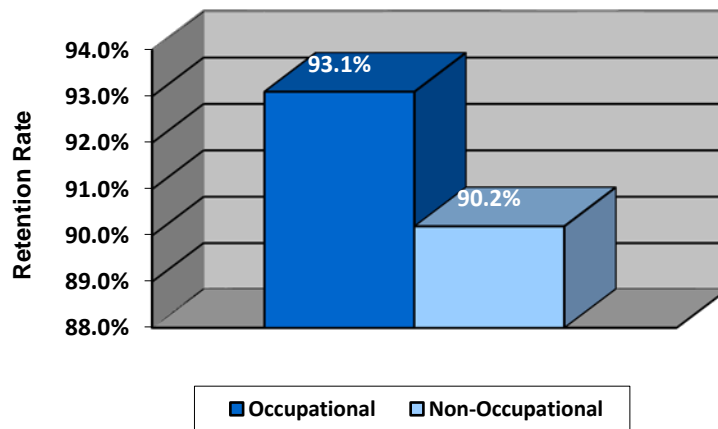
- The overall success rate for non-CTE courses was 68.9%



### Retention Rates

In AY 2016-17, the overall retention rate<sup>2</sup> for CTE courses was 93.1%

- The overall retention rate for non-CTE courses was 90.2%

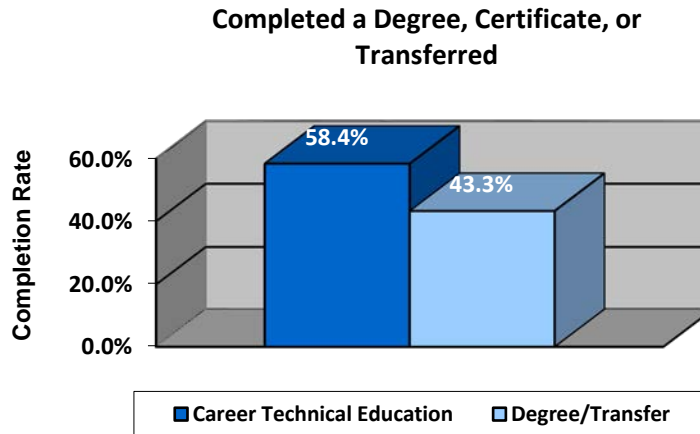


<sup>1</sup> Successful students earned a course grade of A, B, C, P, or CR. Non-successful students earned a course grade of D, F, NC, NP, or I. Success rates are calculated by dividing the number of successful students by the total number of students who earned a grade on record.

<sup>2</sup> Retained students earned a course grade other than a 'W'. Non-retained students earned a 'W' grade. Retention rates are calculated by dividing the number of retained students by the total number of students who earned a grade on record.

## Chancellor's Office Scorecard: Completion Rates

The percentage of Chaffey College students tracked for six years through 2015-16 (latest available data) who started for the first time in the 2010-2011 and completed more than 8 units in courses classified as career technical education in a single discipline who went on to complete a degree, certificate, or transferred was 58.4%. The percentage of degree, certificate, and/or transfer-seeking students (not CTE specific) tracked for six years through 2015-16 who completed a degree, certificate, or transfer-related outcome was 43.3%.



<sup>1</sup> Successful students earned a course grade of A, B, C, P, or CR. Non-successful students earned a course grade of D, F, NC, NP, or I. Success rates are calculated by dividing the number of successful students by the total number of students who earned a grade on record.

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AY 2016-17 CTE Course Success and Retention Rates by Department

<u>Department</u>	<u>Grade Earned on Record</u>	<u>Successful</u>	<u>Not Successful</u>	<u>Success Rate</u>	<u>Retained</u>	<u>Not Retained</u>	<u>Retention Rate</u>
Accounting	1,558	1,101	457	<b>70.67</b>	1,368	190	<b>87.80</b>
Accounting and Financial Services	153	104	49	<b>67.97</b>	129	24	<b>84.31</b>
Administration of Justice	1,231	944	287	<b>76.69</b>	1,134	97	<b>92.12</b>
Art	358	275	83	<b>76.82</b>	317	41	<b>88.55</b>
Automotive Technology	702	568	134	<b>80.91</b>	675	27	<b>96.15</b>
Aviation Maintenance Technology	599	551	48	<b>91.99</b>	587	12	<b>98.00</b>
Broadcasting	215	176	39	<b>81.86</b>	194	21	<b>90.23</b>
Business	1,515	1,106	409	<b>73.00</b>	1,401	114	<b>92.48</b>
Business Law	1,060	797	263	<b>75.19</b>	977	83	<b>92.17</b>
Business: Management	722	505	217	<b>69.94</b>	673	49	<b>93.21</b>
Business: Marketing	174	123	51	<b>70.69</b>	160	14	<b>91.95</b>
Business and Office Technologies	1,817	1,477	340	<b>81.33</b>	1,713	104	<b>94.33</b>
Child Development and Education	2,518	1,919	599	<b>76.21</b>	2,378	140	<b>94.44</b>
Cinema	2,741	2,162	579	<b>78.88</b>	2,571	170	<b>93.8</b>
Computer Information Systems	2,330	1,561	769	<b>67.00</b>	2,139	191	<b>91.8</b>
Computer Information Systems: CISCO Internetworking	314	292	22	<b>92.99</b>	310	4	<b>98.73</b>
Computer Information Systems: Game Design	102	85	17	<b>83.33</b>	98	4	<b>96.08</b>
Computer Information Systems: Hardware and Support	51	37	14	<b>72.55</b>	47	4	<b>92.16</b>
Computer Information Systems: Internet and Web Development	192	128	64	<b>66.67</b>	172	20	<b>89.58</b>
Computer Information Systems: Networking	92	89	3	<b>96.74</b>	92	0	<b>100.00</b>
Computer Information Systems: Programming	230	147	83	<b>63.91</b>	203	27	<b>88.26</b>
Cooperative Education	3	2	1	<b>66.67</b>	3	0	<b>100.00</b>
Correctional Science	300	204	96	<b>68.00</b>	273	27	<b>91.00</b>
Dental Assisting	87	77	10	<b>88.51</b>	86	1	<b>98.85</b>
Drafting	150	108	42	<b>72.00</b>	132	18	<b>88.00</b>

<sup>1</sup> Successful students earned a course grade of A, B, C, P, or CR. Non-successful students earned a course grade of D, F, NC, NP, or I. Success rates are calculated by dividing the number of successful students by the total number of students who earned a grade on record.

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Education	121	100	21	<b>82.64</b>	118	3	<b>97.52</b>
Emergency Medical Technician	241	148	93	<b>61.41</b>	221	20	<b>91.70</b>
Engineering	28	24	4	<b>85.71</b>	26	2	<b>92.86</b>
Engineering Technology	108	76	32	<b>70.37</b>	91	17	<b>84.26</b>
Fashion Design	376	275	101	<b>73.14</b>	330	46	<b>87.77</b>
Fashion Merchandising	171	131	40	<b>76.61</b>	152	19	<b>88.89</b>
Fire Technology	438	328	110	<b>74.89</b>	427	11	<b>97.49</b>
Gerontology	711	538	173	<b>75.67</b>	655	56	<b>92.12</b>
Homeland National Security	72	56	16	<b>77.78</b>	68	4	<b>94.44</b>
Hotel and Food Service Management	650	533	117	<b>82.00</b>	595	55	<b>91.54</b>
Industrial Electrical Technology	844	745	99	<b>88.27</b>	805	39	<b>95.38</b>
Interior Design	249	208	41	<b>83.53</b>	240	9	<b>96.39</b>
Journalism	90	60	30	<b>66.67</b>	75	15	<b>83.33</b>
Kinesiology: Lecture	97	80	17	<b>82.47</b>	89	8	<b>91.75</b>
Music	116	79	37	<b>68.10</b>	108	8	<b>93.10</b>
Nursing: Assistant	200	165	35	<b>82.50</b>	192	8	<b>96.00</b>
Nursing: Associate Degree	1,082	938	144	<b>86.69</b>	999	83	<b>92.33</b>
Nursing: Vocational	835	787	48	<b>94.25</b>	821	14	<b>98.32</b>
Nutrition and Food	769	584	185	<b>75.94</b>	725	44	<b>94.28</b>
Pharmacy Technician	266	252	14	<b>94.74</b>	265	1	<b>99.62</b>
Photography	698	526	172	<b>75.36</b>	616	82	<b>88.25</b>
Radiologic Technology	576	566	10	<b>98.26</b>	567	9	<b>98.44</b>
Real Estate	142	114	28	<b>80.28</b>	139	3	<b>97.89</b>
Theatre	243	221	22	<b>90.95</b>	236	7	<b>97.12</b>
<b>Total</b>	<b>28,337</b>	<b>22,072</b>	<b>6,265</b>	<b>77.89</b>	<b>26,392</b>	<b>1,945</b>	<b>93.14</b>

<sup>1</sup> Successful students earned a course grade of A, B, C, P, or CR. Non-successful students earned a course grade of D, F, NC, NP, or I. Success rates are calculated by dividing the number of successful students by the total number of students who earned a grade on record.

<sup>2</sup> Retained students earned a course grade other than a 'W'. Non-retained students earned a 'W' grade. Retention rates are calculated by dividing the number of retained students by the total number of students who earned a grade on record.

## Degrees and Certificates

### AY 2016-17 Highlights

**838 degrees were awarded in CTE programs**

- 26.58% of the total number of degrees awarded
- 27.36% increase over the number of degrees awarded in CTE programs in 2015-16

**967 certificates were awarded in CTE programs**

- 50.16% of the total number of certificates awarded
- 6.30% decrease to the number of certificates awarded in CTE programs in 2015-16

**CTE programs in which the most degrees were awarded: Business Administration – Transfer, Administration of Justice – Transfer, Associate Degree Nursing (ADN), and Radiologic Technology**

**CTE programs in which the most certificates were awarded: Industrial Electrical Technician: Level I, Computer Information Systems: CISCO Exam Preparation, and Business: Paralegal Studies**

Number of Degrees and Certificates Awarded by CTE Degree/Certificate Title

<u>Program</u>	<u>2015-16 Associate's Degrees Awarded</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2015-16 Certificates Awarded</u>	<u>2016-17 Certificates Awarded</u>
Accounting	37	42	2	3
Accounting: Accounting Paraprofessional	--	--	6	8
Accounting: Accounting for Government and Not-For-Profit Organizations	--	--	3	2
Accounting: Bookkeeping	--	--	7	6
Accounting: Financial Planning	--	--	2	3
Accounting: Payroll & Income Tax Preparer	--	--	17	12
Administration of Justice	2	3	6	9
Administration of Justice – Transfer	64	73	0	0
Art/Digital Media: Computer Graphic Design for Print Media	4	2	1	1

<u>Program</u>	<u>2015-16 Associate's Degrees Awarded</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2015-16 Certificates Awarded</u>	<u>2016-17 Certificates Awarded</u>
Art/Digital Media: Design for Multimedia	2	3	1	1
Art/Digital Media: Web Design	3	3	2	0
Art/Visual Communication: Illustration	1	2	3	1
Automotive Technology: Autobody Repair	1	0	3	0
Automotive Technology: Automotive Electrical Systems	--	--	7	1
Automotive Technology: Engine Performance Tech	--	--	8	1
Automotive Technology: Engine Rebuilding	--	--	8	2
Automotive Technology: General Automotive Service Technician	6	8	43	32
Automotive Technology: High Performance Engine Building & Blueprinting	--	--	5	2
Automotive Technology: Master Automotive Technician	3	4	7	4
Aviation Maintenance (Airframe and Powerplant)	--	--	5	12
Aviation Maintenance Technology: Airframe	4	3	21	21
Aviation Maintenance Technology: Powerplant	3	4	26	19
Broadcasting and Cinema	13	16	1	0
Broadcasting and Cinema: Motion Picture Production	--	--	17	13
Broadcasting and Cinema: On-Air Radio Production	--	--	5	6
Broadcasting and Cinema: Post Production Editing	--	--	16	17
Broadcasting and Cinema: Screenwriting	--	--	15	23
Broadcasting and Cinema: Television and Video Production	--	--	9	16
Business Administration – Transfer	174	270	--	--
Business: Applied/General Business	31	23	15	17
Business: Logistics Management	3	2	1	2
Business: Management	13	23	--	--



<u>Program</u>	<u>2015-16 Associate's Degrees Awarded</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2015-16 Certificates Awarded</u>	<u>2016-17 Certificates Awarded</u>
Business: Management – Level I	--	--	15	17
Business: Management – Level II	--	--	6	20
Business: Marketing	--	--	8	13
Business: Paralegal Studies	--	--	29	37
Business: Retail Management	0	2	--	2
Business: Small Business Entrepreneur	3	2	--	--
Business: Small Business Entrepreneur Level I	--	--	2	4
Business: Small Business Entrepreneur Level II	--		1	--
Business: Supervision	3	2	--	--
Business: Supervision Level I	--	--	5	5
Business: Supervision Level II	--	--	2	5
Business and Office Technologies: Data Entry	--	--	1	--
Business and Office Technologies: General Office Assistant Level I	--	--	4	--
Business and Office Technologies: General Office Assistant Level II	--	--	5	1
Business and Office Technologies: Microsoft Office Expert	--		14	11
Business and Office Technologies: Microsoft Office Specialist	--	--	1	3
Business and Office Technologies: Microsoft Word Specialist	--	--	26	16
Business and Office Technologies: Microsoft Office Excel Applications	--	--	23	9
Business and Office Technologies: Professional Administrative Assistant	6	7	6	8
Business and Office Technologies: Professional Administrative Assistant – Executive Bilingual	1	2	0	0
Business and Office Technologies: Professional Administrative Assistant: Medical	2	1	1	0
Business and Office Technologies: Professional Office Assistant	--	--	1	2
Business and Office Technologies: Professional Office Management	9	10	8	8

<u>Program</u>	<u>2015-16 Associate's Degrees Awarded</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2015-16 Certificates Awarded</u>	<u>2016-17 Certificates Awarded</u>
Business and Office Technologies: Professional Office Skills	--	--	--	33
Child Development and Education	15	10	--	--
Child Development: Early Childhood Education – Transfer	18	39	--	--
Computer Information Systems	14	32	3	10
Computer Information Systems: Cisco CCNA Exam Preparation Level I	--	--	48	45
Computer Information Systems: Cisco CCNA Exam Preparation Level II	--	--	49	36
Computer Information Systems: Cisco CCNA Exam Preparation Level III	--	--	47	24
Computer Information Systems: Cisco CCNA Exam Preparation Level IV	--	--	44	3
Computer Information Systems: Cisco CCNP Exam Preparation Level V	--	--	18	6
Computer Information Systems: Cisco CCNP Exam Preparation Level VI	--	--	0	3
Computer Information Systems: Cisco CCNP Exam Preparation Level VII	--	--	16	10
Computer Information Systems: Cisco CCNP Exam Preparation Level VIII	--	--	0	1
Computer Information Systems: Cisco CCNP Exam Preparation Level IX	--	--	15	3
Computer Information Systems: Computer Foundations	--	--	1	--
Computer Information Systems: Computer Game Development	--	--	4	1
Computer Information Systems: Computer Support Technician (A+)	--	--	6	11
Computer Information Systems: Database Specialist Level I	--	--	1	--
Computer Information Systems: Microsoft Access Programmer	--	--	1	--
Computer Information Systems: Network Specialist	--	--	--	6
Computer Information Systems: Project Management	--	--	8	15
Computer Information Systems: Web Development Level I	--	--	2	11
Computer Information Systems: Web Development Level II	--	--	1	1
Correctional Science	9	12	9	8

<u>Program</u>	<u>2015-16 Associate's Degrees Awarded</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2015-16 Certificates Awarded</u>	<u>2016-17 Certificates Awarded</u>
Culinary Arts	--	--	15	14
Dental Assisting	2	7	14	21
Dietetic Service Supervisor	--	--	17	1
Drafting Technician: Mechanical	1	2	0	1
Drafting: Architectural	0	3	0	0
Drafting: CAD/CAM Operator	0	--	5	5
Drafting: Mechanical	--	3	0	0
Education Paraprofessional	10	9	--	--
Education Paraprofessional Level I	--	--	26	29
Education Paraprofessional Level II	--	--	4	4
Emergency Medical Provider	--	--	--	4
Engineering Technology	1	1	1	0
Fashion Design	8	5	8	3
Fashion Design: Costume Design	0	0	0	2
Fashion Design: Custom Dressmaking	--	--	7	5
Fashion Design: Industrial Sewing	--	--	16	8
Fashion Design: Patternmaking for Apparel	--	--	7	6
Fashion Merchandising	6	3	3	3
Fire Technology: Professional Firefighter	12	16	14	16
Gerontology	7	5	9	8
Gerontology: Community Caregiver	--	--	4	10
Homeland National Security	--	0	--	2
Hospitality Management: Food Production Management	--	--	3	9

<u>Program</u>	<u>2015-16 Associate's Degrees Awarded</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2015-16 Certificates Awarded</u>	<u>2016-17 Certificates Awarded</u>
Hospitality Management: Food Service	10	12	17	12
Hospitality Management: Food Service/Waitstaff Personnel	--	--	4	7
Hospitality Management: Hotel Management	12	11	16	17
Industrial Electrical Technology	8	7	0	0
Industrial Electrical Technician: Level I	--	--	21	51
Industrial Electrical Technician: Level II	--	--	22	11
Industrial Electrical Technician: Level III	--	--	19	10
Interior Design	4	5	9	5
Journalism	--	--	0	3
Kinesiology: Athletic Training	--	--	1	4
Kinesiology: Coaching	--	--	2	4
Music, Commercial	1	2	0	0
Nursing: Acute Care Technician	--	--	1	0
Nursing: Associate Degree Nursing (A.D.N.)	52	52	--	--
Nursing: Associate Degree Nursing: V.N. to R.N.	5	8	--	--
Nursing: Nursing Assistant	--	--	13	18
Nursing: Vocational (V.N.)	20	21	32	18
Nutrition and Food	6	6	2	1
Pharmacy Technician	13	9	18	11
Photography	7	4	--	--
Photography, Still	--	--	6	6
Radiologic Technology	27	47	0	0
Real Estate	2	0	--	2

<u>Program</u>	<u>2015-16 Associate's Degrees Awarded</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2015-16 Certificates Awarded</u>	<u>2016-17 Certificates Awarded</u>
Real Estate Salesperson	--	--	0	6
Technical Theatre	--	--	3	8
<b>Total</b>	<b>658</b>	<b>838</b>	<b>1,032</b>	<b>967</b>

## 2016-17 Core Indicator Performance by Taxonomy of Program (T.O.P.) Titles

### Core Indicator Definitions

Under the Carl D. Perkins Career and Technical Education Improvement Act of 2006, entities that provide postsecondary vocational training are required by federal law to report on the following measures (i.e., core indicators):

Core 1: Student attainment of challenging career and technical skill proficiencies, including student achievement on technical assessments, that are aligned with industry recognized standards, if available and appropriate

Core 2: Student attainment of an industry-recognized credential, a certificate, or a degree

Core 3: Student retention in postsecondary education or transfer to a baccalaureate degree program

Core 4: Student placement in military service or apprenticeship programs or placement or retention in employment, including placement in high skill, high wage, or high demand occupations or professions

Core 5: Student participation in (a), and completion of (b), career and technical education programs that lead to employment in non-traditional fields

**Note: Per the Accountability Framework for Districts Assisted with Perkins IV Funds, as published by the California Community Colleges Chancellor's Office, colleges are in compliance with Perkins accountability requirements if they are within 90% of the annual approved performance goals for each indicator.**

### Chaffey College Core Indicator Performance by Program

PROGRAM	CORE 1 SKILL ATTAINMENT	CORE 2 COMPLETION	CORE 3 PERSISTENCE	CORE 4 EMPLOYMENT	CORE 5A NT PARTICIPATION	CORE 5B NT COMPLETION
Business and Management	86.70	80.22	85.31	69.29	32.61	39.52
Accounting	88.29	85.63	87.27	69.83	40.84	43.32
Banking and Finance	83.33	0.00	83.33	0.00	50.00	0.00
Business Administration	72.94	97.37	83.13	78.43	44.71	46.05
Business Management	86.21	77.50	83.91	65.38	52.17	50.00
International Business and Trade	69.23	25.00	76.92	75.00	61.54	100.00

Performance Rate Higher Than Locally Negotiated Goal

Total Count is 10 or Greater

Total Count is Less Than 10

<b>PROGRAM</b>	<b>CORE 1 SKILL ATTAINMENT</b>	<b>CORE 2 COMPLETION</b>	<b>CORE 3 PERSISTENCE</b>	<b>CORE 4 EMPLOYMENT</b>	<b>CORE 5A NT PARTICIPATION</b>	<b>CORE 5B NT COMPLETION</b>
Marketing and Distribution	77.42	58.33	77.42	62.50	44.44	66.67
Logistics and Materials Transportation	100.00	100.00	100.00	66.67	41.67	66.67
Office Technology/Office Computer Applications	91.02	56.06	84.65	63.79	12.39	8.16
<b>Media and Communications</b>	97.48	88.89	86.55	70.27	28.38	30.23
Media and Communications, General	100.00	100.00	100.00	100.00		
Journalism	66.67	100.00	66.67	100.00		
Radio and Television	98.53	90.24	88.24	65.00	30.88	31.71
Film Studies	100.00	66.67	80.00	0.00	0.00	0.00
Digital Media	97.22	87.50	83.33	76.92	0.00	
<b>Information Technology</b>	96.10	92.70	81.02	75.40	15.07	14.39
Computer Information Systems	96.15	95.00	71.43	52.63	26.92	25.00
Computer Software Development	97.73	81.25	90.91	77.78	9.76	15.38
Computer Infrastructure and Support	95.39	95.00	78.87	80.41	14.47	12.12
World Wide Web Administration	100.00	0.00	88.89	0.00		
<b>Education</b>	25.00	100.00	92.31	69.23	0.00	0.00
Educational Aide (Teacher Assistant)	26.67	100.00	91.67	75.00	0.00	0.00
Physical Education	0.00	100.00	100.00	0.00		
<b>Engineering and Industrial Technology</b>	94.96	84.57	73.78	80.45	6.22	3.01
Engineering Technology, General	100.00	83.33	81.82	100.00		
Electronics and Electric Technology	95.60	79.17	65.52	92.16	2.20	0.00
Automotive Technology	94.59	79.37	73.79	75.00	7.43	7.27
Automotive Collision Repair	0.00	100.00		100.00	0.00	0.00
Aeronautical and Aviation Technology	95.83	93.22	75.00	75.51	5.83	0.00

Performance Rate Higher Than Locally Negotiated Goal

Total Count is 10 or Greater

Total Count is Less Than 10

<b>PROGRAM</b>	<b>CORE 1 SKILL ATTAINMENT</b>	<b>CORE 2 COMPLETION</b>	<b>CORE 3 PERSISTENCE</b>	<b>CORE 4 EMPLOYMENT</b>	<b>CORE 5A NT PARTICIPATION</b>	<b>CORE 5B NT COMPLETION</b>
Drafting Technology	92.31	90.91	92.31	66.67	15.38	10.00
<b>Fine and Applied Arts</b>	90.83	92.45	86.92	73.53	61.29	68.89
Commercial Music	0.00	100.00	75.00	75.00	50.00	50.00
Technical Theater	100.00	87.50	85.71	66.67		
Applied Photography	94.05	91.67	86.59	72.00	61.90	73.68
Commercial Art	50.00	100.00	100.00	100.00		
Graphic Art and Design	100.00	100.00	100.00	100.00	60.00	33.33
<b>Health</b>	98.02	96.78	80.21	82.61	14.39	14.84
Pharmacy Technology	93.55	97.44	75.86	62.50	25.81	21.05
Radiologic Technology	100.00	100.00	81.82	100.00		
Nursing	98.14	95.48	79.93	84.21	12.42	13.45
Dental Occupations	100.00	100.00	85.11	86.36	12.77	18.18
Emergency Medical Services	100.00		80.00	100.00		
<b>Family and Consumer Sciences</b>	91.70	82.50	85.59	74.10	9.47	7.96
Interior Design and Merchandising	93.02	78.95	86.05	66.67		
Fashion	92.06	74.19	79.37	62.50		
Child Development/Early Care and Education	92.04	80.68	87.17	77.78	5.31	5.21
Nutrition, Foods, and Culinary Arts	86.84	94.12	81.58	66.67	34.21	23.53
Hospitality	90.67	85.19	87.67	85.71		
Gerontology	94.59	94.44	86.11	75.00		
<b>Law</b>	90.24	100.00	78.05	70.59	24.38	11.11
Paralegal	90.24	100.00	78.05	70.59	24.39	11.11
<b>Public and Protective Services</b>	89.27	78.06	82.17	80.00	43.35	46.15
Administration of Justice	89.66	81.40	82.56	81.44	50.38	51.64
Fire Technology	87.50	61.54	80.36	72.22	10.71	14.29
<b>Overall</b>	91.75	86.82	89.60	76.97	23.50	24.69

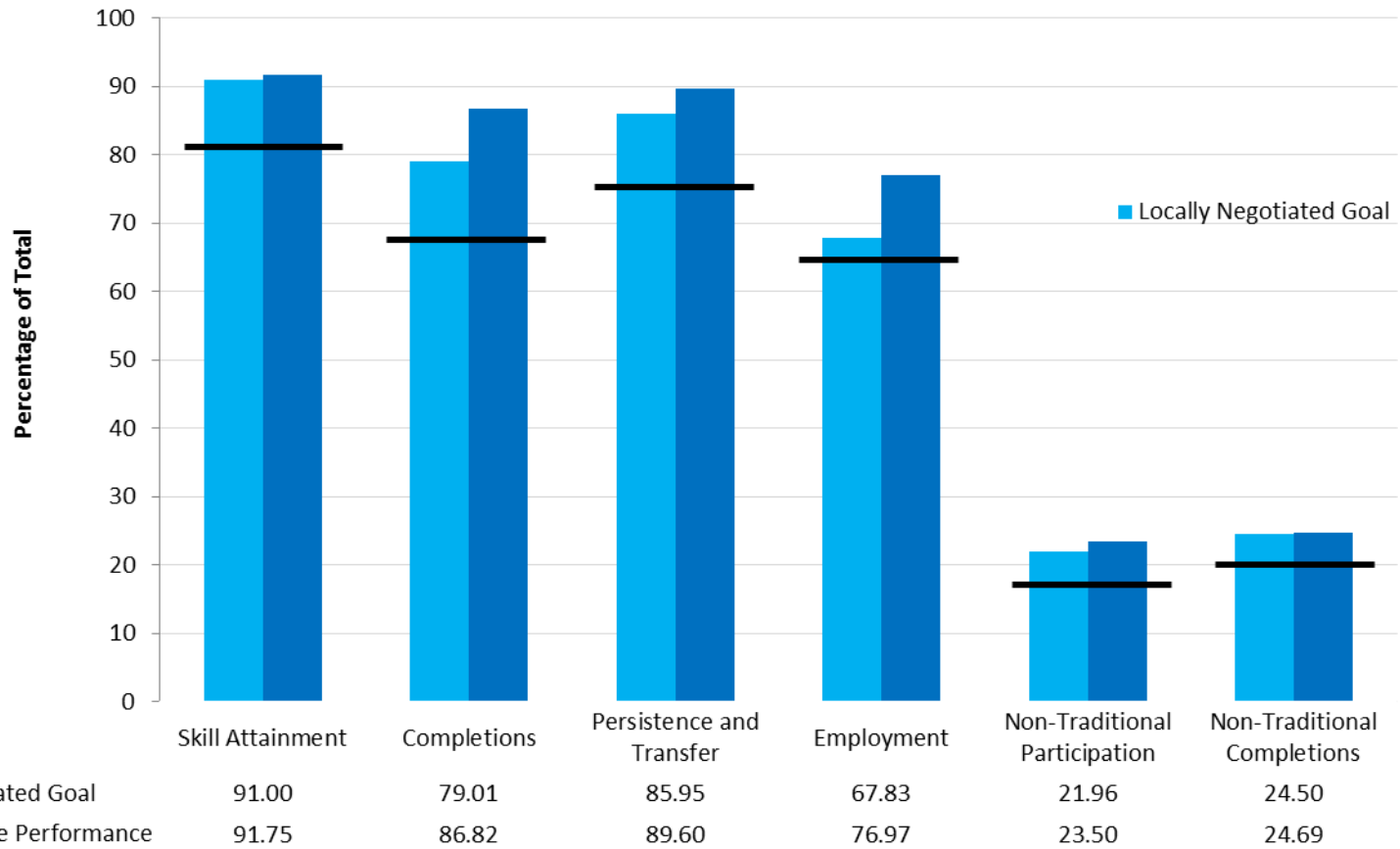
Performance Rate Higher Than Locally Negotiated Goal

Total Count is 10 or Greater

Total Count is Less Than 10



## 2016-2017 Overall Core Indicator Performance



Lines indicate the 90<sup>th</sup> percentile of the locally negotiated goal associated with each core indicator. As can be seen in the chart, Chaffey College performed within 90 percent of the locally negotiated target on all core indicators.

## Career Transitions Program 2016-17

### Career Transitions Articulation Agreements

Career Transitions articulation is the cooperative process of developing formal, written and published agreements that identify courses (or sequence of courses), from our local high school districts/ROP's that are comparable to, or acceptable in lieu of specific course requirements at Chaffey College. The program is built on a solid foundation of outstanding relationships between Chaffey College and our local institutions of secondary education.

<u>Chaffey Discipline</u>	<u>Baldy View ROP</u>	<u>Colton-Redlands-Yucaipa ROP</u>	<u>San Antonio ROP</u>	<u>San Bernardino County Superintendent of Schools ROP</u>	<u>San Bernardino City School District</u>	<u>Chaffey Joint Union High School District</u>	<u>Claremont Unified School District</u>	<u>Fontana Unified School District</u>	<u>Upland Unified School District</u>	<u>Riverside Unified School District</u>	<u>Snowline Joint Unified School District</u>	<u>Chino Valley Unified School District</u>	<u>Agreements by Discipline</u>
ACCTG						4							4
AUTOTEC	8	4		4		3		7	1				27
BIOL	4												4
BRDCAST				2				1	1				4
BUS						3							3
BUSMGMT		4				5		6		1			16
BUSMKT											1		1
BUSOT						25		12	1		1		39
CIS						1							1
CISHDSP	1												1
CISIWEB			2										2
CISCO		4											4
CISGAME		3						2					5
DRAFT	9			1		12		1				2	25
ED				1	1								2
EGTECH												2	2
EMT	2	1		12				2					17
FASHM				1									1
FIRETEC	1			5				2					8
HOTFS	1							1					2
ID				2									2
NURAST	1	1		1				1					4
PHOTO							1						1
<b>Counting Individual High Schools Within Districts</b>													
<b>Total Articulation Agreements</b>	<b>27</b>	<b>17</b>	<b>2</b>	<b>29</b>	<b>1</b>	<b>53</b>	<b>1</b>	<b>35</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>175</b>

Note: Courses may be taught at different high schools and/or ROP designated facilities. Count is unduplicated.

### Career Transitions Student Enrollment

	<u>Baldy View ROP</u>	<u>Colton-Redlands-Yucaipa ROP</u>	<u>San Antonio ROP</u>	<u>San Bernardino County Superintendent of Schools ROP</u>	<u>San Bernardino City School District</u>	<u>Chaffey Joint Unified High School District</u>	<u>Claremont Unified School District</u>	<u>Fontana Unified School District</u>	<u>Upland Unified School District</u>	<u>Riverside Unified School District</u>	<u>Snowline Joint Unified School District</u>	<u>Chino Valley Unified School District</u>	<u>Total Enrollment</u>
Student Enrollment	17	95	0	0	28	289	0	350	123	0	0	6	<b>908</b>

CATEMA Summary Information For The 2016-17 School Year					
Classes		Teachers		Student Ethnicity	
Pending Classes	7	Pending Teachers	12	American Indian	8
Approved Classes	105	Approved Teachers	112	Asian / Pacific	58
				Black	67
<b>Enrollments</b>		<b>Schools</b>		Hispanic	552
Pending Enrollments	39	School Districts	13	White	127
Accepted Enrollments	908	High Schools	49	Other	42
Enrolled - Not Rated	113			Total	854
		<b>Student Grad Year</b>		<b>Student Gender</b>	
<b>Students</b>		Graduate – 2016	247	Male	491
Pending Students	34	Graduate – 2017	157	Female	363
Accepted Students	854	Graduate – 2018	45	Total	854
		Graduate – 2019	393		

**Summary Information Breakdown:**

**Classes:** The approved classes are based on the articulation agreements we have with each district and their schools.

**Enrollments:** Lists duplicate students.

**Students:** The teachers did not accept the pending students; this could be due to several factors, such as not meeting the minimum requirements.

**Teachers:** This number represent teachers and counselors that have a CATEMA account, those that are pending were not approved due to duplicate accounts or did not have an articulation agreement with the district the teacher taught at.

**Student Grad Year:** A majority of the students are freshmen in high school; they make up approximately 62% of our Career Transitions students.

**Student Ethnicity:** The Hispanic students are among the highest participants, they make up approximately 67% of our Career Transitions students.

**Student Gender:** Although very close, we receive more male participants than females.

### **Career Technical Education Counselor**

Three part-time Career Technical Education Counselors were hired through the Perkins grant in August 2013. The CTE counselors provided the following services on all Chaffey College campuses:

- Presented in CTE classrooms, Career advisement, educational planning, and assistance with registration of classes
- Hosted Career Development workshops
- Directed CTE students towards program completion within CTE areas
- Assisted with CTE certificate and graduation applications
- Participated in CTE Advisory Committees
- Planned a networking event with faculty and local high school students
- Completed CTE presentations at local high schools
- Collaborated with various departments and programs across Chaffey College campuses to assist students with additional resources
- Researched and assisted with 4-year university transfer questions and application processes
- CTE students were served in the following programs: Accounting/Financial Services, Administration of Justice, Art/Digital Media, Automotive Technology, Aviation Maintenance Technology, Broadcasting and Cinema, Business Administration, Business: Management, Business: Paralegal Studies, Business and Office Technologies, Business Information Worker/Office Skills, Computer Information Systems, Correctional Science Criminal Justice/Homeland Security, Hospitality /Culinary Arts/Food Service, Dental Assisting, Drafting, Education Paraprofessional, Fashion Design and Merchandising, Fire Technology, Gerontology, Industrial Electrical Technology, Interior Design, Journalism, Nursing, Nutrition and Food, Pharmacy Technician, Photography, Physical Education, Radiological Technician, and Real Estate

## Partnerships and Advisory Committees

### Chaffey College has 409 occupational partnerships:

4D Concepts, Inc.  
A & A Automotive  
A to Z Pebble Creek Senior Center  
A. B. Miller High School  
Accredo Health Services  
Adept Home Health  
Agencies Tool Center  
AJW Design Co.  
Albertson's Inc.  
Allegiant Airlines  
Allstate  
Alston Tascom, Inc.  
Altec Service Group  
Alzheimer's Association – California Southland Chapter  
American Airlines  
American Apparel – Los Angeles, CA  
American Medical Response (AMR Ambulance)  
American Red Cross  
Amtrend – Fullerton, CA  
Andari Fashions – El Monte, CA  
Apex Home Care  
APL Logistics  
AR Tech  
ARAMARK, Catering Intern  
ArcelDesign, Inc.  
Arrowhead Regional Medical Center  
Atech Training  
Atlantis Law Firm  
Atria Del Rey  
Autozone Auto Parts  
Aviation Maintenance Group (AMG)  
B & D Auto Dismantling  
Baseline Dental  
BC Design  
Best Pharmacy  
Best, Best & Krieger  
Blooms & Branches – Rancho Cucamonga, CA  
Boeing  
Boshart Engineering Ontario  
Broadview Mortgage Corp.  
Buckle – Rancho Cucamonga, CA  
Cable Airport  
California Department of Corrections & Rehabilitation  
(Regional Parole Offices and Facilities)  
California Department of Health Services  
California Steel  
California Steel Industries  
Cardenas Markets  
Career Institute  
CareMark Pharmacies  
Carquest Auto Supply  
Casa Colina Adult Day Health  
Casa Colina Hospital for Rehabilitation Medicine  
CBC Professional Pharmacy, Inc.  
Center for Advanced Transportation, College of the Desert &  
Rio Hondo College  
Certified Aircraft Services (CAS)  
Chaffey Joint Union High School District  
Chancellor Place  
Children's Dental Funzone  
Chino Community Hospital  
Chino Family Dental  
Chino Hills Dental Group & Orthodontics  
Chino Hills Oral Surgery Center  
Chino Valley Medical Center  
Chirons Pharmacy  
Christian Heritage Care Center  
Citrus Nursing Center  
Citrus Pharmacy / Network Pharmaceutical, Inc.  
City of Chino  
City of Claremont, Joselyn Center  
City of Corona  
City of Corona Fire Department  
City of Covina  
City of Fontana  
City of Montclair  
City of Ontario  
City of Ontario Fire Department  
City of Rancho Cucamonga  
City of Rancho Cucamonga Historical Society  
City of Rialto Senior Center  
City of Upland  
City of West Covina  
Claremont Dental Institute  
Claremont Manor  
Coca Cola Bottling Company  
Collins College of Hospitality – Pomona, CA  
Color Turners  
Community Action Partnership (CAP) Riverside  
Community Hospital of San Bernardino  
Community Senior Services  
Compass Aviation  
Consulab Training  
Coram Corporation  
Cornerstone Hospice  
Corona Dental  
Corona Regional Medical Center  
Corona Specialty Pharmacy  
Costume Shop – Ontario, CA  
CR Custom Cabinet Design, Ontario, CA  
Creating Smiles  
Crossroads Dental Group  
CSU – Pomona  
CSU – San Bernardino  
Cucamonga Valley Water District  
CVS Pharmacy  
Cynthia Bennett & Associates – Rancho Cucamonga  
Darafeev Fine Furniture  
DC Architects, Upland, CA  
Del's Pharmacy  
Delicate Dental Spa  
Delta Airlines  
Dennis Keeley, Artist (Chair Photography and Imaging Art  
Program Art Center)  
Dental Care of La Verne  
Department of Aging and Adult Services – Fontana  
Department of Aging and Adult Services – Rancho  
Cucamonga  
Desert Manor  
Desert Valley Medical Center  
Design Center Associates  
Designers Resource Collection – Costa Mesa, CA  
Disney Theme Parks and Resorts College Program –  
Disney Professional Internships  
Distribution Management Association  
Don Dreyer, Photographer and Artist (Chaffey College)  
Door Components  
Doubletree Hotel – Ontario, CA  
Downtown Dental  
Drape-Rite in Claremont, CA

E.S. Kluff & Company  
 Eastvale Dental  
 EDI Fuel Systems  
 El Descanso  
 El Rancho Vista  
 Elite Live Scan  
 Emeritis at Casa Whittier  
 Estrada Strategies, LLC  
 Euclid Dental Office  
 Express Jet  
 Express Pharmacy  
 Faithful Fabrication  
 Family Dentistry  
 Fashion Supplies, Inc. – Los Angeles, CA  
 Federal Express (FEDEX)  
 Firestone Tire & Service Centers  
 Fimalino Family Dentistry, Inc.  
 Fontana Community Senior Center  
 Fontana Dental  
 Fontana Family Dentistry  
 Foothill Presbyterian Hospital  
 Fourth Floor Fashion Talent – Los Angeles, CA  
 French Park Care Center  
 Fullerton Post Acute/Post-Acute Care  
 G & J Aircraft & Competition Supply  
 Gear Technology  
 Gemmel Pharmacy  
 General Atomics  
 Genetic Denim – Los Angeles, CA  
 Gentiva Health Services  
 Gilbert, David, DDS  
 Glendale Community College  
 Global Link – Montclair, CA  
 GM Business Interiors – Riverside, CA  
 Goodyear Tires, Victorville  
 Gourmet Catering Company – Upland, CA  
 Gray, Joseph W, DDS  
 Greenway Dental Excellence  
 Happy Teeth Dentistry for Kids, Inc.  
 Harrison Restorations  
 Hartman Baldwin Design Build  
 Hemet Valley Medical Center  
 Heritage Park  
 Hillcrest Homes  
 Hilton Garden Inn  
 HMC Architects – Ontario, CA  
 Holiday Inn – Ontario, CA  
 Home Pharmacy of California  
 Howard Aviation  
 IDC Highland  
 IEUA Inland Empire Utilities Agency  
 Independent Healthcare Services  
 Inland Caregiver Resource Center  
 Inland Christian Convalescent Center  
 Inland Christian Homes  
 Inland Design Center – Upland, CA  
 Inland Empire Latino Lawyers Association, Inc., Legal Aid Problem  
 Inland Empire Oral and Maxillofacial Surgeons  
 Inland Hospice Association  
 Inland Valley Regional Medical Center  
 Innovative Design Concepts – Chino, CA  
 Interior Network – San Bernardino, CA  
 Internal Revenue Service (IRS)  
 International Association of Administrative Professionals (IAAP)  
 Irvine Medical Pharmacy, Inc.  
 Jacuzzi  
 James Brulte Center  
 Jasmine Terrace  
 JC Penney – Rancho Cucamonga, CA  
 Jeep, Chrysler of Ontario  
 Jerry L. Pettis Memorial VA Medical Center  
 Jessica Boone, Food Stylist and Photographer  
 John Elway's Crown Toyota  
 Jones Legal  
 Joslyn Senior Center (Redlands)  
 Just for Kids  
 K & N Engineering  
 Kaiser Foundation Hospital  
 Kaiser Permanente  
 Kaiser Permanente Dietary and Foodservice  
 Kathy Haddad, Artist (Chaffey College)  
 Kelly Ferm, Inc.  
 Kindred Healthcare  
 Kindred Pharmacy Services  
 K-Mart Distribution Center  
 Kon & Sugiono Professional Dental Group  
 La Sierra High School  
 LaFetra Center for Seniors  
 Lasting Memories Event Catering  
 Laurel Convalescent Center  
 Law Office of Diana Vargas  
 Law Office of Luella G. Hairston  
 Law Office of Scott J. Dexter  
 Law Office of Valerie Lopez  
 Law Offices of Ripley & Associates  
 Law Offices of Sheela A. Stark  
 Legal Research and Self-Help Services, Superior Court of California, County of San Bernardino  
 Lewis Brisbois Bisgaard & Smith LLP  
 Linda Lewis, Photographer Instructor (Chaffey College)  
 Live Scan Solutions  
 Lollipop Dental  
 Loma Linda Adult Day Health  
 Loma Linda University Faculty Dental Office  
 Loma Linda University Medical Center  
 Loma Linda University School of Dentistry  
 Loma Linda University, Behavioral Medical Center  
 Los Angeles County Probation Dept  
 Los Angeles County Sheriff's Dept  
 Los Angeles Police Department  
 Lucas Oil  
 Luciano, Kathleen, DDS  
 Magor Mold  
 Manufacturer's Council  
 Mariposa Counseling Center  
 Marriott Hotel  
 Martel Interiors – Upland, CA  
 Matco Tools  
 Mathis Brothers Furniture – Ontario, CA  
 MBW STEP, Universal Technical Institute, Inc.  
 McDonald's USA, LLC, Restaurant Management College Internship  
 Metro Nissan  
 Michael Negrete, Photography Studio  
 Monet Dental  
 Montclair Chamber of Commerce  
 Montclair Senior Center  
 Morrison Management Specialists  
 Mt. San Antonio Gardens  
 Mt. View Residential Care  
 NeighborCare  
 Nestle  
 Network Pharmaceuticals, Inc.  
 New Bedford Panoramex  
 New Century Dental Care  
 New Hope Dentistry  
 New Smile Dentistry  
 NEXUSis

North Rancho Cucamonga Dental Group  
 Northrup Grumman  
 O'Reilly Auto Parts  
 Obey Clothing – Orange County, CA  
 Ontario Convention Center – Ontario, CA  
 Ontario Dodge  
 Ontario Volkswagen  
 OPARC Monte Vista  
 Option Care  
 Owen's Bistro – Chino, CA  
 Pacific Dental Services, Inc.  
 Palm Springs Transportation Security Administration  
 Parkview Community Hospital  
 Parkview Pharmacy & Home Health Care, Inc.  
 Paton Group  
 Patton State Hospital  
 Patton Steel  
 PCH Architects  
 Pearson's Medical Group Pharmacy  
 Penco  
 Pep Boys Automotive  
 PharMerica  
 Pico Rivera Health Care  
 Pilgrim Place  
 Pine Center Dental  
 Plott Nursing Home  
 Pneudraulics (PDI)  
 Pomona Unified School District Adult and Career Education  
 Pomona Valley Hospital Medical Center  
 Ponderosa Dental Group  
 Power Bound Electrical  
 Price Transmissions  
 Public Defender Office of San Bernardino County  
 Pyramid Mold  
 Qualified Technologies  
 R C Endodontics  
 R.W. Lyall & Company, Inc.  
 Radiant Dental  
 Radisson Hotel – Ontario, CA  
 Ramona Manor  
 RC Dental Care  
 Redlands Community Hospital  
 Rick Sforzs, Photo Editor - San Bernardino and the Daily Bulletin  
 Rio Ranch Markets  
 RiteAid Corporation  
 River Arch Dental Group  
 Riverside Community Health Agency  
 Riverside Community Hospital  
 Riverside County Regional Medical Center  
 Riverside Grill, Chino, CA  
 Riverside University Health Systems  
 Robert Half Employment Agency/Office Team  
 Robinson Sookdeo Law  
 Rodrigo Law Firm, PC.  
 Rogers, Bruce M, DDS  
 Romero Buick, Hyundai and Mazda  
 Romero Engineering  
 Ryan Beck Photographer  
 Sally Egan, Artist and Staff Photographer  
 Salvi, Kiritkumar, DDS  
 San Antonio Regional Hospital  
 San Bernardino Community Hospital  
 San Bernardino County District Attorney's Office  
 San Bernardino County Fire Department  
 San Bernardino County Probation Department  
 San Bernardino County Superior Court  
 San Bernardino Department of Aging and Adult Services  
 Santa Teresita Manor  
 Saucedo, Martha, DDS  
 Savage BMW  
 Schwartzberg & Luther, APC  
 Seaport Marina Hotel, Front Desk Agent  
 Sierra Dental Group  
 Sierra Lakes Dental Group  
 SigmaNet Ontario  
 Sisson Design Group – Ontario, CA  
 Sky Harbor  
 Skywest Airlines  
 Small Business Development Centers  
 Smile Care Family Dentistry  
 Smile Needs Dental  
 Smile Prosthodontics  
 Snap-On Tools  
 Some Crust Bakery – Claremont, CA  
 Sotheby's International Realty  
 Southern California Edison (SCE)  
 Southern California Logistics Training Consortium  
 Southern California Transit Consortia  
 Southwest Airlines  
 Sport Tek  
 Stadium Dental  
 Stanley Tool  
 Starwood Hotels & Resorts Worldwide Inc.  
 Stater Bros.  
 Steelscape  
 Summit Smiles  
 Sunrise Assisted Living  
 Swat Fame – Los Angeles, CA  
 Tamco Steel  
 Target Pharmacy  
 Target Stores  
 Tatevosian, Steven, DDS  
 Technology and Aviation Division  
 The Beer Hunter – La Quinta, CA  
 The McHenry Group  
 The Olive Tree – Palm Desert, CA  
 Thomas, Jeffrey, DDS  
 Threshold Technologies  
 Tom Alleman, Freelance Photojournalist  
 Tom McGovern, Artist  
 Tooth Booth  
 Town Center Drugs  
 Travel Centers of America  
 Triangle Interiors – Covina, CA  
 Trina Turk – Alhambra, CA  
 Trinity Pharmacy  
 Unique Upholstery and Interior – Covina, CA  
 United Airlines  
 United Pharmacy  
 United States Forest Services (USFS)  
 University of Redlands  
 Unocal Aviation  
 Upland Dental  
 Upland Endodontics  
 Upland Rehabilitation  
 UPS United Parcel Service  
 Utility Trailer Manufacturing  
 UVP  
 VA Hospital of Loma Linda  
 Valencia Commons  
 Vancey Enterprizes  
 Vegal & Rivera, LLP  
 Veolia North America  
 Victor Valley Community Hospital  
 Villa Verde Pharmacy  
 Visiting Nurses Association  
 WAFC  
 Walgreens Pharmacy  
 West Coast Dental of Riverside

West Valley Water District  
Western Association of Food Chains  
Western Dental Centers  
Western University of Health Sciences Dental Center  
Winegartner & Hammond  
Winery Estate Dental Group\*  
Workforce Development, San Bernardino County  
Youth Mentoring Action Network  
Zamora Electrical Services

\*Over 100 Independent Dentists



## **Chaffey College has 37 occupational advisory committees:**

### **School of Business and Applied Technology**

Accounting/Financial Services  
Automotive Technology  
Aviation Maintenance Technology  
Business Administration/Management  
Business/Paralegal  
Business & Office Technologies  
CIS/CS  
Industrial Electrical Technology  
Fire Technology/Emergency Medical Technician  
Logistic Management  
Real Estate  
International Business  
Marketing/Advertising

### **School of Health Sciences**

Dental Assisting  
Gerontology  
Nursing (includes ADN, VN, and CNA programs)  
Board of Vocational Nursing and Psychiatric Technicians (BVNPT)  
Board of Registered Nursing (BRN)  
Pharmacy Technician  
Radiologic Technology

### **Chino Campus**

Hospitality Management  
Fashion Design/Fashion Merchandising  
Interior Design

### **School of Language Arts**

Student Publications  
Journalism Advisory Board

### **School of Mathematics and Science**

Drafting  
Engineering

### **School of Social & Behavioral Sciences**

Administration of Justice  
Correctional Science  
Child Development

### **Kinesiology, Nutrition, and Athletics**

Nutrition and Food

### **School of Visual and Performing Arts**

Art, Digital Media  
Broadcasting & Cinema  
Music  
Photo Occupational Advisory Committee  
Theatre  
Wignall Museum of Contemporary Art

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

(Information)

February 22, 2018  
Board Meeting Date

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TOPIC **QUARTERLY INVESTMENT REPORT**

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Communication No. IV.D.2.c

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SUPPORTS BOARD POLICY

**Board Policy 6320 Investments** - The Superintendent/President is responsible for ensuring that invested District funds are not required for the immediate needs of the District. Investments shall be in accordance with law.

PROPOSAL

To present the quarterly investment report for the quarter ended December 31, 2017, for information only.

BACKGROUND

As recommended in Government Code 53646, the district investment reports may be presented to the board quarterly. The quarterly investment report for the period ended December 31, 2017 is attached.

BUDGET IMPLICATIONS

*Funding Source – All funds*

*Status of Funds – N/A*

*Future Implications – N/A*

RECOMMENDATION

To review the quarterly investment report for the quarter ended December 31, 2017 as presented.

Prepared by:	Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

# Chaffey Community College District Investment Report



## **Governing Board**

Kathleen R. Brugger, President  
Gloria Negrete McLeod, Vice President  
Gary C. Ovitt, Clerk  
Lee C. McDougal, Member  
Katherine Roberts, Immediate Past President

Diana Contreras, Student Trustee

Dr. Henry D. Shannon, Superintendent/President

December 31, 2017

# Chaffey Community College District


## Investment Report

### Summary

For The Period Ended December 31, 2017

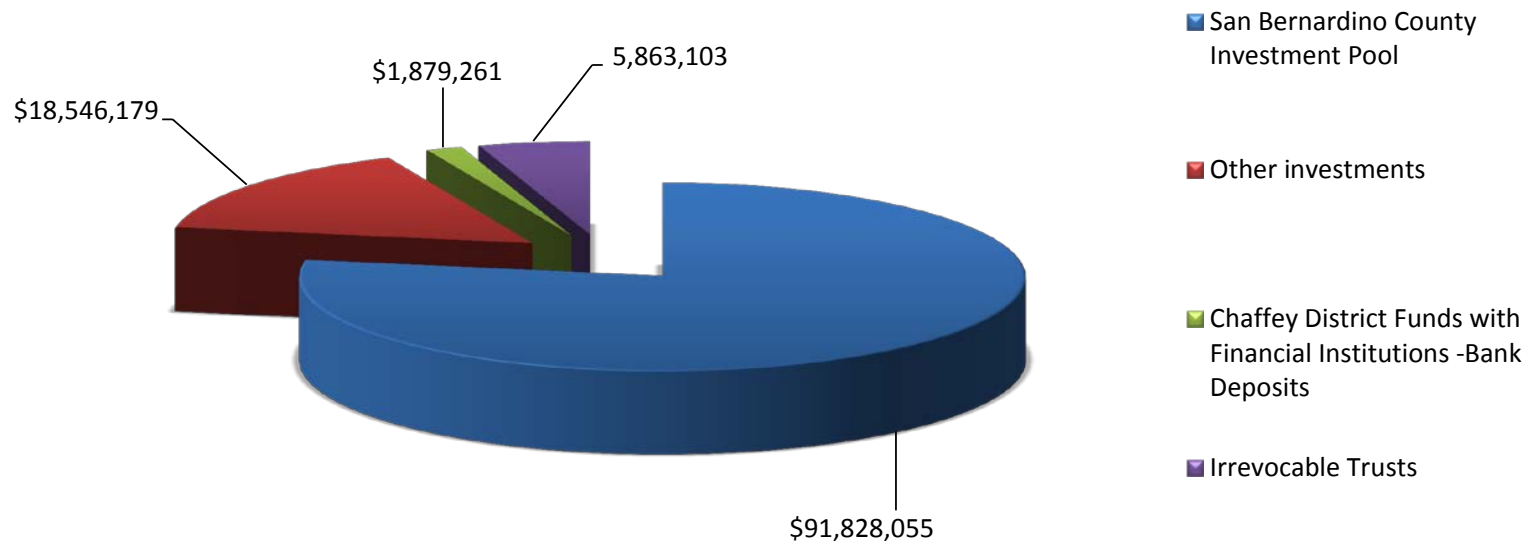
General Portfolio	Fund Value	Market Value
<b>General Portfolio</b>		
San Bernardino County Investment Pool	\$ 91,828,055	\$ 92,146,423
Other Investments	18,546,179	18,537,855
Irrevocable Trusts	5,863,103	7,579,433
Chaffey District Funds with Financial Institutions - Bank Deposits	1,879,261	1,879,261
<b>Total General Portfolio</b>	<u>\$ 118,116,599</u>	<u>\$ 120,142,972</u>

1. I hereby certify that the investments are in compliance with the investment guidelines statement adopted by the Governing Board.
2. The District has the ability to meet its budgeted expenditures for the next six months.
3. The market values for funds held in checking accounts and money market funds does not change.
4. The fiscal agent provided the market values for investments held in their accounts.
5. The checking accounts include Associated Student Body and other District cash funds.
6. This report meets the requirement of Government Code Sections 16481, 53646, and 53601.

  
\_\_\_\_\_  
Lisa Bailey  
Associate Superintendent, Business Services & Economic Development

**Chaffey Community College District**  
Investment Report

**Summary**  
**For The Period Ended December 31, 2017**



# Chaffey Community College District

## Investment Report

### Chaffey District Funds in San Bernardino County Investment Pool

For The Period Ended December 31, 2017

Funds/Accounts in County Investment Pool	Fund Number	Account Number	Fund Total
General Fund	10	9110	\$ 52,741,815
Bond Debt Service Fund	21	9110	18,265,413
Children's Center	33	9110	2,001,607
Bond Fund	40	9110	1,893,388
Capital Projects	41	9110	14,793,220
Scheduled Maintenance	42	9110	217,461
Bond Fund - Series D	45	9110	3,632
Bond Fund - Series E	46	9110	6,080
Self-Insurance Fund	61	9110	1,335,897
Vacation Liability	69	9110	<u>569,542</u>

<b>Total Funds in County Investment Pool</b>	<u>\$ 91,828,055</u>	<u>Market Value Share</u>	<u>\$ 92,146,423</u>	(Note 1 and 2)

<b>Annualized Yield for Quarter Ended</b>	12/31/2017	1.38%
<b>Annualized Yield for Quarter Ended</b>	9/30/2017	1.27%

Other Investments	Fund Total	Market Value	12/31/17 Yield	Prior qtr. Yield
Morgan Stanley - Series D	2,554,863	2,578,487	1.86%	1.58%
US Bank/Payden & Rygel - Series E	15,991,316	15,959,368	4.20%	4.26%
<b>Total Other Investments</b>	<u>\$ 18,546,179</u>	<u>\$ 18,537,855</u>		

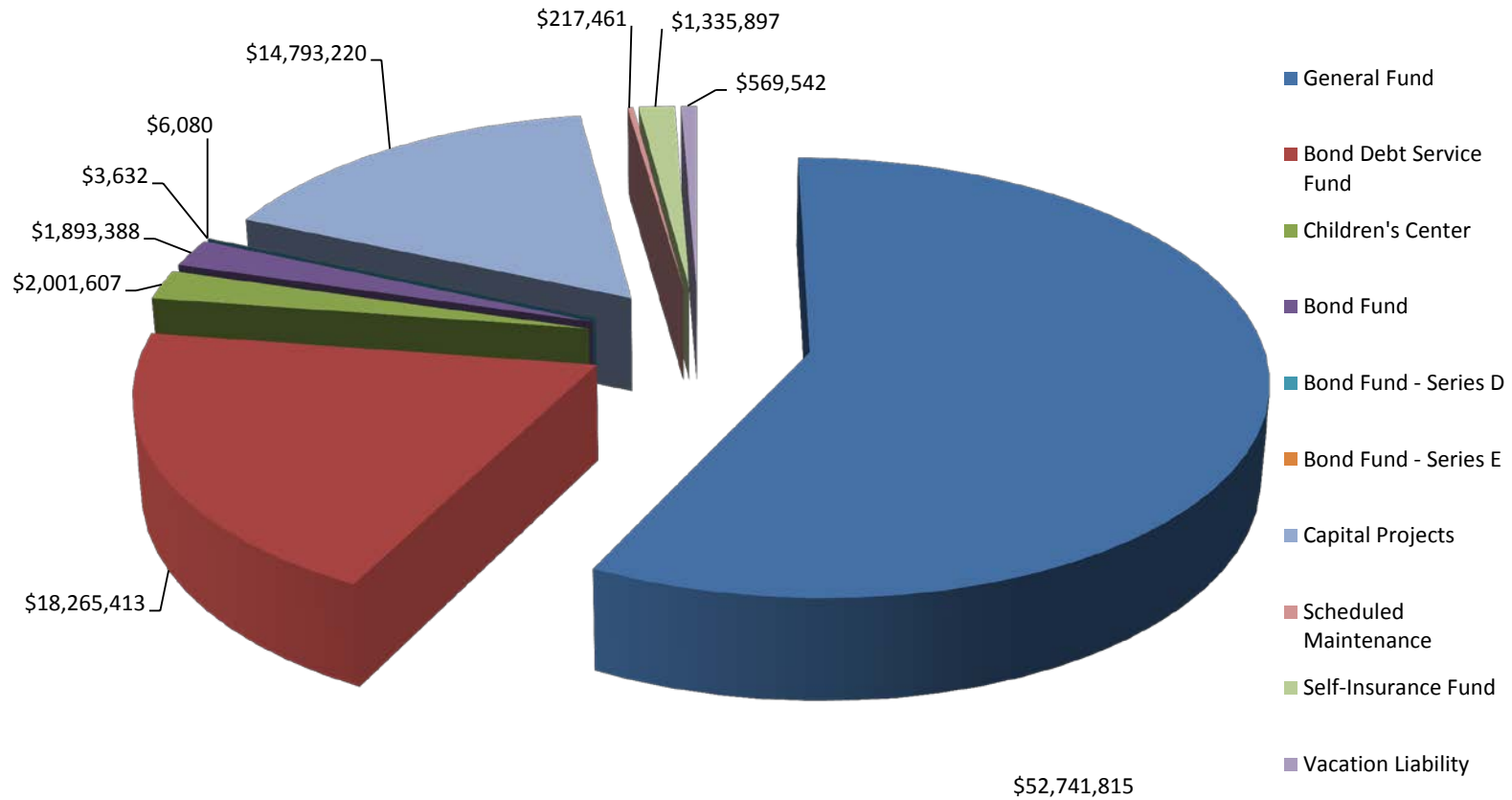
Irrevocable Trusts	Fund Total	Market Value
Benefit Trust Company - Other Post Employment Benefits (OPEB)	5,357,405	7,076,041
Benefit Trust Company - Pension Stability Trust (PST)	505,698	503,392
<b>Total Irrevocable Trusts</b>	<u>\$ 5,863,103</u>	<u>\$ 7,579,433</u>

Note 1: Market value share equates to the District's pro-rata share of the market value of the entire County Pool.

Note 2: See County Pool Summary on page 5 for further details of County Treasury Investments.

**Chaffey Community College**  
Investment Report

**Chaffey District Funds in San Bernardino County Investment Pool**  
**For The Period Ended December 31, 2017**



**Chaffey Community College District**  
Investment Report

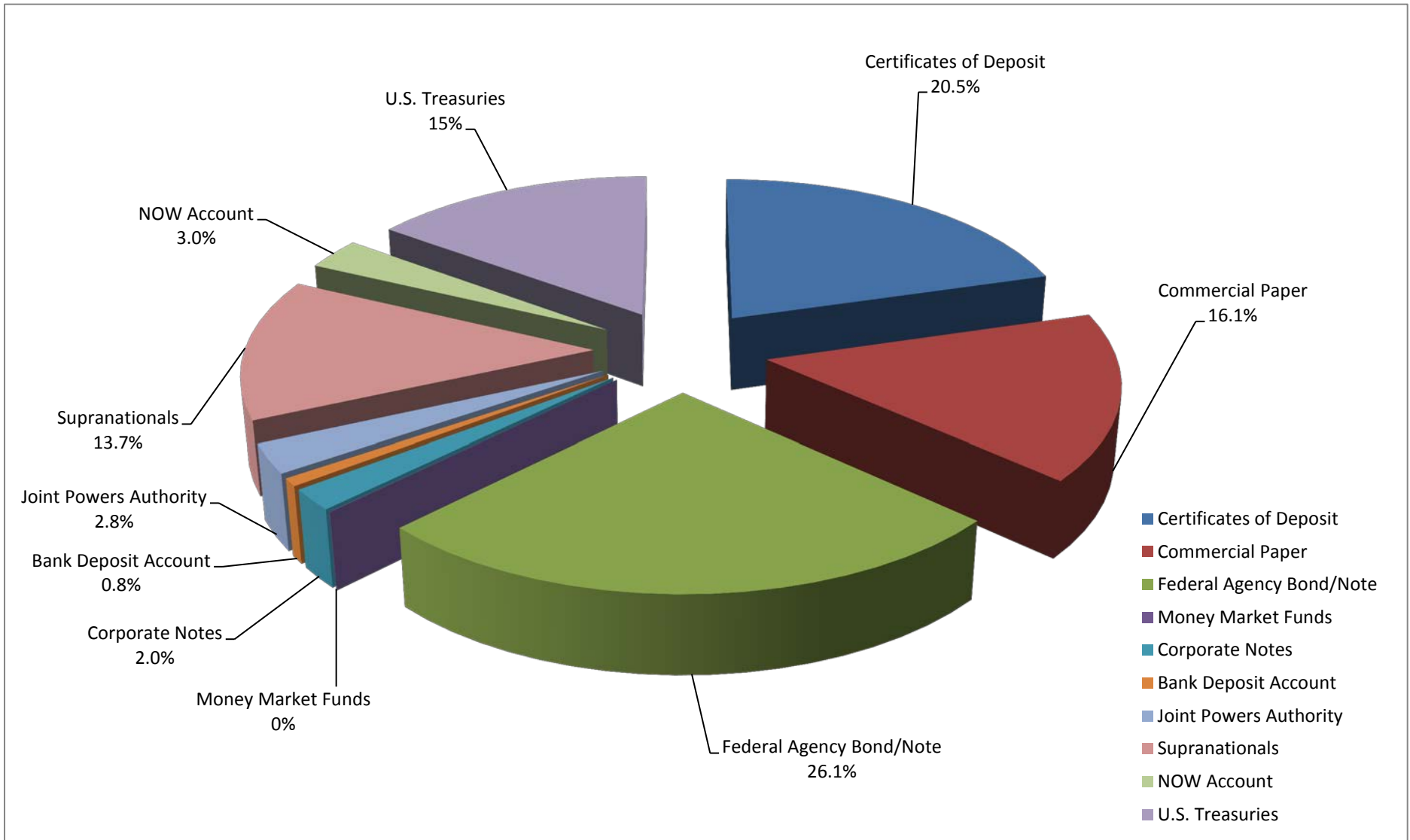
**San Bernardino County Pool Summary**  
For The Period Ended December 31, 2017

Security Type	Par(\$)	Amortized Cost	Market Value	Yield to Maturity
Certificates of Deposit	\$ 1,355,000,000	\$ 1,355,000,000	\$ 1,354,298,600	1.39%
Commercial Paper	1,066,000,000	1,063,843,911	1,063,617,077	1.46%
Corporate notes	135,000,000	134,982,350	134,247,641	1.53%
Federal Agencies	1,733,672,000	1,732,606,768	1,722,712,562	1.28%
Supranationals	910,000,000	909,113,931	902,586,805	1.26%
Money Market Funds	2,000,000	2,000,000	2,000,000	1.15%
Bank Deposit Account	50,000,000	50,000,000	50,000,000	0.95%
Joint Powers Authority	187,000,000	187,000,000	187,000,000	1.37%
NOW Account	200,000,000	200,000,000	200,000,000	1.37%
U.S. Treasuries	1,000,000,000	995,831,027	989,905,275	1.59%
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Securities</b>	<u><u>\$ 6,638,672,000</u></u>	<u><u>\$ 6,630,377,986</u></u>	<u><u>\$ 6,606,367,960</u></u>	<u><u>1.38%</u></u>
Cash Balances	<u><u>\$ 306,473,789</u></u>	<u><u>\$ 306,473,789</u></u>	<u><u>\$ 306,473,789</u></u>	
<b>Total Investments</b>	<u><u>\$ 6,945,145,789</u></u>	<u><u>\$ 6,936,851,775</u></u>	<u><u>\$ 6,912,841,749</u></u>	
Accrued Interest	<u><u>0</u></u>	<u><u>13,945,179</u></u>	<u><u>13,945,179</u></u>	
<b>Total Portfolio</b>	<u><u>\$ 6,945,145,789</u></u>	<u><u>\$ 6,950,796,954</u></u>	<u><u>\$ 6,926,786,928</u></u>	



**Chaffey Community College District**  
Investment Report

**San Bernardino County Pool Summary Distribution**  
**For The Period Ended December 31, 2017**



## Chaffey Community College District

### Investment Report

### Chaffey District Funds with Financial Institutions - Bank Deposits

For The Period Endend December 31, 2017

Institution	Account Name	Collateralized Deposits	Total Deposits	Interest Rate	Maturity Date
Citizen's Business Bank	Associated Student Body Bus. Analyzed Public Funds Acct.	189,275	189,275	*	N/A
Citizen's Business Bank	Associated Student Body Insured Money Market Public Acct.	149,057	149,057	0.35%	N/A
Citizen's Business Bank	Revolving Cash Fund Bus. Analyzed Public Funds Acct.	20,042	20,042	*	N/A
Citizen's Business Bank	Clearing Account Bus. Analyzed Public Funds Acct.	1,520,888	1,520,888	*	N/A
<b>Total All Banking Institutions</b>		<u>\$ 1,879,261</u>	<u>\$ 1,879,261</u>		

\*Chaffey College's contract with Citizen's Business Bank includes Account Analysis, which applies interest income to account fees.

All funds are collateralized and fully insured.

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

February 22, 2018  
Board Meeting Date

TOPIC      **PUBLIC HEARING JOINT PROPOSAL/PRELIMINARY AGREEMENT OF THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 431 AND CHAFFEY COMMUNITY COLLEGE DISTRICT**

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Communication No.    IV.E.1.a

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SUPPORTS BOARD POLICY

**Board Policy 7130 Compensation** – Salary schedules, compensation and benefits including health and welfare benefits, for all classes of employees and each contract employee shall be established by the Governing Board.

PROPOSAL

It is recommended that a public hearing be held on the joint proposal/preliminary agreement of the California School Employees Association (CSEA), Chapter 431 and the Chaffey Community College District.

BACKGROUND

As a result of the bargaining process between the district and the association, a joint proposal/preliminary agreement was reached and was ratified by the association. Section 3547 of the Government Code requires that the public be given an opportunity to express itself regarding the joint proposal/preliminary agreement at a public meeting of the public school employer. Copies of the proposed preliminary agreement will be available at the board meeting.

BUDGET IMPLICATIONS

*Funding Source* – Unrestricted fund or restricted funds, as appropriate

*Status of Funds* – Funds of \$1,277,446 for the current year estimated compensation are included in the 2017–18 unrestricted or restricted budgets, as appropriate.

*Future Implications* – The estimated cost of \$1,829,748 and \$1,693,715 for years 2018–19 and 2019–20 will be included in future year budgets.

RECOMMENDATION

It is recommended that a public hearing be held on the joint proposal/preliminary agreement of the California School Employees Association (CSEA), Chapter 431 and the Chaffey Community College District.

A proposal to adopt the joint agreement with the California School Employees Association (CSEA, Chapter 431 is Communication No. IV.E.1.b on the agenda.

Submitted by:	Susan Hardie, Director, Human Resources
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Dev.
Recommended by:	Henry D. Shannon, Superintendent/President

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

February 22, 2018  
Board Meeting Date

TOPIC      **JOINT PROPOSAL/PRELIMINARY AGREEMENT OF THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 431 AND CHAFFEY COMMUNITY COLLEGE DISTRICT**

Communication No.    IV.E.1.b

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SUPPORTS BOARD POLICY

**Board Policy 7130 Compensation** – Salary schedules, compensation and benefits, including health and welfare benefits, for all classes of employees and each contract employee shall be established by the Governing Board.

PROPOSAL

It is recommended that the Governing Board adopt the joint proposal/preliminary agreement of the California School Employees Association (CSEA), Chapter 431 and the Chaffey Community College District.

BACKGROUND

As a result of the bargaining process between the district and the association, a joint proposal/preliminary agreement was reached and was ratified by the association. Section 3547 of the Government Code requires that the public be given an opportunity to express itself regarding the joint proposal/preliminary agreement at a public meeting of the public school employer. Copies of the proposed preliminary agreement will be available at the board meeting.

BUDGET IMPLICATIONS

*Funding Source* – Unrestricted fund or restricted funds, as appropriate

*Status of Funds* – Funds of \$1,277,446 for the current year compensation are included in the 2017-18 unrestricted or restricted budgets, as appropriate.

*Future Implications* – The estimated cost of \$1,829,748 and \$1,693,715 for years 2018–19 and 2019–20 will be included in future year budgets.

RECOMMENDATION

It is recommended that the Governing Board adopt the joint proposal/preliminary agreement of the California School Employees Association (CSEA), Chapter 431 and the Chaffey Community College District.

Submitted by:	Susan Hardie, Director, Human Resources
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

February 22, 2018  
Board Meeting Date

TOPIC 2018–2019 BOARD MEETING DATES

Communication No. IV.F.1.a

SUPPORTS BOARD POLICY

**Board Policy 2310 Regular Meetings of the Governing Board** – The Governing Board shall adopt an annual calendar of governing board meetings.

PROPOSAL

To approve the following list of regular meeting dates of the Governing Board for the 2018–2019 academic year:

- July 26, 2018
- August 23, 2018
- September 27, 2018
- October 25, 2018
- November 14, 2018
- December 13, 2018
- January 24, 2019
- February 28, 2019
- March 28, 2019
- April 25, 2019
- May 23, 2019
- June 27, 2019

BACKGROUND

The Governing Board will meet on the above dates at 2 p.m. The listed dates are the fourth Thursday of the month with the following exceptions:

- November 14, the third Wednesday – changed because the fourth Thursday is Thanksgiving Day and to avoid a conflict with the Community College League of California’s annual convention.
- December 13, the second Thursday – changed because of Christmas holidays and annual organizational meeting requirements.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended that the board approve the above list of regular meeting dates of the Governing Board for the 2018–2019 academic year.

Submitted by: Henry D. Shannon, Superintendent/President

Recommended by: Henry D. Shannon, Superintendent/President

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

February 22, 2018  
Board Meeting Date

TOPIC     **APPROVAL OF MINUTES, JANUARY 25, 2018**    

Communication No. IV.F.1.b

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SUPPORTS BOARD POLICY

**Board Policy 2360 Minutes** – The minutes shall record all actions taken by the Governing Board. The minutes shall be public records and shall be available to the public.

PROPOSAL

To approve the minutes of the January 25, 2018, regular meeting.

BACKGROUND

It is the practice of the board to approve the minutes of the board meeting(s) held the previous month. Those minutes are then made available to the public in the Chaffey College Library and on the college website.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

Approval of the minutes of the January 25, 2018, regular board meeting.

Submitted by:	Henry D. Shannon, Superintendent/President
Recommended by:	Henry D. Shannon, Superintendent/President

**OFFICIAL PROCEEDINGS  
OF THE GOVERNING BOARD  
CHAFFEY COMMUNITY COLLEGE DISTRICT**

A regular meeting of the Chaffey Community College District Governing Board was held on Thursday, January 25, 2018, in the boardroom of the Marie Kane Center for Student Services/Administration. Board President Brugger called the meeting to order at 2:00 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt, Ms. Roberts, Ms. Contreras (Student Trustee)

Members absent: None

**CLOSED SESSION**

The public is given an opportunity to address the Governing Board regarding the posted closed session agenda.

Kim Noseworthy, classified employee, addressed the Board regarding CSEA negotiations. Ms. Noseworthy stated that she believes an inequity exists because the Board confers exclusively with its negotiators and does not include CSEA in closed session. She stated that negotiations should be a discussion aimed at reaching an agreement, but felt that the District's latest offer did not consider the rising consumer price index and the increase to minimum wage. Rather, she felt that the latest offer of 3%-3%-3% indicates that the College does not value its classified employees.

President Brugger asked that all speakers limit their comments to three minutes. She thanked Ms. Noseworthy for her comments.

The Board convened in closed session at 2:04 p.m. Closed session was adjourned at 3:18 p.m.

**STUDY SESSION**

A study session commenced on the following topic:

Behavioral Intervention Team (BIT) Overview

Board President Brugger introduced Dr. Eric Bishop, vice president of student services. Dr. Bishop shared that the psychological health of our students is one of the key components of student services in developing the whole student. In that respect, he explained that the District has a Behavioral Intervention Team (BIT) to protect our students. He explained that Chris

Brunelle, dean of student life, had to leave campus for an emergency, and introduced Professor Nicole Barbari and Veronica Rios, administrative assistant in the office of student life, to present on behalf of the BIT Team. Professor Barbari and Ms. Rios presented on: the vision and mission of BIT; roles and responsibilities of BIT (identify, assess, prevent and respond); identifying students in distress; annual case reports; and connecting students to support, campus safety, and well-being resources on campus. Professor Barbari explained that faculty generally do not have the training that mental health counselors use, and therefore, should refer students to experts in this field. She explained that the BIT Team is there for prevention. It was reported that there has been an increase in annual case reports of 85%, and that there have been 83 cases reported this fall. Every case is taken to the committee to strategize, and the committee has representation from campus police, counseling and DPS. BIT training has helped faculty and staff to recognize mental health issues on campus and in the classroom. Ms. Rios pointed out that there has been a 20% increase in faculty members reporting concerns for safety of themselves or others.

Trustee Ovitt asked if the number of cases reported at Chaffey is in line with other colleges. Professor Barbari responded that there has been an increase in mental health issues at other colleges as well, and that Chaffey College has been asked to attend conferences to describe Chaffey's processes. Dr. Bishop further explained that the only option in the past was discipline for these students.

Ms. McLeod commented that she believes that mental health issues have always been there, but now police officers and the public at large are more aware of it through the media. She stated that she doesn't think it has grown exponentially, but that because we are more aware of it, it looks like a bigger problem.

Mr. McDougal asked two questions: 1) how do they measure success, and 2) what does a typical case consist of? Professor Barbari responded that through the Advocate system, all cases are documented and they will be able to more accurately assess effectiveness as they follow up on cases. Before the use of the Advocate system, BIT had no way of measuring effectiveness except through anecdotal experiences from students and faculty. Students are allowed eight visits to a mental health professional in Student Health Services at the College. She discussed the process for students with suicidal ideation and that reporting is mandatory for the student's safety.

Ms. Roberts asked if there is a process in place for students who continually report they have been a victim, such as what has been reported in the media lately. Ms. Barbari responded that BIT is a repository for these cases and that they try to get help for everyone. Dr. Bishop further explained that Title IX cases that BIT receives, such as harassment based on gender, are referred to him as



the Title IX Compliance Officer for the College. These cases are investigated and the ultimate goal is to ensure that students can continue with their educational process.

Faculty Senate President Ardon Alger mentioned that the BIT Team attends the new faculty orientation every semester for training purposes.

President Brugger asked about future goals of the BIT Team. Professor Barbari responded that the team wants to allow for student reporting, such as a “See something, say something” type of campaign. She explained that BIT is a voluntary committee that faculty participate in because they care about the students. She did not want to speak on behalf of the chair, Chris Brunelle, however.

Mr. Ovitt asked about prevention and mentioned the suicide of a former Upland High School student who played football at Washington State University. Ms. Barbari responded that the key to prevention is to recognize and respond and that faculty have received training in this regard. Faculty need to create an environment where the students feel safe and comfortable and confident to share personal information, know the resources to refer students to, spot patterns in students, and notice when something is off. Dr. Bishop explained that the College is working on partnerships with the County of San Bernardino Department of Behavioral Health to expand resources and to recognize the onset of mental illness which is generally at the traditional college age of 18-22.

Dr. Shannon praised the BIT Team for the work they are doing. Dr. Shannon commented on the student from Upland High School who committed suicide while attending Washington State University. He stated that there were probably signs or behavioral changes that this student exhibited that no one picked up on. Ms. Barbari told an anecdotal story of a former student who reached out to her on Facebook because he was feeling depressed and suicidal, and that he thought of her to reach out to because she had created a safe environment for him in the classroom.

Ms. Brugger commented that she always felt safe with her teachers because they were so caring.

### REGULAR SESSION

The regular session reconvened at 3:53 p.m., and Trustee Gloria Negrete McLeod led the Pledge of Allegiance to the Flag.

### PUBLIC COMMENTS

Neil Watkins, instructor, discussed courage among classified staff and DACA students. He stated that courage is an important part of democracy. He

suggested that the College needs to take a stand for undocumented students and their relatives. He further stated that immigration status is not a pre-condition for enrollment. Finally, he asked for support for a Dreamers Resource Center.

Myra Ramirez, student, asked for an update on a Dreamers Resource Center. She explained that a lot of the students have grown tired mentally and have experienced a decrease in their grades because they have something more important to fight for. She commented that she likes that the campus looks so nice and that a shaded area for the students is being created, but that's not the resource she needs right now. She said that the students are tired of asking for the same thing over and over.

Nayeli Flores, student, expressed her thanks for the Washington, D.C. trip, and the opportunity to fight for her dreams. She also shared a personal story about her dad walking into the DMV. She has been here since she was 8 years old and is now 29 and that every four years she and her parents have had to worry about what was going to happen with their immigration status. She commented that the students here are in pain and under stress – not just the Dreamers and undocumented students - but the Muslim and Salvadorian students who have a year to figure out what they're going to do. She asked for the Board's institutional as well as their individual support here and outside.

Sarah Schmidt, classified employee, stated that she utilized her personal vacation time to be able to speak today and asked the Board to take on the mission of equity for all of the District's constituents. She said that equity includes both the equitable treatment of students and easier and equitable access to Board meetings. She further explained that classified staff are educated, talented and passionate, and that she loves the students and the community of Fontana. She said that it concerns her when she hears stories of Chaffey staff struggling to keep up financially with the increasing cost of living in Southern California, and that she would like to continue doing the work she loves. She stated that she worries about her ability to support herself and her daughter and that if the District continues to understaff and devalue classified staff, they will find talent difficult to recruit and retain. She urged the Board to do what is right, what is honorable, and what is equitable.

Kim Noseworthy, classified employee, expressed concern that at the November Governing Board meeting, someone was lying about the status of negotiations and the salary study. She stated her belief that it was proven to the Board that the District's team was undeniably using K-12 salary information. She stated that the District's last proposal was a slap in the face for classified staff and sends a message that classified staff are undervalued and underappreciated. She then compared salary increases the classified employees have received since 2010 to the changes in the consumer price index and increases to minimum wage.

Angie Horton, retired classified employee, addressed the Board regarding raises for classified staff. She voiced concern that staff are treated with little regard for their contributions. She gave an example of a condolence email from Dr. Shannon regarding the passing of a part-time classified employee. She posed the question of whether the employee was treated equitably because he received no benefits during his part-time employment at the College. She then offered her belief that during the recession, classified employees received no additional compensation while some administrators and confidential employees who took on additional duties received stipends.

Gary Carman, classified employee, expressed his concerns regarding classified contract negotiations. He stated his belief that the District's final offer would not keep employees current with the rate of inflation. He stated that increased enrollment has caused increased workload which he believes should be recognized and rewarded. He said that the District's offer will lower the standard of living for employees. He urged the Board to direct their agents to withdraw their last, best and final offer and to continue to negotiate.

Monica Han, CSEA president, expressed concern about the hardships faced as a result of the District's approach to running lean. She stated that she believes running lean means a minimum wage contract, an overworked and understaffed work force, and an employee group that continues to run behind in the economy. She stated that the College also prides itself on serving vulnerable, low-income, targeted students. She stated that some of the classified employees are the parents of these students. She then stated that the District's last, best and final offer will not address the day-to-day concerns of classified employees. She concluded by stating that CSEA is willing to negotiate but the Board's agents shut the door on them. She stated that if the Board does not take action, then impasse would start tomorrow.

Vice President McLeod asked how many classified employees earn minimum wage. Lisa Bailey responded that none of Chaffey's classified employees earn minimum wage.

#### COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Contreras thanked everyone for their assistance during the transition to Chaffey College Student Government. She showed examples of the new CCSG swag.

Ms. Contreras shared that CCSG: held their retreat in December and that they have a lot of great surprises in store for students this semester; awarded 500 book grants this semester; held an Independent Scholars event with giveaways for students; and gave out 487 giveaways during Club Rush.

Ms. Contreras further announced that for the first time ever, CCSG has opened the National Advocacy Conference application for club leaders to apply for. She also stated that CCSG has increased the number of scholarships they are awarding this spring from 150 to 300 to make sure more students are reached.

Student Trustee Contreras also stated that during their voter registration drives at the Chino, Fontana and Rancho campuses, 65 students registered to vote and over 20 students checked their registration statuses. CCSG is committed to making sure that students become civically engaged and prepared for the primary elections in June.

Trustee Ovitt highlighted that he participated in a roundtable on education with Assembly Member Rodriguez, who is also chairman on the committee of Cal PERS this year and that he was very interested in receiving our input in regards to pension funds and what future costs will be. He mentioned that representatives from Mt. SAC, Ontario-Montclair School District, Fontana School District, and the Chaffey Joint Union High School District were present. He said it was a very valuable session. He also reported on the annual *Miles for Montclair* event he and his wife Sue walked in on the Martin Luther King, Jr. holiday, which raises money for the approximately 400 homeless students of Montclair High School.

Mr. Ovitt's report also included the following events: Chaffey College Governing Board Holiday dinner, Ontario-Chaffey Community Show Band production meeting, Ontario-Chaffey Community Show Band concert, IE Leadership Academy meeting, Fitness America meeting with National CORE, Route 66 breakfast, Esperanza Scholarship Foundation Board meeting, Ontario-Chaffey Community Show Band Board meeting, Fitness America meeting with Ontario-Montclair School District, Promise Scholars Board meeting, Montclair High School versus Ontario High School basketball, Rancho Cucamonga High School building dedication, Children's Fund Strategic Planning meeting, Children's Fund Renaissance Scholars luncheon, IE Leadership Academy Board meeting, Ontario High School versus Colony High School basketball, Ontario Parks and Recreation Commission meeting, the Leaven Advisory Board meeting, Rancho Cucamonga versus Chino Hills girls' soccer, and Rancho Cucamonga versus Chino Hills basketball.

Trustee McDougal reported attending Compton College for a dedication event honoring his former coach from high school and college who had passed recently. He said it was a very moving and emotional event. He had the opportunity to speak to folks on campus about life in general and what we are doing at Chaffey College to prepare our students for life after college. While there, he attended a basketball game. He asked whether Chaffey College had played Compton College, and whether we had beaten them.

Mr. McDougal questioned the use of the word “equity” at the past few Board meetings in regards to labor relations, and said that it appears to have a number of different meanings. He explained that he believes the Board adheres to the policy of being equitable in its approach to labor relations, and that the policy states, fair, equitable and affordable. It appears from the speakers that may not be the case, at least in their minds. Therefore, he requested that the staff prepare a chart showing the comparable benchmark colleges and, if they have settled for 2017, show the percents they have settled for. He asked that five classifications be selected to survey and see where Chaffey is in percentile ranking. It is his understanding that CSEA members at Chaffey are, for the most part, at the 75 or 80 percentile, and under any definition, this is equitable, in his opinion, although to some other folks, this is not equitable. Mr. McDougal stated that he would like clarification on the meaning of equity, so that everyone can come to the same understanding of what equity is, and then we can decide if we are there. He asked that when choosing the five positions to be studied, to be sure to choose those that have more than one employee in that position that can be compared district to district to get an idea where Chaffey stands.

Trustee Roberts stated that since she has been out of the country for most of the month, her report is very short. She attended two Rotary meetings, two YMCA meetings, and one museum meeting.

Vice President Gloria Negrete McLeod mentioned she had intended to attend several events last month, but that she has been playing chauffeur to her husband because he injured his leg.

Ms. McLeod stated that it is troubling to her that it has been reported over and over by the speakers that classified staff are being bullied, devalued and are fearful of repercussions. She indicated that if, in fact, this is occurring, it is incumbent upon the employee to report any of these types of incidences. She further explained that the Board needs to see reports of management or other staff treating classified staff poorly, rather than just hearing anecdotal stories during public comments.

Trustee McDougal added that the managers have been taking a beating over the past few meetings, even though no specifics, facts, or evidence has been presented. He admonished that this needs to stop. If he receives evidence of inappropriate treatment, he will hold them accountable; otherwise he will defend the management against the accusations and insinuations of underhandedness being brought against them. He explained that the managers do not have luxury of going up to the podium to defend themselves. He would appreciate it if the Board were brought the facts, and then they would deal with them.

Board President Kathy Brugger announced that she attended the Fontana State of the City which began at 7:30 in the morning. She arrived at 6:30 a.m. to

allow for parking which gave her the opportunity to speak to community members about the College.

Ms. Brugger mentioned that she graduated from Chaffey College and was also once a single mother and that she and the other Board members have feelings about what is going on at Chaffey. She stated that when things are said at the podium, sometimes it hits the heart. She further stated that the Board is there to serve the students. She knows that it is not easy to stand up and address the Board, but they do listen.

## LEGISLATIVE UPDATE

Lorena Corona, manager of governmental relations, provided a report on legislation at the federal level, the latest news on the DREAM act, and legislation at the state level. She announced that the 2018 National Legislative Summit is scheduled for February 11, 2018 in Washington, D.C. and that community college trustees from all over the nation will decide on the 2018 legislative priorities. She discussed two by-partisan bills that would provide a direct road to U.S. citizenship for DACA recipients. She further stated that on January 10, the Governor introduced his 2018-2019 state budget.

Ms. Corona offered to track any bills of interest to the Board or to arrange meetings with legislators.

## PRESENTATIONS

There were no presentations at the January 25, 2018, meeting.

## FOUNDATION

Lisa Nashua, executive director of the Foundation and governmental relations, distributed an update regarding Foundation and alumni relations activities. Ms. Nashua asked the Board to save the date for the Alumni of the Year/Athletic Hall of Fame event to be held on Thursday, April 12. She announced that as part of the Endowment Challenge, the Foundation has received pledges from Dr. Loren Sanchez, Mary Caporale, and Dr. Henry Shannon. Also, Foundation Board Member Wayne Scaggs made a \$5,000 gift for scholarships.

Ms. Nashua also announced that the College received an estate gift bequeathed to the Foundation from former Chaffey College Governing Board member Barbara Cherback. Ms. Cherback retired from Chaffey as director of community services after 23 years of service before serving on the Board.

Ms. Nashua also asked the Board members to save the date for the annual golf tournament which will be held on Monday, June 25 at the Glendora Country Club. She thanked President Brugger for her continual support of the

golf tournament by sponsoring an all-women's staff foursome, and the Board's sponsorship of a tee sign.

## REPORTS

### CLOSED SESSION ACTIONS

Board Secretary Henry Shannon announced that the Board took action in closed personnel session this evening to approve the following by a unanimous (5:0) vote.

#### Employment of:

Cruz Rodriguez to the position of facility maintenance attendant, .475 FTE, 12 months, range 7, step A of the CSEA salary schedule, effective February 1, 2018..

Heather Blackmore to the one-semester temporary position of instructor, film studies/cinema, 1.0 FTE, effective January 4, 2018, through May 17, 2018, for the 2018 spring semester.

Abel Berdusco Arana to the position of program assistant, special populations and equity programs, 1.0 FTE, 12 months, range 13, step A of the CSEA salary schedule, effective February 1, 2018.

Ray Austin, III to the position of program assistant, special populations and equity programs, 1.0 FTE, 12 months, range 13, step A of the CSEA salary schedule, effective February 1, 2018.

Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers.

Ashley Harren to the temporary, unclassified, professional expert position of first assistant coach, women's swimming, effective February 1, 2018, through May 31, 2018, under the terms and conditions of the employment agreement.

Michael Lonsdale to the temporary, unclassified, professional expert position of second assistant coach, baseball, effective February 1, 2018, through May 31, 2018, under the terms and conditions of the employment agreement.

Utilization of volunteer services (This list has been made part of the minutes of this meeting.)

#### Appointment of:

Vicky Valle to the position of administrative assistant II, faculty success center/professional development, 1.0 FTE, 12 months, range 17, step F of the CSEA salary schedule, effective February 1, 2018.

Caleb Ulrich to the position of administrative assistant II, special populations and equity programs, 1.0 FTE, 12 months, range 17, step B of the CSEA salary schedule, effective February 1, 2018.

Isabel Bogue to the temporary, unclassified, professional expert position of manager, administrative application services, effective February 1, 2018, through June 30, 2018, under the terms and conditions of the employment agreement.

Vivinee Martinez to the position of transcript evaluator, 1.0 FTE, 12 months, range 22, step H of the CSEA salary schedule, effective February 1, 2018.

The Governing Board approved the request for a paid leave of absence for Monica Han, administrative assistant II, for the period of February 5, 2018, through May 25, 2018.

The Governing Board authorized the District to enter into a settlement agreement in connection with the resignation of a classified employee with identification number 3158.

## MONITORING

The following reports were submitted to the Governing Board for their information:

## 2016–2017 Audit Report

Lisa Bailey introduced Patrick Cabildo, internal auditor. Mr. Cabildo thanked the budgeting and accounting staff for their efforts during the auditing process then introduced Engagement Partner Bill Rauch, a representative from Vavrinek, Trine, Day & Co., LLP, the independent auditing firm for the District, to provide information regarding the 2016–2017 Audit Report. Mr. Rauch reviewed the Summary of Auditor’s Results found on page 95 of the financial audit document. He stated that he does not take credit for any of the information in the audit report, except for his three opinions over the areas of: financial statements, federal awards and state awards. He explained that Chaffey Community College District was issued an unmodified opinion, which is the highest level of assurance, also known as a clean opinion, for financial statements, federal awards, and state awards, which means the District is in accordance with government auditing standards and generally accepted accounting principles. No material weaknesses or significant deficiencies were identified in any category and the District was in compliance with all laws and regulations. Mr. Rauch stated that this is important because accreditation agencies want to see that colleges receive unmodified opinions, and bond rating agencies also want to see an unmodified opinion.

Mr. McDougal asked about page 95, and how we arrived at the figure of \$986,898. Mr. Rauch responded that the number represents 3% of the College’s total federal dollars. This is the grant threshold amount that auditors are required to look at every three years.

President Shannon expressed his gratitude to Mr. Rauch, Patrick Cabildo, and to Lisa Bailey and her staff. He acknowledged that the auditing process is not an easy task with a lot of work involved. He asked Mr. Rauch how long the auditors are here, and he responded that the auditing firm sends three to four people for a three to four week period during the year. Dr. Shannon commented that when he is on accreditation visits, he sees places that have the pages of findings and recommendations and questioned costs filled up with issues.

Mr. McDougal mentioned that he read the audit from cover to cover and that it was very well done. He had a question on page 49 regarding CalSTRS and CalPERS and how Chaffey compares to other community college districts. Mr. Rauch responded that this liability has jumped nearly \$20 million dollars – from \$75.5 million in the prior year to \$95.2 million - as of June 30, 2017. He explained that the District cannot really control this number as it is based on estimates and actuarial assumptions, but that College can be mindful and budget for increases in the PERS and STRS rates. For example, STRS has stated that they would raise their rates from 10% to 21% in next 10 years. In regards to how Chaffey College compares to other colleges, Mr. Rauch explained that it is based on the number of employees but that for other community colleges of Chaffey’s size, the number is comparable.



## Budget Monitoring Report

### Integrated Basic Skills/Student Success and Support/Student Equity Plan

#### INFORMATIONAL

The Governing Board received the 2018–2019 budget development calendars for their information.

#### CONSENT AGENDA

A motion was made by Mr. Ovitt, seconded by Mr. McDougal, to approve the consent agenda as presented.

Yeas: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,  
Ms. Roberts, Ms. Contreras (advisory)  
Nays: None

Through this action, the following were approved (Approval of Minutes, December 14, 2017 through Strong Workforce Program Participation Agreement 2017/20-17B).

#### GOVERNANCE PROCESS

The minutes of the December 14, 2017, regular board meeting were approved as presented.

The Governing Board changed the date of the March board meeting to Thursday, March 29, 2018.

#### ACADEMIC AFFAIRS

The Governing Board approved the 2018-19 academic calendar.

The Governing Board approved an updated version of the Chaffey College Child Development Center Parent Handbook, with updated state guidelines and regulations for the new fiscal year 2017/2018.

The Governing Board approved one new course, six course modifications, four distance education courses, one course deactivation, and one program of study modification for the *Chaffey College 2018-2019 Catalog*.

#### BUSINESS/FISCAL AFFAIRS

The Governing Board approved the contract between Desert Community College District and Chaffey College for the HWI Mini Grant in the amount of \$10,000 for the period of January 5, 2018 through May 31, 2018.

The Governing Board approved the nonresident tuition fee of \$258 per semester unit with a capital outlay fee of \$10.

The Governing Board accepted the receipt and approved the distribution of the amount not to exceed \$6,000, contingent upon teachers' evaluation from the California Department of Education for AB 212, Round 14 stipends for eligible Child Development Center teachers for the 2017-2018 fiscal year.

The Governing Board approved the budget increase of \$784,506 to the 2017-2018 restricted general fund budget for the district's Credit and Non-Credit Student Support and Success (SSSP) and Disability Programs & Services (DPS) allocations.

The Governing Board approved the Agreement No. CP-126-17-E Career Catalyst Program between Foundation for California Community Colleges and Chaffey College for the period of November 15, 2017 through June 30, 2018.

The Governing Board adopted Resolution 12518, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution. (This resolution has been made part of the minutes of this meeting).

The Governing Board approved the Budget Transfer Board Report for the period of October 1, 2017 through December 31, 2017.

The Governing Board approved the Quarterly Financial Status Report for the period ending December 31, 2017.

The Governing Board approved the Participation Agreement No. 2017/20-17-B Strong Workforce Program between Riverside Community College District and Chaffey Community College in the amount of \$583,491 for the period of January 1, 2018 through December 31, 2019.

ACTION AGENDA  
BUSINESS/FISCAL AFFAIRS

The contract, purchase order, and warrant lists were ratified on the motion of Gloria Negrete McLeod, second of Lee McDougal. (These lists have been made part of the minutes of this meeting.)

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,  
Ms. Roberts, Ms. Contreras (advisory)  
Nays: None

## CEO/STAFF REPORTS

Dr. Shannon provided a copy of his report which included: Assembly member Freddie Rodriguez's Fifth Annual School Roundtable, 2018 Spring Flex Program, annual Board study session, 2019 Aspen Prize for Community College Excellence, 2018 Fontana State of the City, and highlights from budgeting and fiscal services and student services. Dr. Shannon thanked those who were involved in the Spring 2018 FLEX program, including Dr. Rufus Gasper, the keynote speaker, who is the president for the League of Innovation. Dr. Shannon stated that his PowerPoint presentation, as well as Dr. Gasper's presentation, are available for anyone who wants to see them. Dr. Shannon also mentioned that the College has a phone interview scheduled for next week with Josh Wyner, vice president for the ASPEN 2019 competition.

Ms. McLeod mentioned that she was three weeks late for the FLEX program. She showed up yesterday mistakenly rather than on January 4.

Faculty Senate President Ardon Alger highlighted faculty members John Machado, art history professor; Shannon Jesse, biology professor; Morgan Cole, math professor; Sheila Malone, theatre arts professor; Don Schroeder, broadcasting and cinema professor; Abel Chen and Thierry Bruselle, business administration professors; Richard May III, adjunct communication studies professor; Alyse Emdur, adjunct photography professor; Ken Koenigshofer, retired tenured/adjunct psychology professor; Deanna Hernandez, assistant professor of English; and Shelley Marcus, reference librarian.

On behalf of Classified Senate President Anita Fletcher, Hope Ell, executive assistant, highlighted classified employees Danielle Graham, Elisa Lewis, Zach Batista, and Michael O'Bannon.

CSEA President Monica Han presented that latest addition of CSEA Focus magazine in which Chaffey College is featured on the cover. She reported that CSEA held a voter registration drive which was very successful and will continue throughout the semester. She stated that she was glad to hear Mr. McDougal ask for a salary survey. Ms. Han stated that CSEA had actually presented a salary survey to the Board that represented the largest employee groups at this College. She said that the College has 95 classifications and over 300 employees at Chaffey College. She said that the classification survey that the District conducted included classifications with few employees which were not representative of the group and were outliers. An example of this is transcript evaluator and accounting technician II. She stated that this is one of the reasons for the difficulty they are having at the table.

Ms. Han said she would love to discuss specifics with one or two of the Board members to share some examples. She gave an example of running lean based on feedback from the classified prioritization process regarding custodial

service at the Chino campus. Ms. Han stated that they have brought proof to the Board about what was used during negotiations, but she does not know what has happened with it, or if it has changed the dynamics of negotiations. She stated that the commitment of CSEA is for improved employee/employer relations. She gave an example of being discouraged and devalued by stating that during the Tuesday, January 16 negotiations session, CSEA continued to bring evidence to justify their proposal. However, she stated that she was interrupted by a District agent who stated, "We've heard this all before." She said that at the negotiating table, she believes that they don't respect each other enough to let each other present their proposals. She stated that they have provided evidence and data but they don't have access to the Board. She stated she would like to set up a meeting time with the Board after today's meeting as she is not sure that the Board is getting the full story.

Ms. McLeod responded that Board members do not meet with the negotiating teams since CSEA is negotiating with the District, and the Board should not insert themselves. She stated that if after negotiations they would like to meet, that would be fine. Ms. Han responded that she would like to meet to discuss concerns outside of negotiations and was responding to the appeal to bring evidence to the Board, but that she will follow the format that the Board prefers.

Trustee McDougal responded that he appreciates what Ms. Han is saying, but that he agrees with Trustee McLeod in that it is inappropriate to meet during the negotiation process. He responded that there is a Dialogue with the Board session scheduled for February 5, which would be the appropriate venue to address the Board, until after negotiations. Ms. Han mentioned that the Dialogue sessions are a step in the right direction, but when management is present, she feels it changes the dynamic. She explained that it takes a very special classified employee to be able to speak up in that dynamic where that meeting is management-heavy.

President Brugger commented that an agenda for the meeting is prepared in advance and she believes that everyone has an opportunity to look at the agenda ahead of time, and to contact those who put the agenda together.

Ms. Brugger also stated that she will allow Angie Horton, who filled out another request to address the Board, after the staff reports are given, even though this request is out of the ordinary. Normally, public comments are given during the Public Comments portion of the agenda, at the beginning of the Board meeting.

Monica Han stated that she understands the limitations of meeting with the Board during the negotiations process, and that she hopes the Board will take to heart the comments that they've heard.

CCFA President Jonathan Ausubel addressed the Board regarding a \$100 million online community college proposal by Governor Brown. He stated that he found it interesting that Chancellor Oakley's office released a memo almost concurrently with the Governor's budget regarding the online community college proposal in which he mentions that he had consulted with many groups regarding the proposal, and the first group he lists is organized labor. Mr. Ausubel stated that "organized labor" does not refer to the California Teachers' Association, Community Colleges Association, California Faculty Association, or the Faculty Association of California Community Colleges, so he's not sure which groups Chancellor Oakley is referring to, but that they were not educators. He expressed the wide concern about the online community college being a duplication of efforts already being provided. He suggested to better serve the student population that this proposal addresses, parsing out the \$100 million to community colleges to improve their own marketing and services would be more effective. He stated that faculty and management have suspicions about this proposal and see it as a grab from outside interests.

President Brugger responded that this proposal could be devastating to community colleges. Mr. McDougal asked if this would be worthy of a study session. President Shannon stated that we have been vocal in opposing this proposal although the initiative is moving forward in the Chancellor's Office.

CDC has no report.

President Brugger called on Angie Horton to address the Board. Ms. Horton responded to Mr. McDougal's view on meeting with classified staff during negotiations. She stated that back when Mr. McDougal was running for re-election and CSEA had met with the candidates, CSEA had requested a one-on-one meeting with one or two of the Governing Board members. She stated that CSEA had expected they would receive that same courtesy as the Board gave to faculty by meeting with them periodically over lunch or whatever to hear their concerns.

Ms. Horton gave her definition of equitable. She further stated that she would like classified to be treated the same as every other group on campus, and she is trying to express to the Board that they are not. Ms. McLeod mentioned that based on that definition our mission statement is repetitious.

Ms. Roberts commented that the Board members are retired and are here because they care about the College and the classified employees. She stated that she originally had no intention of getting into education, but that Faculty Senate approached her and asked her to run for a seat on the Board. She did so at her own expense, three times. She has done so because she cares about the College.

Mr. McDougal commented that to his recollection, he has never declined an invitation to meet with any union members in his 20+ years on the Board. He has even hosted the groups at his home. He stated that if anyone wants to have a discussion with him, his number is public. He stated that the Dialogue sessions were purposefully designed to solve issues by sitting down at the table to come up with a solution. He explained that the reason that management are present is so that the Board can include them in discussions about issues brought up without having to go back and forth. He prefers to have everyone involved and present in the room. He stated that he is not aware of any employee being retaliated against for expressing their view, opinion, or presenting a problem. He urged those who have a problem to come forward so it can be addressed. He further stated that there are processes in place to report harassment or bullying. Mr. McDougal shared that they are here to help and to listen.

President Brugger called on Monica Han who stated that when she was first elected CSEA President in January 2017, she sent an invitation asking to meet with the Board so she could get to know them and they could get to know her. She asked if Chaffey email was the best way to contact the Board. Trustee McLeod stated that she has trouble accessing her Chaffey email and therefore does not use it, and Mr. McDougal stated that he uses his personal email address which is posted on the website.

Dr. Shannon reminded Ms. Han, and everyone in the room, that if three or more Board members meet at the same time, that constitutes a meeting and the Brown Act must be followed. Ms. Han asked if she could contact the President's Office for contact information for the Board. Dr. Shannon said that would be fine, and Mr. McDougal reiterated that he would only meet after negotiations. President Brugger commented that this Board will not discuss negotiations. Ms. Han commented that she respects that.

#### BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

President Brugger reminded everyone to fill out a request to address the Board during the Public Comments portion of the Board meeting. The reason for this is so that the Recording Secretary has a record of who spoke. She thanked everyone for their comments.

Ms. Brugger announced that the February Board meeting will be held at the Rancho Campus, the March Board meeting will be held in Fontana, and the April Board meeting will be held at the Chino Campus.

#### ADJOURNMENT

The meeting was adjourned at 5:33 p.m.

The next regular meeting of the Chaffey Community College District  
Governing Board will be Thursday, February 22, 2018.

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President

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Clerk

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

February 22, 2018  
Board Meeting Date

**TOPIC**      BIENNIAL ELECTION OF GOVERNING BOARD MEMBERS

Communication No.    IV.F.1.c

SUPPORTS BOARD POLICY

**Board Policy 2100 Governing Board Elections** – Except as otherwise provided, the regular elections for the Governing Board shall be held biennially on the first Tuesday after the first Monday in June of each even-numbered year to fill the offices of those members whose terms expire on the first Friday in July succeeding the election.

PROPOSAL

To approve a resolution ordering a school election for governing board members whose terms expire July 6, 2018.

BACKGROUND

The county superintendent has informed the District of requirements for the biennial election of governing board members to be held on Tuesday, June 5, 2018. The Board is required to approve an election order and specifications of the election order.

BUDGET IMPLICATIONS

Chaffey College is billed for its share of the election costs based on the number of registered voters, board member candidates, other agencies holding elections, and ballot initiatives.

*Funding Source* – Unrestricted general fund

*Status of Funds* – An estimate of \$650,000 is included in the 2017-18 adopted budget.

*Future Implications* - None

RECOMMENDATION

It is recommended that the board, by the attached resolution, approve the Order of Election and Specifications of the Election Order for the election of governing board members to be held June 5, 2018.

Submitted by:	Henry D. Shannon, Superintendent/President
Recommended by:	Henry D. Shannon, Superintendent/President



**ORDER OF ELECTION  
and  
SPECIFICATIONS OF THE ELECTION ORDER**

**CHAFFEY COMMUNITY COLLEGE DISTRICT OF  
SAN BERNARDINO COUNTY, CALIFORNIA**

**RESOLUTION ORDERING SCHOOL DISTRICT ELECTION FOR  
GOVERNING BOARD MEMBERS WHOSE TERMS EXPIRE JULY 6, 2018**

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, June 5, 2018

Purpose: Election of one (1) Governing Board Member, Area 1  
and one (1) Governing Board Member, Area 2

Polls will open at 7:00 a.m. and close at 8:00 p.m.

I, GARY C. OVITT, Clerk/Secretary of the Governing Board of the Chaffey 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 REGULAR meeting thereof held at its regular place of meeting on JANUARY 25, 2018.

Dated: 1/25/18

  
Clerk/Secretary

Submit one (1) copy to the San Bernardino County Elections office  
Submit one (1) copy to the County Superintendent of Schools  
Retain one (1) copy for your files

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

February 22, 2018  
Board Meeting Date

TOPIC     **CURRICULUM**    

Communication No.   IV.F.2.a

SUPPORTS BOARD POLICY

**Board Policy 4020 Program, Curriculum, and Course Development** – The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. To that end, the Superintendent/President shall establish procedures for the development and review of all curricular offerings, including their establishment, modification, or discontinuance.

PROPOSAL

To approve 17 new courses, 38 course modifications, 18 distance education courses, one course reactivation, nine course deactivations, one new program of study, 15 program of study modifications, and one program of study deactivation for the *Chaffey College 2018-2019 Catalog*, as recommended by the Faculty Senate, the college Curriculum Committee, and the Associate Superintendent of Instruction and Institutional Effectiveness.

BACKGROUND

AB 1725 and Section 53200(c) of Title 5 define the role of the Faculty Senate in assuming primary responsibility for making recommendations in the areas of curriculum and academic standards. The Curriculum Committee reviewed the attached new courses, course modifications, distance education courses, course reactivation, course deactivations, new program of study, program of study modifications, and program of study deactivation. The new courses, course modifications, distance education courses, course reactivation, course deactivations, new program of study, program of study modifications, and program of study deactivation include those not currently in the college curriculum. As a result of deliberations, the college Curriculum Committee, the Faculty Senate, and the Associate Superintendent of Instruction and Institutional Effectiveness are recommending 17 new courses, 38 course modifications, 18 distance education courses, one course reactivation, nine course deactivations, one new program of study, 15 program of study modifications, and one program of study deactivation for approval by the Governing Board.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended the Governing Board approve 17 new courses, 38 course modifications, 18 distance education courses, one course reactivation, nine course deactivations, one new program of study, 15 program of study modifications, and one program of study deactivation for the *Chaffey College 2018-2019 Catalog*.

Prepared by:	<u>Marie Boyd, Curriculum Chairperson</u>
Submitted by:	<u>Meridith Randall, Associate Superintendent, Instruction and Institutional Effectiveness</u>
Recommended by:	<u>Henry D. Shannon, Superintendent/President</u>

**Curriculum  
2017-2018**

**New Courses**

	<b>Discipline</b>	<b>Course ID</b>	<b>TOP Code</b>	<b>Title</b>	<b>Units</b>
1.	Business and Office Technologies	BUSOT-410	0614.50	MS Publisher Comprehensive	3
2.	Dance	DANCE-12	1008.00	Introduction to Dance	3
3.	Dance	DANCE-450	1008.00	Student Choreography for Performance	0.75
4.	English	ENGL-495	1501.00	College Reading and Writing	4
5.	English	ENGL-73	1503.00	LGBT Literature	3
6.	Gerontology	GERO-455	1309.00	Resources and Services for Older Adults	3
7.	Industrial Electrical Technology	IET-414	0934.40	Advanced Programmable Logic Controllers	3
8.	Kinesiology: Activity	KINACT-26	0835.10	Beginning Pilates Matwork	1
9.	Kinesiology: Activity	KINACT-32	0835.10	Beginning Jiu-Jitsu	1
10.	Kinesiology: Team	KINTM-2A	0835.50	Volleyball Team Activity, Women	0.5
11.	Kinesiology: Team	KINTM-60	0835.50	Volleyball Strength and Conditioning for Athletes	1
12.	Kinesiology: Team	KINTM-60A	0835.50	Volleyball Strength and Conditioning for Athletes	0.5
13.	Kinesiology: Team	KINTM-66	0835.50	Baseball Strength and Conditioning for Athletes	1
14.	Mathematics	MATH-420B	1701.00	Bridge to STEM+ from Intermediate Algebra	1
15.	Mathematics	MATH-642	1702.00	Skill Building for Math 420	0
16.	Mathematics	MATH-645	1702.00	Skill Building for Math 450	0
17.	Pharmacy Technician	PHARMT-481	1221.00	Clinical Externship Seminar	1

**Courses – Modifications**

	<b>Discipline</b>	<b>Course ID</b>	<b>TOP Code</b>	<b>Title</b>	<b>Units</b>
1.	Automotive Technology	AUTOTEC-416	0948.00	Basic Automotive Air Conditioning Systems	2
2.	Automotive Technology	AUTOTEC-423	0948.00	Engine Management Systems and Drivability	4
3.	Automotive Technology	AUTOTEC-427	0948.00	Engine Operation and Service	5
4.	Automotive Technology	AUTOTEC-430	0948.00	Engine Rebuilding - Upper Engine	5
5.	Automotive Technology	AUTOTEC-431	0948.00	Engine Rebuilding - Lower Engine	5
6.	Automotive Technology	AUTOTEC-435	0948.00	High Performance Engine Rebuilding and Blueprinting	5
7.	Automotive Technology	AUTOTEC-443	0948.00	Engine and Emission Control Training Level 1	4
8.	Biology	BIOL-61	0401.00	Introduction to Cell and Molecular Biology	5
9.	Business and Office Technologies	BUSOT-64	0514.00	Microsoft Office Access-Comprehensive	3
10.	Computer Information Systems: Programming	CISCO-420	0708.00	Cisco Internetworking X	4
11.	Criminal Justice	CJ-3	2105.00	Criminal Court Process	3

12.	Criminal Justice	CJ-412	2105.10	Writing for Criminal Justice Professionals	3
13.	Criminal Justice	CJ-52	2105.00	Control and Supervision of Inmates	3
14.	Communication Studies	COMSTD-78	1506.00	Family Communication	3
15.	Communication Studies	COMSTD-8	1506.00	Fundamentals of Speech Communication	3
16.	Emergency Medical Technician	EMT-405	1250.00	Emergency Medical Responder	3
17.	English	ENGL-1A	1501.00	Composition	3
18.	Fashion Design and Merchandising	FASHM-11	1303.20	Fashion Retail Merchandising and Management	3
19.	Gerontology	GERO-462	1309.00	Activity Coordinator Training	4
20.	Gerontology	GERO-463	1309.00	Social Work Designee/Assistant Training	3
21.	Industrial Electrical Technology	IET-401A	0934.40	Industrial Electrical Technology Core	2.5
22.	Kinesiology: Lecture	KINLEC-18	0835.00	Introduction to Kinesiology	3
23.	Kinesiology: Lecture	KINLEC-19	1228.00	Practical Applications in Athletic Training I	2
24.	Kinesiology: Lecture	KINLEC-21	1228.00	Practical Applications in Athletic Training II	2
25.	Kinesiology: Lecture	KINLEC-22	1228.00	Practical Applications in Athletic Training III	2.5
26.	Kinesiology: Lecture	KINLEC-24	0835.00	Biomechanics	3
27.	Kinesiology: Lecture	KINLEC-32	0835.10	Outdoor Adventures	2
28.	Mathematics	MATH-25	1701.00	College Algebra	4
29.	Mathematics	MATH-4	1701.00	Mathematical Concepts for Elementary School Teachers	4
30.	Mathematics	MATH-401	1701.00	Mathematics for Health Science	1
31.	Mathematics	MATH-417	1701.00	Statway I	5
32.	Pharmacy Technician	PHARMT-482	1221.00	Clinical Externship	4.5
33.	Photography	PHOTO-438	1012.00	Photography for Media Portfolio	4
34.	Photography	PHOTO-7	1012.00	Introduction to Digital Photography	4
35.	Photography	PHOTO-9	1012.00	Digital Imaging	4
36.	Spanish	SPAN-8	1105.00	Survey of Hispanic Literature: 1700 - Present	3
37.	Statistics	STAT-10	1701.00	Elementary Statistics	4
38.	Theatre	THEATRE-40	1006.00	Stage Costuming	3

**Courses – Reactivations**

	<b>Discipline</b>	<b>Course ID</b>	<b>TOP Code</b>	<b>Title</b>	<b>Units</b>
1.	Mathematics	MATH-420	1701.00	Essentials of Intermediate Algebra	4

**Courses – Deactivations**

	<b>Discipline</b>	<b>Course ID</b>	<b>TOP Code</b>	<b>Title</b>	<b>Units</b>
1.	Business and Office Technologies	BUSOT-410A	0614.50	Microsoft Office Publisher - Specialist	1.5
2.	Business and Office Technologies	BUSOT-410B	0614.50	Microsoft Office Publisher - Expert	1.5
3.	Business and Office Technologies	BUSOT-64A	0514.00	Microsoft Office Access - Specialist	1.5
4.	Business and Office Technologies	BUSOT-64B	0514.00	Microsoft Office Access - Expert	1.5

	Office Technologies				
5.	Computer Information Systems: Hardware and Support	CISHDSP-401	0708.20	Microcomputer Hardware	3
6.	Computer Information Systems: Hardware and Support	CISHDSP-405	0708.20	A+ Certification Preparation	1.5
7.	Computer Information Systems: Programming	CISPROG-403	0707.10	Advanced Visual Basic Programming	3
8.	Gerontology	GERO-405	1309.00	Resources and Services for Older Adults	2
9.	Kinesiology: Activity	KINACT-28	0835.10	Yoga	1

### Courses – Distance Education

	Discipline	Course ID	TOP Code	Title	Units
1.	Business and Office Technologies	BUSOT-410	0614.50	MS Publisher Comprehensive	3
2.	Criminal Justice	CJ-3	2105.00	Criminal Court Process	3
3.	Criminal Justice	CJ-412	2105.10	Writing for Criminal Justice Professionals	3
4.	Criminal Justice	CJ-52	2105.00	Control and Supervision of Inmates	3
5.	Communication Studies	COMSTD-78	1506.00	Family Communication	3
6.	Communication Studies	COMSTD-8	1506.00	Fundamentals of Speech Communication	3
7.	English	ENGL-1A	1501.00	Composition	3
8.	English	ENGL-495	1501.00	College Reading and Writing	4
9.	English	ENGL-73	1503.00	LGBT Literature	3
10.	Gerontology	GERO-455	1309.00	Resources and Services for Older Adults	3
11.	Gerontology	GERO-462	1309.00	Activity Coordinator Training	4
12.	Gerontology	GERO-463	1309.00	Social Work Designee/Assistant Training	3
13.	Industrial Electrical Technology	IET-414	0934.40	Advanced Programmable Logic Controllers	3
14.	Mathematics	MATH-420	1701.00	Essentials of Intermediate Algebra	4
15.	Mathematics	MATH-420B	1701.00	Bridge to STEM+ from Intermediate Algebra	1
16.	Mathematics	MATH-642	1702.00	Skill Building for Math 420	0
17.	Mathematics	MATH-645	1702.00	Skill Building for Math 450	0
18.	Spanish	SPAN-8	1105.00	Survey of Hispanic Literature: 1700 - Present	3

### Programs of Study –New Programs

	Program of Study	AA/AS/C	TOP Code	Title	Units
1.	Computer Information Systems	Certificate of Achievement	0702.00	Social Media Technician	24.5

### Programs of Study –Modifications

1.					
2.	Business and Office Technologies	Certificate of Achievement	0514.00	Business Information Worker (BIW) Stage Two	22.5
3.	Gerontology	Certificate of	1309.00	Community Caregiver	15

		Career Preparation			
4.	Business and Office Technologies	Certificate of Career Preparation	0708.20	Computer Support Technician (A+ Certification Preparation)	15
5.	Dance	A.A.	1008.00	Dance	18.75-26
6.	Gerontology	A.S.	1309.00	Gerontology	24-25
7.	Gerontology	Certificate of Achievement	1309.00	Gerontology	24-25
8.	Industrial Electrical Technology	A.S.	0934.40	Industrial Electrical Technology	39
9.	Business and Office Technologies	Certificate of Career Preparation	0514.00	Microsoft Excel	15-16
10.	Business and Office Technologies	Certificate of Achievement	0514.00	Microsoft Office	25.5
11.	Kinesiology	A.A.	0835.00	Physical Education	19
12.	Business and Office Technologies	Certificate of Achievement	0514.00	Professional Administrative Assistant	37.5
13.	Business and Office Technologies	A.S.	0514.00	Professional Administrative Assistant	37.5
14.	Business and Office Technologies	A.S.	0514.40	Professional Office Management	34.5
15.	Business and Office Technologies	Certificate of Achievement	0514.40	Professional Office Management	34.5

**Programs of Study –Program Deactivations**

	<b>Program of Study</b>	<b>AA/AS/C</b>	<b>TOP Code</b>	<b>Title</b>	<b>Units</b>
1.	Business and Office Technologies	Certificate of Career Preparation	0514.00	Microsoft Office Specialist	15

February 2018 Curriculum Board Report

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

February 22, 2018  
Board Meeting Date

TOPIC 2017-2018 HIGHER AIMS IMPROVEMENT NETWORK GRANT

Communication No. IV.F.3.a

SUPPORTS BOARD POLICY

**Board Policy 3280 Grants** – The Governing Board shall be informed about all grant awards received by the District. The Superintendent/President shall establish procedures to assure the timely application and processing of grant proposal applications and awards, and that the grants that are submitted directly support the purposes of the District.

PROPOSAL

To approve the contract between Carnegie Foundation for the Advancement of Teaching, WestEd and Chaffey College for the Higher Aims Improvement Network Grant in the amount of \$25,000 for the period of September 28, 2017 through June 30, 2020.

BACKGROUND

This agreement transfers Chaffey’s existing Memorandum of Agreement, dated July 1, 2017, from the Carnegie Foundation to WestEd once the transition of the Carnegie Math Pathways program is complete.

As a member of the Carnegie Pathways Network Improvement Community (NIC) Chaffey agrees to perform activities described in the Statement of Work and receive the Carnegie Pathways Contribution as full participants in Statway Mathematics Pathway, including professional development and preparation for improving and implementing the Carnegie Pathways Instructional system as further set out in the Statement of Work. Chaffey will receive an initial fee of \$25,000 upon signing and an annual fee of \$5,000 by or before July 1 of each subsequent year (through June 30, 2020). This contribution will support the costs of initial enrollment (e.g., faculty, administrative, and institutional onboarding) as well as the ongoing development and continuous improvement of resources and operations provided by the Carnegie Pathways Networked Improvement Community.

BUDGET IMPLICATIONS

*Funding Source* – Carnegie Foundation for the Advancement of Teaching.

*Status of Funds* – Funds of \$25,000 will be added to the 2017-2018 restricted general fund budget as indicated below:

48xxx	Income	<u>\$25,000</u>
54xxx	Supplies	\$10,000
55xxx	Other Services	<u>15,000</u>
	Total	<u>\$25,000</u>

*Future Implications* – \$5,000 by or before July 1 of each subsequent year, through June 30, 2020.

RECOMMENDATION

To approve the contract between Carnegie Foundation for the Advancement of Teaching, WestEd and Chaffey College for the Higher Aims Improvement Network Grant in the amount of \$25,000 for the period of September 28, 2017 through June 30, 2020.

Prepared by:	<u>Meridith Randall, Associate Superintendent, Instruction and Institutional Effectiveness</u>
Submitted by:	<u>Jim Fillpot, Dean, Institutional Research, Policy and Grants</u>
Reviewed by:	<u>Lisa Bailey, Associate Superintendent, Business Services and Economic Development</u>
Recommended by:	<u>Henry D. Shannon, Superintendent/President</u>



# AGENDA ITEM

## Chaffey Community College District

### GOVERNING BOARD

February 22, 2018  
Board Meeting Date

TOPIC **2017-2018 UNIVERSITY OF CALIFORNIA, LOS ANGELES COST REIMBURSEMENT RESEARCH  
SUB-AWARD AGREEMENT**

Communication No. IV.F.3.b

SUPPORTS BOARD POLICY

**Board Policy 3280 (Grants)** – The Governing Board shall be informed about all grant awards received by the District. The Superintendent/President shall establish procedures to assure the timely application and processing of grant proposal applications and awards, and that the grants that are submitted directly support the purposes of the District.

PROPOSAL

To approve the Sub-award Agreement between Chaffey College and University of California, Los Angeles for the 2017-2018 year in the amount of \$44,731.

BACKGROUND

This sub-award agreement reflects year one of a three year grant cycle ending February 28, 2020. This project involves collaborative research among Chaffey College and cognitive science laboratories at University of California, Los Angeles and at Saint Joseph’s University in Philadelphia, PA. The project focuses on learning technology that integrates (1) principles of *perceptual learning* that accelerate learners’ abilities to recognize and discriminate key structures and relations in scientific and mathematical domains, and (2) *adaptive learning* algorithms that utilize real-time performance data and principles of learning and memory to improve the effectiveness and efficiency of training by tailoring the learning process to the individual. Project activities to be conducted at Chaffey College will focus on applied studies investigating the best ways to apply findings from laboratory and other studies of learning to accelerate progress and improve learning outcomes for students in developmental math courses.

BUDGET IMPLICATIONS

*Funding Source* – Source funding for this program is provided by the National Science Foundation, and administered by UCLA.

*Status of Funds* – The 2017-2018 restricted general fund budget will be increased as indicated below for this grant:

48xxx	Income	<u>\$ 44,731</u>
51xxx	Academic Salaries	\$ 12,225
52xxx	Classified Salaries	6,125
53xxx	Benefits	4,458
54xxx	Supplies	1,025
55xxx	Other Services	11,173
56xxx	Capital Outlay	<u>9,725</u>
Total		<u>\$ 44,731</u>

*Future Implications* – Funds have been allocated in the amount of \$24,635 for fiscal year 2018-19 and \$24,634 for fiscal year 2019-20.

RECOMMENDATION

It is recommended that the Governing Board approve the Sub-award Agreement between Chaffey College and University of California, Los Angeles for the 2017-2018 year in the amount of \$44,731.

2017-2018 UNIVERSITY OF CALIFORNIA, LOS ANGELES COST REIMBURSEMENT RESEARCH  
SUB-AWARD AGREEMENT  
February 22, 2018  
Page 2

Prepared by:	Robert Rundquist, Interim Dean, Kinesiology, Nutrition, and Athletics/Success Centers and Libraries
Submitted by:	Jim Fillpot, Dean, Institutional Research, Policy and Grants
Reviewed by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

February 22, 2018  
Board Meeting Date

TOPIC **AUTHORIZED SIGNATURE LIST**

Communication No. IV.F.3.c

SUPPORTS BOARD POLICY

**Board Policy 6150 Designation of Authorized Signatures** - The Governing Board, on recommendation of the Superintendent/President, approves a listing of designated employees whose signature is approved for essential District business for the fiscal year. Modified lists are submitted to the Governing Board as necessary.

PROPOSAL

To approve the revised district authorized signature list to be effective February 22, 2018. The changes include adding Susan Hardie, Director, Human Resources as an authorized signer for Contracts and adding Melanie Siddiqi, Vice President, Administrative Affairs as an authorized signer for Notices of Employment-Personnel Agreements.

BACKGROUND

The signature list specifying persons authorized to sign official district documents is approved by the Governing Board. The signature list reflects the appropriate changes.

BUDGET IMPLICATIONS

*Funding Source – N/A*

*Status of Funds – N/A*

*Future Implications – N/A*

RECOMMENDATION

It is recommended the Governing Board approve the revised district authorized signature list to be effective February 22, 2018.

Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

## DISTRICT AUTHORIZED SIGNATURE LIST

February 22, 2018

### DISTRICT OFFICIAL DOCUMENTS

Henry D. Shannon, Superintendent/President  
Meridith Randall, Associate Superintendent, Instruction and Institutional Effectiveness  
Lisa Bailey, Associate Superintendent, Business Services & Economic Development  
Melanie Siddiqi, Vice President, Administrative Affairs

### CONTRACTS

Henry D. Shannon, Superintendent/President  
Lisa Bailey, Associate Superintendent, Business Services & Economic Development  
Melanie Siddiqi, Vice President, Administrative Affairs  
Kimberly Erickson, Executive Director, Business Services  
Susan Hardie, Director, Human Resources and Risk Management  
Eva Ramirez, Interim Director, Purchasing Services

### PURCHASE ORDERS

Henry D. Shannon, Superintendent/President  
Lisa Bailey, Associate Superintendent, Business Services & Economic Development  
Kimberly Erickson, Executive Director, Business Services  
Eva Ramirez, Interim Director, Purchasing Services

### BOOKSTORE PURCHASE ORDERS

Henry D. Shannon, Superintendent/President  
Lisa Bailey, Associate Superintendent, Business Services & Economic Development  
Kimberly Erickson, Executive Director, Business Services

### AUDITOR-CONTROLLER SIGNATURE/FUND CUSTODIAN AUTHORIZATION

Lisa Bailey, Associate Superintendent, Business Services & Economic Development  
Kimberly Erickson, Executive Director, Business Services  
Laura Collins, Accountant  
Trisha Albertsen, Accountant

### NOTICES OF EMPLOYMENT-PERSONNEL AGREEMENTS

Henry D. Shannon, Superintendent/President  
Meridith Randall, Associate Superintendent, Instruction and Institutional Effectiveness  
Lisa Bailey, Associate Superintendent, Business Services & Economic Development  
Eric Bishop, Vice President, Student Services  
Melanie Siddiqi, Vice President, Administrative Affairs  
Susan Hardie, Director, Human Resources and Risk Management  
Alisha Serrano, Interim Director, Career Development (Student NOE)

### CHECKING ACCOUNTS

District

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Kimberly Erickson, Executive Director, Business Services

Bookstore

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

#### Cafeteria

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

#### Associated Student Body

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

#### Auxiliary Services

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

#### Chaffey College Chino Community Center

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

#### Chaffey College Revolving Cash Fund

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services

#### Clearing Account, Federal Student Grant Program

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services
- Laura Collins, Accountant

#### State of California Cal Grant, Chaffey College Federal Grant, Federal Grant Program-Pell Second Chance and Full-time Student Success Grant Programs

- Henry D. Shannon, Superintendent/President
- Lisa Bailey, Associate Superintendent, Business Services & Economic Development
- Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services
- Kimberly Erickson, Executive Director, Business Services
- Laura Collins, Accountant
- Trisha Albertsen, Accountant

#### MORGAN STANLEY SMITH BARNEY/PAYDEN & RYGEL

Henry D. Shannon, Superintendent/President

Lisa Bailey, Associate Superintendent, Business Services & Economic Development

Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services

Kimberly Erickson, Executive Director, Business Services

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

February 22, 2018  
Board Meeting Date

TOPIC REJECT CLAIM FOR DAMAGES

Communication No. IV.F.4.a

THIS ITEM SUPPORTS BOARD POLICY

**Board Policy 3810** – Any claims against the District for money or damages, which are not governed by any other statutes or regulations expressly relating thereto, shall be presented and acted upon in accordance with Title I, Division 3.6, Part 3, Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of the California Government Code.

PROPOSAL

To reject a claim for damages identified as claim number 1975873JS.

BACKGROUND

On February 22, 2018, the district received a claim for damages identified as claim number 1975873JS. The claim has been reviewed by Carl Warren and Co., insurance adjusters for the district, and it is recommended that the district reject the claim in accordance with Government Code, Section 913.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended the Governing Board reject the claim for damages identified as claim number 1975873JS.

Prepared by:	Susan Hardie, Director, Human Resources
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

**AGENDA ITEM**  
**Chaffey Community College District**  
**GOVERNING BOARD**

February 22, 2018  
Board Meeting Date

TOPIC     **CONTRACT, PURCHASE ORDER, AND WARRANT LISTS**

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Communication No.   IV.G.1.a

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SUPPORTS BOARD POLICY

**Board Policy 6310 Accounting** – Present to the Governing Board at a regular Governing Board meeting a list of all purchase orders and/or District warrants for Governing Board review and ratification.

PROPOSAL

To ratify the contract, purchase order, and warrant lists as presented.

BACKGROUND

The attached reports represent all contracts, purchase orders, and district warrants for the month of January 2018.

BUDGET IMPLICATIONS

*Funding Source* – All Funds

*Status of Funds* – Funding for these contracts, purchase orders, and warrants are included in the 2017-2018 adopted district budgets.

*Future Implications* – None

RECOMMENDATION

It is recommended the Governing Board ratify the attached contract, purchase order, and warrant lists.

Prepared by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry D. Shannon, Superintendent/President

## CONTRACT AND CHANGE ORDER LIST<sup>1</sup>

Contract Number	Vendor	City, State	Description of Service	Amount	Funding Source
2018CS411	4 Hire Education	Riverside, CA	For a not-to-exceed amount, to provide training of the industrial craft related materials as well as performance based testing related to field of expertise at the Industrial Technical Learning Center (InTech) in the following areas, but not limited to: advanced manufacturing, industrial electrical, industrial mechanical, HVAC, construction, pre-engineering, welding, mechatronics, machining and NCCER programs, for the period of January 1, 2018 through June 30, 2018, as approved by Economic Development. <sup>2</sup>	\$4,800.00	Restricted General Fund
2018CS405	Aaron Johnson	Fontana, CA	For a not-to-exceed amount, to operate shot clock, scoreboard, and maintain score book during Men's Basketball Chaffey College Tournament, for the period of January 3, 2018 through January 5, 2018, as approved by Kinesiology, Nutrition, and Athletics.	220.00	Auxiliary Services Fund
2018CS323	Amberwick Corporation	Long Beach, CA	Amendment 1 to increase the not-to-exceed amount for additional waste removal services, as approved by Facilities/Physical Plant.	1,380.00	Unrestricted General Fund
2018CS391	Anderson Business Coaching	Redlands, CA	For a not-to-exceed amount, to deliver training and provide associated client consultation to District's clients and community partners to train full-time workers in the following areas, but not limited to, business skills, commercial skills, computer skills, continuous improvement, health care, management skills, manufacturing skills, literacy skills and safety skills, for the period of November 30, 2017 through June 30, 2018, as approved by Economic Development. <sup>3</sup>	10,000.00	Restricted General Fund
2018CS349	Angelique Rogers	Highland, CA	For a not-to-exceed amount, to provide professional development instruction workshops for District CalWORKs students in the areas of, but not limited to, business, time management, and communication, for the period of November 27, 2017 through June 30, 2018, as approved by CalWORKs. <sup>4</sup>	4,000.00	Restricted General Fund

<sup>1</sup> Funding for all contracts and change orders on this list are included in the 2017-2018 adopted district budgets.

<sup>2</sup> Funded by Economic Development grant funds.

<sup>3</sup> Funded by Economic Development grant funds.

<sup>4</sup> Funded by CalWORKs budget.



<b>Contract Number</b>	<b>Vendor</b>	<b>City, State</b>	<b>Description of Service</b>	<b>Amount</b>	<b>Funding Source</b>
2018CS359	Angelique Rogers	Highland, CA	For a not-to-exceed amount, provide a conflict solution workshop for Classified Staff on October 6, 2017, as approved by Classified Success Network.	\$500.00	Unrestricted General Fund
2018CS395	Applied Learning Science, LLC	Pasadena, CA	For a not-to-exceed amount, to work with the Energy, Construction and Utilities (ECU) Sector Navigator to provide training guidance and oversight for enhancing the impact of HVAC programs statewide, for the period of December 15, 2017 through June 30, 2018, as approved by Economic Development. <sup>5</sup>	47,850.00	Restricted General Fund
2018CS319	Aqua Backflow and Chlorination, Inc.	Riverside, CA	For a not-to-exceed amount, to provide as-needed state mandated testing of water backflow devices at the Rancho Cucamonga, Chino, and Fontana Campuses, for the period of July 1, 2017 through June 30, 2018, as approved by Facilities/Physical Plant.	4,000.00	Unrestricted General Fund
2018CS310	Assessment Technologies Institute, LLC	Leawood, KS	To facilitate the development of the Associate Degree Nursing program's curriculum using C-MAP's standard curriculum, for the period of January 1, 2018 through December 31, 2018, as approved by Health Sciences.	29,500.00	Unrestricted General Fund
16P39	Borrego Solar Systems	San Diego, CA	Change Order 3 for an overall decrease to the not-to-exceed amount for the Solar Photovoltaic Project, which includes: a deductive change issued for (10) years of monitoring (District had requested a 20 year coverage option, but only a 10 year option is available); a deductive change for fiber conduit damage and repair; and increases for an unknown underground footer that was discovered at the Fontana site, to run conduit for blue phones and a communication box, for unforeseen underground conditions discovered during drilling, and for SCE IA pass through fees, as approved by Administrative Affairs.	(44,911.00)	Capital Projects Fund
2018CS287	BSN Sports, LLC	Corona, CA	For a not-to-exceed amount, to install netting in front of two dugout areas at the softball field located at the Rancho Cucamonga Campus, for the period of November 8, 2017 through March 1, 2018, as approved by Facilities/Physical Plant.	2,412.79	Unrestricted General Fund

<sup>5</sup> Funded by Economic Development grant funds.

<b>Contract Number</b>	<b>Vendor</b>	<b>City, State</b>	<b>Description of Service</b>	<b>Amount</b>	<b>Funding Source</b>
2018CS396	Canamac Productions	Highland, IL	For a not-to-exceed amount, to provide a theatrical performance titled "The Defamation Experience" at the Rancho Cucamonga Campus, on February 8, 2018, as approved by Special Populations and Equity. <sup>6</sup>	\$6,300.00	Restricted General Fund
2018CS354	Chris Severn Creative LLC	San Francisco, CA	Amendment 1 to extend the term end date to June 30, 2018 and to increase the not-to-exceed amount, for additional services to convert Catalog Access database to a user-friendly Tableau interface, as approved by Center of Excellence. <sup>7</sup>	4,500.00	Restricted General Fund
2018CS404	Christopher Huerta	Santa Fe Springs, CA	For a not-to-exceed amount, provide statistics for basketball events, for the period of January 3, 2018 through January 5, 2018, as approved by Kinesiology, Nutrition, and Athletics.	600.00	Auxiliary Services Fund
2018CS369	Chula Vista Electric Co.	Santee, CA	For a not-to-exceed amount, to install a portable generator at the Science Complex to be used during power outages related to the cutover for the Solar Photovoltaic Project at the Rancho Cucamonga Campus, for the period of December 15, 2017 through June 30, 2018, as approved by Facilities/Physical Plant.	41,255.00	Capital Projects Fund
2018CS370	Chula Vista Electric Co.	Santee, CA	For a not-to-exceed amount, to replace defective cap trip device and repair the racking motor on the main circuit breaker of the service entrance switchgear at the Rancho Cucamonga Campus, for the period of December 1, 2017 through June 30, 2018, as approved by Facilities/Physical Plant.	28,387.00	Capital Projects Fund
2018CS332	Cindra Smith	Gold River, CA	For a not-to-exceed amount, to provide consulting services and follow-up for the Governing Board Retreat, for the period of December 11, 2017 through July 1, 2018, as approved by the Office of the Superintendent/President.	2,200.00	Unrestricted General Fund
2018CS327	Concentra Medical Centers	Rancho Cucamonga, CA	To provide as-needed health services, which include, but are not limited to fitness for duty exams, vaccinations, and tests for faculty and/or staff, for the period of September 1, 2017 through June 30, 2018, as approved by Human Resources.	500.00	Unrestricted General Fund

<sup>6</sup> Funded by Student Equity budget.

<sup>7</sup> Funded by Center of Excellence grant funds.

Contract Number	Vendor	City, State	Description of Service	Amount	Funding Source
2018CS385	Dante Dorton	Pomona, CA	For a not-to-exceed amount assist with operation of shot clock, scoreboard, and to maintain scorebook during Men's Basketball Chaffey College Tournament on December 13, 2017, as approved by Kinesiology, Nutrition, and Athletics.	\$20.00	Auxiliary Services Fund
2018CS421	Dante Dorton	Pomona, CA	For a not-to-exceed amount, operate shot clock, scoreboard, and maintain scorebook during the Chaffey Challenge, for the period of January 3, 2018 through January 5, 2018, as approved by Kinesiology, Nutrition, and Athletics.	220.00	Auxiliary Services Fund
2018CS384	Demontray Hankins	Rancho Cucamonga, CA	For a not-to-exceed amount, provide keynote address for a foster youth student event on January 24, 2018, as approved by Special Populations and Equity. <sup>8</sup>	2,500.00	Restricted General Fund
2018CS188	Duane J. Tkatch	Fontana, CA	Amendment 1 to extend the term end date to June 30, 2018 and to increase the not-to-exceed amount for additional photography services, as approved by Marketing and Public Relations.	4,500.00	Unrestricted General Fund
2018CS412	EMSI	Moscow, Idaho	To provide an economic impact study for the College, for the period of January 23, 2018 through June 30, 2018, as approved by Institutional Research and Resource Development.	13,000.00	Unrestricted General Fund
2018CS420	Erik Lewis	Fontana, CA	For a not-to-exceed amount, to operate shot clock, scoreboard, and maintain score book during the Men's Basketball Chaffey College Tournament, for the period of January 3, 2018 through January 5, 2018, as approved by Kinesiology, Nutrition, and Athletics.	220.00	Auxiliary Services Fund
17P26	Floor Technology Group	Orange, CA	Amendment 1 to extend the term end date to August 15, 2017 for carpet installation work at the Chino Information Technology Center, as approved by Facilities Development.	No Cost Impact	Unrestricted General Fund
2018CS430	Foundation for California Community Colleges	Sacramento, CA	For a not-to-exceed amount, to provide assistance in developing a Work-Based Learning Plan and to provide access and technical support to implement Career Experience Suite tools, for the period of October 1, 2017 through June 30, 2019, as approved by Economic Development. <sup>9</sup>	20,000.00	Restricted General Fund
2018CS203	Immaculata Studios, LLC	Columbia Falls, MT	Amendment 2 to increase the not-to-exceed amount for digital creative services, as approved by Marketing and Public Relations.	19,750.00	Unrestricted General Fund

<sup>8</sup> Funded by Student Equity budget.

<sup>9</sup> Funded by Economic Development grant funds.

Contract Number	Vendor	City, State	Description of Service	Amount	Funding Source
2018CS373	Immaculata Studios, LLC	Columbia Falls, MT	For a not-to-exceed amount, to produce and deliver video footage for the Summer Research Program, for the period of October 2, 2017 through March 1, 2018, as approved by Math and Science. <sup>10</sup>	\$7,000.00	Restricted General Fund
2018CS406	Jalen January	Rancho Cucamonga, CA	For a not-to-exceed amount, operate shot clock, scoreboard, and maintain scorebook during the Chaffey Challenge, for the period of January 3, 2018 through January 5, 2018, as approved by Kinesiology, Nutrition, and Athletics.	220.00	Auxiliary Services Fund
2018CS51	Jennifer A. Ingalls	San Bernardino, CA	Amendment 1 to increase the not-to-exceed amount, for additional sign language interpreting services, as approved by Disability Programs and Services. <sup>11</sup>	7,000.00	Restricted General Fund
2018CS325	Lauren McSherry Consulting	Corvallis, CA	Amendment 1 to extend the term end date to June 30, 2018 and to increase the not-to-exceed amount for additional writing, editing, and research assistance, as approved by Center of Excellence. <sup>12</sup>	2,000.00	Restricted General Fund
2018CS422	LV Integrators	North Hills, CA	For a not-to-exceed amount, to install fiber cable to relocate blue phones at the Fontana Campus, for the period of February 1, 2018 through February 28, 2018, as approved by Technical Services.	1,975.00	Capital Projects Fund
2018CS271	Morning Investigations	Redlands, CA	Amendment 1 to increase the not-to-exceed amount for additional pre-employment investigation services, as approved by Human Resources.	1,105.00	Unrestricted General Fund
2018CS267	Nicole Miller & Associates, Inc.	San Clemente, CA	Amendment 1 to increase the not-to-exceed amount for additional investigation services, as approved by Human Resources.	50,000.00	Unrestricted General Fund
2018CS109	Otis Elevator Co.	Rancho Cucamonga, CA	For a not-to-exceed amount, to provide elevator maintenance service for elevators located at the Rancho Cucamonga, Chino and Fontana Campuses, for the period of July 1, 2017 through June 30, 2018, as approved by Facilities/Physical Plant.	9,720.00	Unrestricted General Fund
2018CS413	Pacific Parking Systems, Inc.	Irvine, CA	For a not-to-exceed amount, to inspect and maintain parking pay stations at the Rancho Cucamonga, Chino and Fontana Campuses, for the period of January 31, 2018 through January 30, 2019, as approved by Campus Police. <sup>13</sup>	11,000.00	Restricted General Fund

<sup>10</sup> Funded by Title III, STEM grant funds.

<sup>11</sup> Funded by Disability Programs and Services (DPS) budget.

<sup>12</sup> Funded by Center of Excellence grant funds.

<sup>13</sup> Funded by restricted Parking budget.

<b>Contract Number</b>	<b>Vendor</b>	<b>City, State</b>	<b>Description of Service</b>	<b>Amount</b>	<b>Funding Source</b>
2018PW390	Painting and Décor, Inc.	Orange, CA	For a not-to-exceed amount, prepare, sand, and apply teak oil to existing wood doors at Chino Community Center, for the period of January 8, 2018 through February 12, 2018, as approved by Facilities Development.	\$7,370.00	Unrestricted General Fund
2018CS232	ProLine Gym Floors	Coto de Caza, CA	For a not-to-exceed amount, scrub, touch up, and apply finish to gymnasium floors at the Sicosky Gymnasium and Sports Center located at Chaffey College Rancho Cucamonga Campus, for the period of December 1, 2017 through January 31, 2018, as approved by Facilities/Physical Plant.	10,350.00	Unrestricted General Fund
2018CS358	Puretec Industrial Water	Oxnard, CA	For a not-to-exceed amount, for monthly rental of water softener tanks at the Chino Campus, including weekly exchange services and as-needed maintenance and repairs, for the period of July 1, 2017 through June 30, 2018, as approved by Facilities/Physical Plant.	4,377.72	Unrestricted General Fund
2018CS342	Puretec Industrial Water	Oxnard, CA	For a not-to-exceed amount, for monthly rental of water softener tanks at the Central Plant, including weekly exchange services and as-needed maintenance and repairs, for the period of July 1, 2017 through June 30, 2018, as approved by Facilities/Physical Plant.	18,688.44	Scheduled Maintenance Fund
2018CS351	Quark Communications, Inc.	Cardiff, CA	For a not-to-exceed amount, to provide service to the building automation system at Wargin Hall at the Rancho Cucamonga Campus, for the period of November 1, 2017 through March 31, 2018, as approved by Facilities/Physical Plant.	2,160.00	Schedule Maintenance Fund
2018CS407	Quiel Bros Electric Co., Inc	San Bernardino, CA	For a not-to-exceed amount, to provide repairs to the front entrance electronic marquee sign at the Rancho Cucamonga Campus, for the period of January 8, 2018 through June 30, 2018, as approved by Marketing and Public Relations.	2,077.00	Unrestricted General Fund
2018CS393	Ramon Lerma	Rialto, CA	For a not-to-exceed amount, to maintain scorebook and operate shot clock and scoreboard during the Men's Basketball Chaffey College Tournament on December 13, 2017, as approved by Kinesiology, Nutrition, and Athletics.	20.00	Auxiliary Services Fund

<b>Contract Number</b>	<b>Vendor</b>	<b>City, State</b>	<b>Description of Service</b>	<b>Amount</b>	<b>Funding Source</b>
2018CS362	Richard Gulizia	Colton, CA	For a not-to-exceed amount, to deliver training to business clients and community partners at the Industrial Technical Learning Center (InTech) train their full-time workers in the following areas, but not limited to, advanced manufacturing, industrial electrical, industrial mechanical, HVAC, construction, pre-engineering, welding, mechatronics, machining and NCCER programs, for the period of November 20, 2017 through June 30, 2018, as approved by Economic Development. <sup>14</sup>	\$8,125.00	Restricted General Fund
2018CS174	Sherry King	Laguna Niguel, CA	For a not-to-exceed amount, to provide as-needed crisis counseling services, for the period of July 1, 2017 through July 1, 2018, as approved by Human Resources.	750.00	Unrestricted General Fund
16C320	Siemens Industry, CA	Cypress, CA	Year 2 of a 3-year agreement to provide maintenance services for building automation, fire, and security systems at the Rancho Cucamonga, Fontana, and Chino Campuses, as approved by Facilities/Physical Plant.	48,050.00	Scheduled Maintenance Fund
2018PW233	Smith-Emery Laboratories	Los Angeles, CA	Amendment 1 to incorporate payment retention language for special testing inspection services for the Measure L Build Out Projects, as approved by Business Services and Economic Development.	No Cost Impact	Measure L Fund
2018CS302	Southern California Occupational Health Services	San Bernardino, CA	For a not-to-exceed amount, to provide as-needed pre-employment functional capacity testing, for the period of July 1, 2017 through June 30, 2018, as approved by Human Resources.	300.00	Unrestricted General Fund
2018CS386	Terrell Glover	Victorville, CA	For a not-to-exceed amount, maintain scorebook and operate shot clock and scoreboard during the Men's Basketball Chaffey College Tournament on December 13, 2017, as approved by Kinesiology, Nutrition, and Athletics.	20.00	Auxiliary Services Fund
2018CS120	Thomas Burciaga	Alta Loma, CA	Amendment 1 to increase the not-to-exceed amount for additional services to identify job opportunities with the primary objective to achieve the job placement goals of the InTech Learning Center, as approved by Economic Development. <sup>15</sup>	18,000.00	Restricted General Fund

<sup>14</sup> Funded by Economic Development grant funds.

<sup>15</sup> Funded by Economic Development grant funds.

Contract Number	Vendor	City, State	Description of Service	Amount	Funding Source
2018CS394	Tiffany Smith	Rancho Cucamonga, CA	For a not-to-exceed amount, to complete illustrations for the BLOOM/Equity Poster Campaign project, for the period of December 15, 2017 through March 15, 2018, as approved by Special Populations and Equity. <sup>16</sup>	\$1,200.00	Restricted General Fund
2018CS403	Total Compensation Systems, Inc.	Westlake Village, CA	For a not-to-exceed amount, to provide consulting services to comply with the requirements of current GASB accounting standards related to retiree health benefits, for the period of February 1, 2018 through October 31, 2018, as approved by Budgeting and Fiscal Services.	4,000.00	Unrestricted General Fund
2018CS399	Visions, Inc.	Dorchester, MA	For a not-to-exceed amount, to provide multicultural consulting services for staff and faculty of the District, for the period of February 23, 2018 through March 23, 2018, as approved by Human Resources. <sup>17</sup>	25,000.00	Restricted General Fund
2018CS308	Vortex Industries Inc.	Irvine, CA	For a not-to-exceed amount, to repair doors at the Center for the Arts Rooms CAA-210 and CAA-203 on the Rancho Cucamonga Campus, for the period of December 1, 2017 through February 28, 2018, as approved by Facilities/Physical Plant.	2,455.00	Unrestricted General Fund
2018CS309	Vortex Industries Inc.	Irvine, CA	For a not-to-exceed amount, to repair three roll-up doors at the Central Plant on the Rancho Cucamonga Campus, for the period of December 1, 2017 through March 1, 2018, as approved by Facilities/Physical Plant.	3,051.28	Unrestricted General Fund

**List reflects contracts entered into and change orders to existing contracts through January 2018.**<sup>18</sup>

<sup>16</sup> Funded by Student Equity budget.

<sup>17</sup> Funded by Staff Diversity funds.

<sup>18</sup> Funding for all contracts and change orders on this list are included in the 2017-2018 adopted district budgets.

# CHAFFEY COMMUNITY COLLEGE

## WARRANT REGISTER REPORT

*FOR THE MONTH OF JANUARY*

**GENERAL FUNDS ( 10 )**

PAYROLL	6,514,688.40	
COMMERCIAL	4,556,298.94	
<b>TOTAL FUND ( 10 )</b>		11,070,987.34

**SCHEDULED MAINTENANCE FUND ( 42 )** 21,054.08

**BUILDING FUND (40)** 531,495.05

**EARLY RETIREMENT FUND ( 61 )** 1,608.00

**VACATION LIABILITY (69)** -

**CAPITAL OUTLAY PROJECT FUND ( 41 )** 1,059,843.58

**CHILD DEVELOPMENT FUND ( 33 )**

PAYROLL	71,852.65	
COMMERCIAL	110,573.44	
<b>TOTAL FUND ( 33 )</b>		182,426.09

**TOTAL ALL FUNDS** **\$ 12,867,414.14**

**PAYROLL WARRANT/ADVICE NUMBERS**

123498-123638                      375285-377208

**COMMERCIAL WARRANT NUMBERS**

1011714-1011848                      1697841-1698726

**PURCHASE ORDER NUMBERS**

BPO's	13250-13252		\$	2,250.00
PO's	49047-49200		\$	433,279.29