



AGENDA
MEETINGS OF THE GOVERNING BOARD
CHAFFEY COMMUNITY COLLEGE DISTRICT
Thursday, March 21, 2019
Board Room, Marie Kane
Center for Student Services/Administration

- I. **REGULAR SESSION**
 - A. CALL TO ORDER (2:00 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. Economic Development and Contract Education Report
 2. Strong Workforce 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. Career Technical Education Monitoring Report
 - b. Economic Development and Contract Education Monitoring Report
 - c. Strong Workforce Monitoring Report
 3. Informational
 - E. CONSENT AGENDA
 1. Governance Process
 - a. 2019-2020 Board Meeting Dates
 - b. Approval of Minutes, February 28, 2019
 - c. Board Policies for Adoption
 - d. California Community College Trustees Board of Directors Election – 2019
 2. Academic Affairs
 - a. Curriculum

E. CONSENT AGENDA (CONTINUED)

3. Business/Fiscal Affairs
 - a. Approval to Designate Gaumard Scientific Company, Inc., as a Single Source Vendor for a Sole Source Procurement
 - b. Disposal of District Property: Electronic Equipment and Miscellaneous Materials
 - c. Fee Schedule Updates
4. Human Resources
 - a. Confidential Professional Development/Evaluation Personnel Plan Revision
 - b. Management Personnel Plan/Employment Contract
 - c. Reject Claim for Damages

F. ACTION AGENDA

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

G. 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)

H. BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

V. **ADJOURNMENT**

The next regular meeting of the Governing Board will be Thursday, April 25, 2019.

Complete agenda may be viewed at [www.chaffey.edu/governing board](http://www.chaffey.edu/governing%20board)

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

(Information)

March 21, 2019

Board Meeting Date

TOPIC **CAREER TECHNICAL EDUCATION MONITORING REPORT**

Communication No. IV.D.2.a

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 ensure 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. 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

CAREER TECHNICAL EDUCATION MONITORING REPORT

March 21, 2019

Page 2

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 on track to exceed 10 percent by the end of this school year.
- The number of CTE partnerships has reduced from 409 to 406.

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

2017-18	SUCCESS RATE	RETENTION RATE
CTE Courses	77.1%	92.6%
Non-CTE Courses	68.7%	90.1%

The number of degrees awarded in CTE programs increased by 18.00% from 2016-17, and the number of certificates awarded in CTE programs increase 46.4%.

YEAR	AS/AA DEGREES	CERTIFICATES	TOTAL
2017-18	1029	1423	2,452
2016-17	872	972	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 for the following core indicators (completions, persistence and transfer, non-traditional participation, and non-traditional completion).

CORE INDICATOR	NEGOTIATED LEVEL	CHAFFEY COLLEGE PERFORMANCE
Skill Attainment	91.00	89.92
Completions	82.07	85.09
Persistence and Transfer	87.55	90.11
Employment	68.00	79.67
Non- Traditional Participation	22.79	23.16
Non-Traditional Completions	25.03	26.66

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. Chaffey College representatives will continue 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. In response, we continue to work with the new partners, individually and in advisory meetings, to realign and grow our articulation agreements, and expect the numbers to continue to increase. 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
2017-18	198
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
2017-18	800
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 continue to be developed.
- Emphasis will continue to be given to activities and occupational programs that could help improve Chaffey's score on core indicators for skill attainment, 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:	Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness
Recommended by:	Henry D. Shannon, Superintendent/President

Chaffey College

Annual Monitoring Report

2017-2018

Career and Technical Education

February 25, 2019

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 2017-18 Highlights

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

- 101 Certificates
- 48 Degrees

436 CTE coded courses were offered

- 54.4% of the total number of courses offered

1,248 CTE coded sections were offered

- 25.6% of the total number of sections offered

14,239 students earned a grade on record (GOR) in one or more CTE coded courses

- 46.7% of the total number of students who earned a GOR
- 73.0% of CTE were economically disadvantaged

49 contract/regular and 239 adjunct faculty taught one or more CTE coded courses

- 31.4% of the college total contract/regular faculty
- 28.1% of the college total adjunct faculty

3,621.29 FTES were generated by CTE coded courses

- 22.1% of the total FTES generated by all courses

DEGREE AND CERTIFICATE PROGRAMS 17-18 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: Bookkeeping	E115	CCP
Accounting: Financial Planning	E116	CCP
Accounting: Paraprofessional	L006	CA
Accounting: Payroll and Income Tax Preparer	E117	CCP
Art/Digital Media: Computer Graphic Design for Print Media	A045	AA
Art/Digital Media: Computer Graphic Design for Print Media	T046	CA
Art/Digital Media: Design for Multimedia	A046	AA
Art/Digital Media: Design for Multimedia	T047	CA
Art/Digital Media: Web Design	A048	AA
Art/Digital Media: Web Design	T049	CA
Art/Visual Communication: Illustration	S045	AS
Automotive Technology: Automotive Electrical Systems	E445	CCP
Automotive Technology: Engine Performance (Smog Check) Technician	L448	CA
Automotive Technology: Engine Rebuilding	L449	CCP
Automotive Technology: General Automotive Service Technician	S056	AS
Automotive Technology: General Automotive Service Technician	L446	CA
Automotive Technology: High Performance Engines Building and Blueprinting	E110	CCP
Automotive Technology: Master Automotive Technician	S055	AS
Automotive Technology: Master Automotive Technician	T055	CA

PROGRAM	CODE	TYPE
Aviation Maintenance Technology: Airframe	S011	AS
Aviation Maintenance Technology: Airframe	L011	CA
Aviation Maintenance Technology: Powerplant	S012	AS
Aviation Maintenance Technology: Powerplant	L012	CA
Aviation Maintenance (Airframe and Powerplant)	F010	CA
Broadcasting and Cinema	S070	AS
Broadcasting and Cinema: Motion Picture Production	B001	CA
Broadcasting and Cinema: On-Air Radio Production	B005	CA
Broadcasting and Cinema: Post-Production Editing	B002	CA
Broadcasting and Cinema: Screenwriting	B003	CA
Broadcasting and Cinema: Television and Video Production	B004	CA
Business Administration for Transfer	S076	AS-T
Business: Facilities Management	S286	AS
Business: Facilities Management	L290	CA
Business: General Business	S075A	AS
Business: General Business	L075A	CA
Business: International Business	S080	AS
Business: International Business	L085	CA
Business: Management	S285	AS
Business: Management	L286	CA
Business: Marketing	L080	CCP
Business: Retail Management	S295	AS
Business: Retail Management	L295	CA

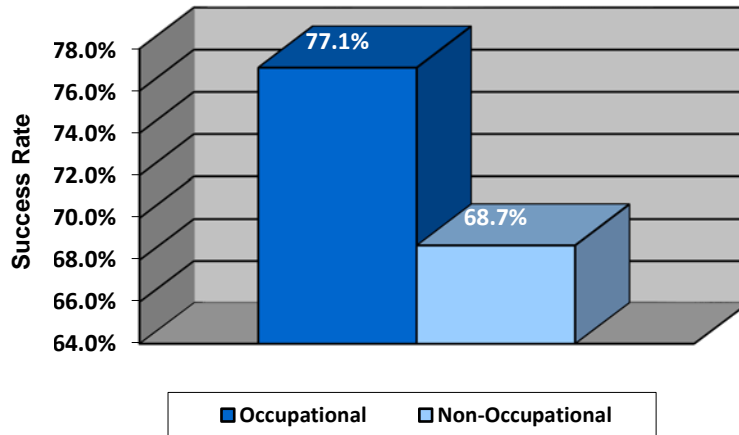
PROGRAM	CODE	TYPE
Business: Small Business Entrepreneur	S390	AS
Business: Small Business Entrepreneur	L391	CA
Business: Supervision	S410	AS
Business: Supervision	L411	CCP
Business: Supply Chain Management	S288	AS
Business: Supply Chain Management	L288	CA
Business: Paralegal Studies	L400	CA
Business and Office Technologies: Business Information Worker (BIW) Stage One	L357	CA
Business and Office Technologies: Business Information Worker (BIW) Stage Two	L358	CA
Business and Office Technologies: Electronic Health Records Specialist	E360	CCP
Business and Office Technologies: Medical Biller Specialist	L329	CCP
Business and Office Technologies: Microsoft Office	L354	CA
Business and Office Technologies: Microsoft Office Excel Applications	B006	CA
Business and Office Technologies: Microsoft Word	L352	CCP
Business and Office Technologies: Professional Administrative Assistant	S316	AS
Business and Office Technologies: Professional Administrative Assistant	L325	CA
Business and Office Technologies: Professional Office Management	S321	AS
Business and Office Technologies: Professional Office Management	L321	CA
Business and Office Technologies: Professional Office Skills	L314	CA
Child Development	S090	AS
Child Development: Early Childhood Education for Transfer	S091	AS-T
Computer Information Systems	S100	AS
Computer Information Systems	L100	CA
Computer Information Systems: Computer Foundations	E118	CCP
Computer Information Systems: Computer Game Development	E124	CCP
Computer Information Systems: Computer Support Technician (A+ Certification Prep)	L106	CCP
Computer Information Systems: Network Specialist	L475	CA
Computer Information Systems: Programming Foundations	E129	CCP
Computer Information Systems: Project Management	E127	CCP
Computer Information Systems: Web Development, Level One	L108	CCP
Computer Information Systems: Cisco CCNA Examination Preparation Level I	L451	CCP
Computer Information Systems: Cisco CCNA Examination Preparation Level II	L452	CCP
Computer Information Systems: Cisco CCNA Examination Preparation Level III	L453	CCP
Computer Information Systems: Cisco CCNA Examination Preparation Level IV	L454	CA
Computer Information Systems: Cisco CCNA Security Exam Preparation	B007	CA
Computer Information Systems: Cisco CCNP Examination Preparation Level V	L455	CA
Computer Information Systems: Cisco CCNP Examination Preparation Level VII	T457	CA
Computer Information Systems: Cisco CCNP Examination Preparation Level VIII	T458	CA
Computer Information Systems: Cisco CCNP Examination Preparation Level IX	T459	CA
Criminal Justice	L133	CA
Criminal Justice: Administration of Justice for Transfer	S133	AS-T
Criminal Justice: Correctional Science	S105	AS
Criminal Justice: Correctional Science	L105	CA
Criminal Justice: Homeland National Security	L134	CA
Criminal Justice: Leadership in Criminal Justice	L136	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

PROGRAM	CODE	TYPE
Drafting Technician: Architectural	L125	CA
Drafting Technician: Mechanical	S135	AS
Drafting Technician: Mechanical	L135	CA
Education Paraprofessional Level I	L013	CCP
Emergency Medical Provider	L233	CA
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
Fire Technology: Fire Prevention Inspector	L143	CA
Gerontology	S230	AS
Gerontology	L230	CA
Gerontology: Community Caregiver	L232	CCP
Hospitality Management: Food Service Management	S255	AS
Hospitality Management: 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
Music: Commercial	S305	AS
Nursing: Acute Care Technician	E236	CCP
Nursing: Associate Degree Nursing (A.D.N.)	S310	AS
Nursing: Associate Degree Nursing (V.N. to R.N.)	S312	AS
Nursing: Home Health Aide	E235	CCP
Nursing: Nursing Assistant	E234	CCP
Nursing: Vocational (V.N.)	S315	AS
Nursing: Vocational (V.N.)	T315	CA
Nutrition and Dietetics for Transfer	S242	AS-T
Nutrition and Food	L241	CA
Pharmacy Technician	S322	AS
Pharmacy Technician	T322	CA
Photography	A340	AA
Photography: Still Photography	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

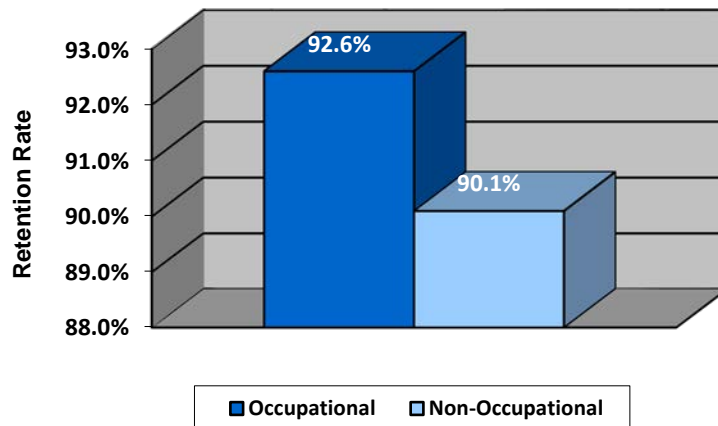
Success Rates

- In AY 2017-18, the overall success rate¹ for CTE courses was 77.1%
- The overall success rate for non-CTE courses was 68.7%



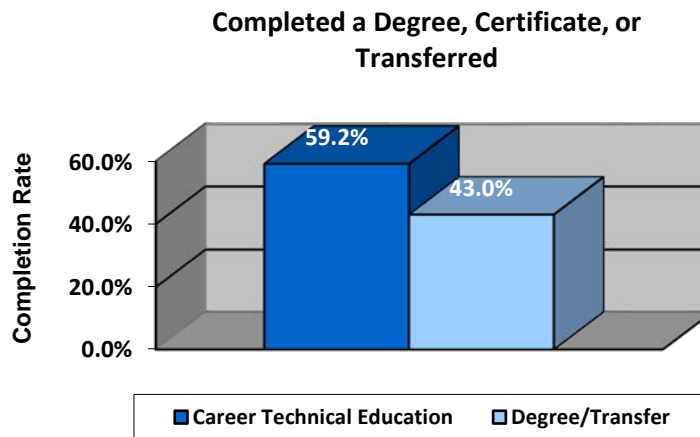
Retention Rates

- In AY 2017-18, the overall retention rate² for CTE courses was 92.6%
- The overall retention rate for non-CTE courses was 90.1%



Chancellor's Office Scorecard: Completion Rates

The percentage of Chaffey College students tracked for six years through 2016-17 (latest available data) who started for the first time in the 2011-2012 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 59.2%. The percentage of degree, certificate, and/or transfer-seeking students (not CTE specific) tracked for six years through 2016-17 who completed a degree, certificate, or transfer-related outcome was 43.0%.



¹ 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.

² 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.

AY 2017-18 CTE Course Success and Retention Rates by Department

<u>Department</u>	<u>Grade Earned on Record</u>	<u>Not Successful</u>	<u>Successful</u>	<u>Success Rate</u>	<u>Not Retained</u>	<u>Retained</u>	<u>Retention Rate</u>
Accounting	1661	488	1173	70.62	174	1487	89.52
Accounting and Financial Services	160	56	104	65.00	26	134	83.75
Administration of Justice	148	27	121	81.76	11	137	92.57
Aviation Maintenance Technology	584	39	545	93.32	4	580	99.32
Art	368	63	305	82.88	25	343	93.21
Automotive Technology	678	151	527	77.73	29	649	95.72
Broadcasting	260	42	218	83.85	19	241	92.69
Business	1609	453	1156	71.85	123	1486	92.36
Business Law	1203	297	906	75.31	94	1109	92.19
Business: Management	815	190	625	76.69	73	742	91.04
Business: Marketing	211	54	157	74.41	18	193	91.47
Business and Office Technologies	1718	353	1365	79.45	119	1599	93.07
Child Development and Education	2760	617	2143	77.64	184	2576	93.33
Cinema	3314	819	2495	75.29	221	3093	93.33
Computer Information Systems	2233	770	1463	65.52	202	2031	90.95
Computer Information Systems: CISCO Internetworking	351	23	328	93.45	13	338	96.30
Computer Information Systems: Game Design	114	28	86	75.44	6	108	94.74
Computer Information Systems: Hardware and Support	81	14	67	82.72	4	77	95.06
Computer Information Systems: Internet and Web Development	183	74	109	59.56	28	155	84.70
Computer Information Systems: Networking	90	8	82	91.11	0	90	100.00
Computer Information Systems: Programming	243	77	166	68.31	27	216	88.89
CJ	1504	424	1080	71.81	105	1399	93.02

¹ 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.

² 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.

Cooperative Education	16	3	13	81.25	0	16	100.00
Correctional Science	18	3	15	83.33	0	18	100.00
CUL	282	48	234	82.98	25	257	91.13
Dental Assisting	14	0	14	100.00	0	14	100.00
Drafting	160	47	113	70.63	17	143	89.38
Education	123	30	93	75.61	5	118	95.93
Engineering Technology	147	41	106	72.11	15	132	89.80
Emergency Medical Technician	346	133	213	61.56	45	301	86.99
Engineering	26	8	18	69.23	5	21	80.77
English as a Second Language	35	9	26	74.29	4	31	88.57
Fashion Design	381	92	289	75.85	35	346	90.81
Fashion Merchandising	147	27	120	81.63	17	130	88.44
Fire Technology	514	125	389	75.68	33	481	93.58
Gerontology	647	160	487	75.27	77	570	88.10
Homeland National Security	44	21	23	52.27	4	40	90.91
Hotel and Food Service Management	347	49	298	85.88	24	323	93.08
Interior Design	312	66	246	78.85	30	282	90.38
Industrial Electrical Technology	608	93	515	84.70	32	576	94.74
Industrial Electrical Technology: Electromechanical Technology	24	2	22	91.67	0	24	100.00
Journalism	94	20	74	78.72	7	87	92.55
Kinesiology: Lecture	55	12	43	78.18	7	48	87.27
Music	105	36	69	65.71	8	97	92.38
Nutrition and Food	958	248	710	74.11	70	888	92.69
Nursing A.D.N.	1170	128	1042	89.06	64	1106	94.53
Nursing Assistant	127	28	99	77.95	10	117	92.13
Nursing V.N.	946	47	899	95.03	14	932	98.52
Pharmacy Technician	247	7	240	97.17	6	241	97.57
Photography	771	188	583	75.62	99	672	87.16

¹ 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.

² 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.

Radiologic Technology	559	21	538	96.24	20	539	96.42
Real Estate	231	57	174	75.32	12	219	94.81
Theatre	192	34	158	82.29	16	176	91.67
Total	29,934	6,850	23,084	77.12	2,206	27,728	92.63

¹ 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.

² 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 2017-18 Highlights

1,029 degrees were awarded in CTE programs

- 27.19% of the total number of degrees awarded
- 18.00% increase over the number of degrees awarded in CTE programs in 2016-17

1,423 certificates were awarded in CTE programs

- 56.45% of the total number of certificates awarded
- 46.40% increase to the number of certificates awarded in CTE programs in 2016-17

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

CTE programs in which the most certificates were awarded: Computer Information Systems: CISCO Exam Preparation, Business and Office Technologies: Professional Office Skills, and Automotive Technology: General Automotive Service Technician, Industrial Electrical Technology Level I, Nursing: Vocational Nursing

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

<u>Program</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2017-18 Associate's Degrees Awarded</u>	<u>2016-17 Certificates Awarded</u>	<u>2017-18 Certificates Awarded</u>
Accounting	42	33	3	7
Accounting for Government/Not for Profit Organization	0	--	2	--
Accounting Paraprofessional	0	0	8	5
Accounting: Payroll & Income Tax Preparer	0	0	12	18
Accounting: Bookkeeping	0	0	6	9
Accounting: Financial Planning	0	0	3	3
Administration of Justice	3	1	9	4
Administration of Justice Transfer	73	103	0	0

Program	<u>2016-17 Associate's Degrees Awarded</u>	<u>2017-18 Associate's Degrees Awarded</u>	<u>2016-17 Certificates Awarded</u>	<u>2017-18 Certificates Awarded</u>
Art/Digital Media: Computer Graphic Design for Print Media	2	8	1	5
Art/Digital Media: Design for Multimedia	3	6	1	2
Art/Digital Media: Web Design	3	2	0	2
Art/Visual Communication: Illustration	2	1	1	0
Automotive Technology: Automotive Electrical Systems	0	0	1	6
Automotive Technology: Engine Performance (Smog Check) Technician	0	0	1	6
Automotive Technology: Engine Rebuilding	0	0	2	7
Automotive Technology: General Automotive Service Technician	8	14	32	48
Automotive Technology: High Performance Engine Building & Blueprinting	0	0	2	4
Automotive Technology: Master Automotive Technician	4	8	4	14
Aviation Maintenance (Airframe and Powerplant)	0	0	12	20
Aviation Maintenance Technology: Airframe	3	8	21	25
Aviation Maintenance Technology: Powerplant	4	6	19	22
Broadcasting & Cinema	16	23	4	0
Broadcasting/Cinema: Motion Picture Production	0	0	13	21
Broadcasting/Cinema: On-Air Radio Production	0	0	6	8
Broadcasting/Cinema: Post Production Editing	0	0	17	21
Broadcasting/Cinema: Screenwriting	0	0	23	25
Broadcasting/Cinema: Television & Video Production	0	0	16	21
Business Administration	6	10	1	0
Business Administration Transfer	264	308	0	0
Business Administration: International Business	--	1	--	1
Business and Office Technologies: Data Entry	--	0	--	1

<u>Program</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2017-18 Associate's Degrees Awarded</u>	<u>2016-17 Certificates Awarded</u>	<u>2017-18 Certificates Awarded</u>
Business and Office Technologies: General Office Assistant Level I	0	0	2	2
Business and Office Technologies: General Office Assistant Level II	0	0	1	2
Business and Office Technologies: Microsoft Office	0	0	11	14
Business and Office Technologies: Microsoft Office Excel Application	0	0	9	18
Business and Office Technologies: Microsoft Office Specialist	0	0	3	5
Business and Office Technologies: Microsoft Word	0	0	16	22
Business and Office Technologies: Professional Administrative Assistant	7	9	8	9
Business and Office Technologies: Professional Administrative Assistant - Executive/Bilingual	2	1	0	1
Art/Digital Media: Computer Graphic Design for Print Media	2	8	1	5
Business and Office Technologies: Professional Office Management	0	0	8	9
Business and Office Technologies: Professional Office Management	10	17	0	0
Business and Office Technologies: Professional Office Skills	0	0	33	60
Business Management	23	24	0	0
Business: Facilities Management	--	4	--	0
Business: General Business	23	19	17	9
Business: Management - Level I	0	0	17	11
Business: Management - Level II	0	0	20	13
Business: Marketing	0	0	13	11
Business: Paralegal Studies	0	0	37	31
Business: Pathway to Law School	--	0	--	8
Business: Retail Management	2	1	2	1
Business: Small Business Entrepreneur	2	7	0	0

Program	<u>2016-17 Associate's Degrees Awarded</u>	<u>2017-18 Associate's Degrees Awarded</u>	<u>2016-17 Certificates Awarded</u>	<u>2017-18 Certificates Awarded</u>
Business: Small Business Entrepreneur Level I	0	0	4	3
Business: Supervision	2	2	0	0
Business: Supervision Level I	0	0	5	6
Business: Supervision Level II	0	0	5	1
Business: Supply Chain Management	2	0	2	2
Child Development and Education	10	16	0	0
Child Development and Education: Early Childhood Education Transfer	39	39	0	0
Computer Information Systems	32	40	10	16
Computer Information Systems: CISCO CCNA Exam Prep Level I	0	0	45	69
Computer Information Systems: CISCO CCNA Exam Prep Level II	0	0	36	65
Computer Information Systems: CISCO CCNA Exam Prep Level III	0	0	24	55
Computer Information Systems: CISCO CCNA Exam Prep Level IV	0	0	3	71
Computer Information Systems: Cisco CCNA Security Exam Preparation	--	0	--	19
Computer Information Systems: CISCO CCNP Exam Prep Level IX	0	0	3	10
Computer Information Systems: CISCO CCNP Exam Prep Level V	0	0	6	23
Computer Information Systems: CISCO CCNP Exam Prep Level VI	0	0	3	25
Computer Information Systems: CISCO CCNP Exam Prep Level VII	0	0	10	15
Computer Information Systems: CISCO CCNP Exam Prep Level VIII	0	0	1	2
Computer Information Systems: Computer Foundations	--	0	--	5
Computer Information Systems: Computer Game Development	0	0	1	9
Computer Information Systems: Computer Support Technician	0	0	11	14
Computer Information Systems: Microsoft Network Specialist	0	0	6	13
Computer Information Systems: Programming Foundations	--	0	--	2

<u>Program</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2017-18 Associate's Degrees Awarded</u>	<u>2016-17 Certificates Awarded</u>	<u>2017-18 Certificates Awarded</u>
Computer Information Systems: Project Management	0	0	15	13
Computer Information Systems: Web Development Level I	0	0	11	19
Computer Information Systems: Web Page Developer Level II	0	--	1	--
Correctional Science	12	5	8	4
Culinary Arts	0	0	14	14
Dental Assisting	7	9	21	8
Dietetic Service Supervisor	0	0	1	2
Drafting Technician: Architectural	3	3	0	2
Drafting Technician: Mechanical	5	5	1	3
Drafting: CAD/CAM Operator	0	0	5	9
Education Paraprofessional	9	4	0	0
Education Paraprofessional Level I	0	0	29	35
Education Paraprofessional Level II	0	0	4	6
Emergency Medical Provider	0	0	4	5
Engineering Technology	1	11	0	7
Fashion Design	5	2	3	3
Fashion Design: Costume Design	0	--	2	--
Fashion Design: Custom Dressmaking	0	0	5	2
Fashion Design: Industrial Sewing	0	0	8	6
Fashion Design: Patternmaking for Apparel	0	0	6	3
Fashion Merchandising	3	4	3	5
Fire Prevention Inspector	--	0	--	3
Fire Technology: Professional Firefighter	16	12	16	15

<u>Program</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2017-18 Associate's Degrees Awarded</u>	<u>2016-17 Certificates Awarded</u>	<u>2017-18 Certificates Awarded</u>
Gerontology	5	8	8	8
Gerontology: Community Caregiver	0	0	10	7
Homeland National Security	0	0	2	3
Hospitality Management: Food Production Management	0	0	9	7
Hospitality Management: Food Service Management	12	9	12	14
Hospitality Management: Food Service/Waitstaff	0	0	7	8
Hospitality Management: Hotel Management	11	12	17	19
Industrial Electrical Technician Level III	0	0	10	26
Industrial Electrical Technology	7	19	0	0
Industrial Electrical Technology Level I	0	0	51	39
Industrial Electrical Technology Level II	0	0	11	36
Interior Design	5	5	5	15
Journalism	0	0	3	1
Journalism Transfer	15	12	0	0
Kinesiology Transfer	19	41	0	0
Kinesiology: Athletic Training	0	0	4	2
Kinesiology: Coaching	0	0	4	1
Music, Commercial	2	4	0	0
Nursing Assistant	0	0	18	31
Nursing Assistant: Home Health Aide	--	0	--	1
Nursing: Associate Degree Nursing (ADN)	52	44	0	0
Nursing: VN to RN	8	6	0	0
Nursing: Vocational Nursing	21	29	18	39

<u>Program</u>	<u>2016-17 Associate's Degrees Awarded</u>	<u>2017-18 Associate's Degrees Awarded</u>	<u>2016-17 Certificates Awarded</u>	<u>2017-18 Certificates Awarded</u>
Nutrition and Food	6	10	1	2
Pharmacy Technician	9	15	11	19
Photography	4	3	0	0
Photography, Still	0	--	6	--
Radiologic Technology	47	45	0	0
Real Estate	0	0	2	5
Real Estate Salesperson	0	0	6	13
Technical Theatre	0	0	8	6
Total	872	1,029	972	1,423

2017-18 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

<u>PROGRAM</u>	<u>CORE 1 SKILL ATTAINMENT</u>	<u>CORE 2 COMPLETION</u>	<u>CORE 3 PERSISTENCE</u>	<u>CORE 4 EMPLOYMENT</u>	<u>CORE 5A NT PARTICIPATION</u>	<u>CORE 5B NT COMPLETION</u>
Business and Management	86.17	81.34	86.33	72.44	32.68	40.11
Accounting	90.18	87.42	89.72	76.47	35.31	40.91
Banking and Finance	100.00	0.00	66.67	0.00	66.67	
Business Administration	69.92	100.00	92.42	71.11	46.62	45.60
Business Management	84.04	72.97	83.70	86.67	54.55	75.00
International Business and Trade	85.71	100.00	100.00		21.43	0.00

Performance Rate Higher Than Locally Negotiated Goal

Total Count is 10 or Greater

Total Count is Less Than 10

PROGRAM	CORE 1 SKILL ATTAINMENT	CORE 2 COMPLETION	CORE 3 PERSISTENCE	CORE 4 EMPLOYMENT	CORE 5A NT PARTICIPATION	CORE 5B NT COMPLETION
Marketing and Distribution	78.79	58.33	78.79	66.67	50.00	25.00
Logistics and Materials Transportation	92.86	0.00	92.86	100.00	35.71	100.00
Office Technology/Office Computer Applications	91.27	48.68	79.11	64.18	17.73	16.33
Media and Communications	93.98	85.94	87.97	63.64	34.21	41.03
Media and Communications, General	100.00	75.00	100.00	100.00		
Journalism	88.89	87.50	88.89	100.00		
Radio and Television	95.89	94.12	90.41	62.50	34.25	40.54
Technical Communication	100.00		0.00	100.00		
Film Studies	100.00	50.00	50.00	100.00	0.00	0.00
Digital Media	90.70	75.00	86.05	25.00	100.00	100.00
Information Technology	93.72	87.16	80.18	85.50	13.79	13.14
Computer Information Systems	83.33	96.15	79.31	90.48	26.67	28.00
Computer Software Development	97.56	66.67	87.80	71.43	17.50	27.27
Computer Infrastructure and Support	94.44	87.27	77.30	85.44	10.49	7.92
World Wide Web Administration	100.00		100.00			
Education	12.50	100.00	87.50	81.82	0.00	0.00
Educational Aide (Teacher Assistant)	13.33	100.00	93.33	80.00	0.00	0.00
Physical Education	0.00	100.00	0.00	100.00		
Engineering and Industrial Technology	93.32	75.69	73.96	79.65	6.16	6.94
Engineering Technology, General	92.31	88.89	83.33	75.00		
Electronics and Electric Technology	98.97	47.22	68.09	89.47	2.06	0.00
Automotive Technology	88.76	75.41	81.21	76.47	4.14	3.77
Automotive Collision Repair	0.00	100.00	100.00		0.00	0.00
Aeronautical and Aviation Technology	95.54	87.69	62.04	77.59	9.82	11.67

Performance Rate Higher Than Locally Negotiated Goal

Total Count is 10 or Greater

Total Count is Less Than 10

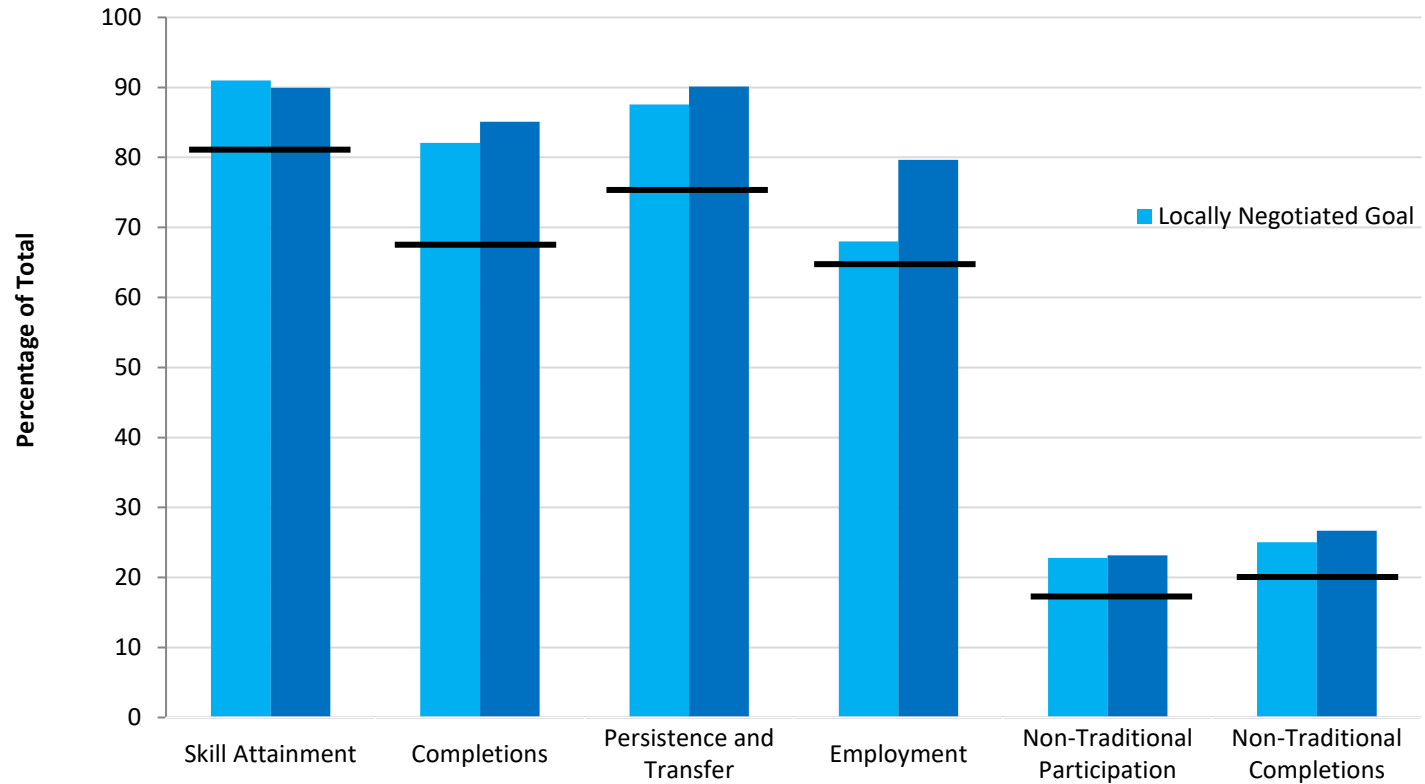
PROGRAM	CORE 1 SKILL ATTAINMENT	CORE 2 COMPLETION	CORE 3 PERSISTENCE	CORE 4 EMPLOYMENT	CORE 5A NT PARTICIPATION	CORE 5B NT COMPLETION
Drafting Technology	96.30	88.89	92.59	75.00	18.52	12.50
Fine and Applied Arts	93.41	83.72	90.00	72.22	52.56	53.85
Commercial Music	0.00		100.00		0.00	
Technical Theater	100.00	80.00	83.33	50.00		
Applied Photography	94.67	83.33	90.54	80.00	53.33	55.26
Commercial Art	0.00	100.00	100.00	0.00		
Graphic Art and Design	100.00	100.00	100.00		50.00	0.00
Health	96.60	99.01	82.88	88.36	15.36	14.88
Pharmacy Technology	92.45	91.30	78.00	81.82	28.30	24.00
Radiologic Technology	100.00	100.00	78.08	96.15		
Nursing	97.60	99.48	85.45	86.67	13.70	14.29
Dental Occupations	89.74	100.00	79.49	95.00	10.26	9.52
Emergency Medical Services	85.71		85.71	100.00		
Family and Consumer Sciences	90.29	78.95	86.44	73.33	12.35	13.71
Interior Design and Merchandising	91.89	93.33	86.49	62.50		
Fashion	81.82	64.00	83.08	61.11		
Child Development/Early Care and Education	91.73	79.76	91.34	79.59	6.12	7.07
Nutrition, Foods, and Culinary Arts	86.79	92.00	73.58	86.36	45.28	41.67
Hospitality	92.68	66.67	82.93	65.38		
Gerontology	92.50	85.71	82.05	66.67	0.00	0.00
Law	86.27	100.00	82.00	73.33	19.61	22.22
Paralegal	86.27	100.00	82.00	73.33	19.61	22.22
Public and Protective Services	83.81	80.45	88.78	86.17	42.86	46.71
Administration of Justice	83.60	80.36	87.45	83.33	51.20	54.03
Fire Technology	84.62	80.95	93.85	100.00	10.77	14.29
Overall	89.92	85.09	90.11	79.67	23.16	26.66

Performance Rate Higher Than Locally Negotiated Goal

Total Count is 10 or Greater

Total Count is Less Than 10

2017-2018 Overall Core Indicator Performance



Locally Negotiated Goal
Chaffey College Performance

91.00	82.07	87.55	68.00	22.79	25.03
89.92	85.09	90.11	79.67	23.16	26.66

Lines indicate the 90th 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 2017-2018

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 Bernardi no 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>Agreements by Discipline</u>
ACCTG						4							4
AUTOTEC	12			4		3		7	3				29
BIOL	4					1					2		7
BRDCAST				2				1	1				4
BUS						3					1		4
BUSMGMT		4				4		12		1			21
BUSMKT											1		1
BUSOT	2					27		1	1		1		32
CIS	2					1			1				4
CISHDSP	1			4									5
CISIWEB		1	2	5		10							18
CISCO		4											4
CISGAME		3						2					5
CUL	1											1	2
DRAFT	9			2		12		1				2	26
ED				1	1								2
EGTECH					2							2	4
EMT	3	2						2					7
FASHM				1									1
FIRETEC	2			5				2					9
HOTFS	1												1
ID				2									2
NURAST	1	1						1					3
PHOTO						2	1						3
Counting Individual High Schools Within Districts													
Total Articulation Agreements	38	15	2	26	3	67	1	29	6	1	5	5	198

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

Career Transitions Student Enrollment 2017-2018

	<u>Baldy View ROP</u>	<u>Colton-Redland s- 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	112	161	0	0	0	218	4	143	144	1	0	17	800

CATEMA Summary Information For The 2017-18 School Year

Classes	Teachers	Student Ethnicity
Pending Classes	3	American Indian
Approved Classes	77	Asian / Pacific
		Black
Enrollments		Hispanic
Pending Enrollments	3	White
Accepted Enrollments	800	Other
Enrolled - Not Rated	0	Total
		641
		Student Gender
Students		Male
Pending Students	2	Female
Accepted Students	641	Total
		641
		Student Grad Year
		Graduate – 2018
		Graduate – 2019
		Graduate – 2020
		Graduate – 2021

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 seniors in high school; they make up approximately 39% of our Career Transitions students.

Student Ethnicity: Hispanic students are among the highest participants, they make up approximately 62% 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, Child Development, Computer Information Systems, Computer Science, Correctional Science, Criminal Justice/Homeland Security, Dietetic Service Supervisor, Dental Assisting, Drafting, Education Paraprofessional, Emergency Medical Provider, Engineering Technology, Fashion Design, Fashion Merchandising, Fire Technology, Gerontology, Hospitality, Culinary Arts, Food Service, Industrial Electrical Technology, Interior Design, Journalism, Nursing, Nutrition and Dietetics, Nutrition and Food, Pharmacy Technician, Photography, Physical Education, Radiological Technician, and Real Estate

Partnerships and Advisory Committees

Chaffey College has 406 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 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
 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
 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
 Savge 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
 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 39 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
Supply Chain 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

School of Hospitality, Fashion, Interior, and Culinary Arts

Culinary Arts
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)

March 21, 2019
Board Meeting Date

TOPIC **ECONOMIC DEVELOPMENT AND CONTRACT EDUCATION MONITORING REPORT**

Communication No. IV.D.2.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 timely application and processing of grant proposal applications and awards, and that the grants that are submitted directly support the purposes of the District.

Board Policy 4104 Contract Education - Contract education is defined as those situations in which a community college district contracts with a public or private entity for the purposes of providing instruction or services or both by the community college. The District may provide educational, training, and related services to public and private organizations or individuals by means of contract education in those circumstances where the District is prohibited from using public funds to provide the requested training or services, or where public funds are not available to provide the training or services. All contract education activities shall produce sufficient revenue to cover all costs associated with the training or services provided. All contract education activities provided by the District are within the definition and scope of contract education provided in Title 5, Section 55170 and Education Code Sections 78020-78023.

ACTIVITIES THAT ADDRESS THE POLICIES

Overview

During FY 2017-18, Economic Development (ED) managed 22 grants and contracts totaling just over \$22 million in funding. This is unprecedented in the history of Economic Development. The InTech Center has stimulated and supported Economic Development’s success. Although the TAACCCT Grant ended delivery of services on March 31, 2018, and officially closed on February 27, 2019, Economic Development had more operational funding in FY 17/18 than what was available through the TAACCCT Grant.

Chaffey College’s Industrial Technical Learning Center (InTech) continues to be poised to offer accelerated technical training for individuals seeking well paying, in-demand careers in the Inland Empire region. Currently, InTech offers 15 short-term technical training programs that were designed by industry for industry. The majority of programs are offered in a 32-40 hour per week format and average 425 hours in length, and include soft skills as well as resume writing, job search and interviewing skills. All programs provide national or industry-recognized certifications.

Since opening its door in March of 2016, InTech has become a regional magnet for employers who are sourcing skilled talent for their open positions. As such, InTech is closely in tune with employers’ needs, and fine-tune curriculum and training programs to be in step with the desired skills and abilities that industry seeks. Much of the success of the center is related to the active outreach and recruitment of trainees and matching them to in-demand programs that lead to entry-level and middle skill jobs and careers.

InTech’s two competency-based apprenticeship programs are flourishing with 35 registered apprentices to date. The California Division of Apprenticeship Standards (DAS) has verbally recognized our exceptional work and collaboration. Additionally, employers requested we develop a pre-apprenticeship pathway in order to prepare candidates for the apprenticeship program who do not have industry or work experience. The purpose of registered apprenticeship programs is to enable employers to develop and apply industry standards to training programs for registered apprentices that can increase productivity, improve the quality of the workforce, and provide work-based learning.

ECONOMIC DEVELOPMENT AND CONTRACT EDUCATION MONITORING REPORT

March 21, 2019

Page 2

As stated in multiple Inland Empire economic and labor market information reports, InTech is critical to the economic and workforce vitality of this region in providing short-term intensive technical training to individuals who need to quickly reinvent themselves or upskill in order to transition into good paying, in-demand careers or apprenticeships. Likewise, as technology continues to rapidly evolve, employers need a swift and agile system to provide customized training to its incumbent workforce. To this end, Economic Development developed a four-pronged approach for the sustainability of InTech: 1) Continue to pursue grants and contracts that align with our mission and goals; 2) Convert select InTech programs to credit or non-credit programs to generate FTES; 3) Implement fees for training or services for employers; 4) Implement fees for training or services for individuals. Using these methods, the InTech Center aspires to meet the needs of business industry and individuals for many years to come.

Contract Education (Incumbent Worker Training)

Economic Development directly supports the workforce training needs of business and industry in the College's district through contract education. Because of a proven track record of responsiveness to industry needs, and meeting customized training demands, the College has developed strong partnerships with employers in the region. As one of Economic Development's key programs, contract education has delivered training to 869 trainees during the 2017-18 fiscal year. These trainees represent 45 employers in the College's region, and services totaling \$592,843 were provided through the College's funding award with the State of California Employment Training Panel (ETP). In September 2018, the College was awarded a contract of \$954,945 by ETP to deliver workforce training. The cities where businesses most frequently accessed these services continue to include Chino, Fontana, Rancho Cucamonga, and Ontario. Considering that manufacturing and logistics are priority sectors for the ETP state funding, these service trends remain consistent with expectations.

Deputy Sector Navigator, Advanced Manufacturing

During the 2017-18 fiscal year, the College administered \$200,000 in funding from the California Community Colleges Chancellor's Office "Doing What Matters for Jobs and the Economy" framework (SB-1402) and closed \$100,000 of SB-1070 funding (ended 12/31/17), to serve the twelve colleges of the Inland Empire/Desert Region through the Deputy Sector Navigator (DSN) of Advanced Manufacturing.

Grant funding supported the development of new, and improvement of existing, curriculum through various activities, support of outreach to students and parents to encourage careers in Advanced Manufacturing, and Faculty Professional Development to foster the inclusion of new technologies and best practices in our classrooms and laboratories.

During this grant period, the Advanced Manufacturing DSN was able to work with representatives of business, professional trade association, and colleges within the Inland Empire/Desert region to explore and develop new alternatives for assisting incumbent workers. Highlights of the DSN's efforts include:

- Assisting in the development of several round two and three Strong Workforce Program proposals
- Hosting Regional Advisory Community Skills Panels to help improve CTE programs
- Sponsorship of the Manufacturing Day activities at several regional locations
- Continuing support of the Manufacturers Council of the Inland Empire (MCIE) to work with their board members, WIOA leaders from San Bernardino and Riverside counties, and CTE Deans and Directors from the region, to identify and assess skills gaps
- Support of the Manufacturers Council of the Inland Empire (MCIE) to bring Titan Gilroy (Titans of CNC) to speak at both Youth and Manufacturers at the Manufacturers' Summit
- Meeting with local and state government legislators to promote shared goals
- Visiting local industry locations to determine needs
- Technical assistance in the creation of a successful James Irvine Foundation Grant to train incumbent workers at the Regional Industrial Technology Training Center (InTech)

ECONOMIC DEVELOPMENT AND CONTRACT EDUCATION MONITORING REPORT

March 21, 2019

Page 3

Vocational Education

The Chaffey College Economic Development Department delivers accelerated Vocational Education training in the area of Office Occupations, Construction Laborer and Computer Skills for the Workplace that leads to unsubsidized employment. These programs are offered in an accelerated 32-40 hour per week format and includes technical training specific to the industry. In addition to technical skills, we provide workplace essential skills such as customer service, communication, team building, emotional intelligence, problem solving, and conflict resolution. Additionally clients receive work-based learning through our longstanding internship opportunities partnered with local employers.

Over the past 20 years, Economic Development has fine-tuned the programs offered so that we are successfully meeting the needs of the client and the employers within the communities that we serve. We achieve this by delivering intensive in-demand and high-quality training to our clients who are receiving benefits through Welfare-to-Work (WTW).

Referrals have declined for the first time in 20 years due to the record low unemployment rate and increased minimum wage. Prior to the economic upturn, we served close to 130 clients and this year we only served 72. Despite this, we will continue to pursue funding through Health and Human Services (HSS) that will meet the future training needs of the WTW population since we experience economic fluctuations.

MEANS OF ASSESSMENT

The Economic Development Department uses a variety of assessment tools to ensure the quality and efficiency of grant services. These assessment tools provide us with both quantitative and qualitative empirical data across all our programs and services.

In working with Chaffey College's Institutional Research, Trainer and Program evaluations are administered to trainees on the trainer's completion date and program completion date respectively. All evaluations are reviewed by the appropriate InTech staff member. Positive and constructive feedback is given to the trainer as well as to InTech staff members who are responsible for selecting trainers for InTech programs.

Concurrently, we administer evaluations from our third-party evaluator, ICF. The ICF final evaluation report for the Inland Empire Regional Training Consortium (IERTC) was completed in September 2018. Some noteworthy outcomes are:

The key criteria for assessment of contract education services, specifically training, is the degree to which trainees achieve the intended outcomes, and the clients' professional development needs are satisfied. Economic Development employs an evaluation tool through Institutional Research to assess the effectiveness of each delivered training program and consistently seeks formal and informal feedback from clients about the impact and quality of services. Additionally, the State of California Employment Training Panel requires job and wage retention or promotion as its key criteria for funding.

Another key method used to assess the effectiveness of the Department's services is continuous review of the frequency and depth with which the department is engaged in industry partnerships. The Department developed evaluations to receive feedback from trainees and employers regarding their internship and apprenticeship services. We also have consistent program/curriculum committees and employer meetings with valued industry members to ensure the College continues to maintain an exceptional record of accomplishment in the region.

ECONOMIC DEVELOPMENT AND CONTRACT EDUCATION MONITORING REPORT

March 21, 2019

Page 4

SUMMARY OF EVIDENCE

The College is recognized as the key institution throughout the region to develop, implement, and assess effective and efficient programs while serving special populations, incumbent workers, and business/industry. As a result, the College continues to serve as the host for the State's Deputy Sector Navigator, Advanced Manufacturing grant. The Economic Development Department's effective grant management and robust relationships foster the trust necessary to pursue additional funding opportunities that align with the mission of the College. Additionally, Economic Development has been awarded and is currently implementing 22 grants and contracts that are funding a multitude of programs. These grants range from Foundation/Philanthropic funding to federal, state and local funding. This funding has generated a revenue of over \$22 million dollars and has allowed for the culmination of program development, equipment purchases, operations, training and professional development currently being conducted at the InTech Center. Success in workforce and professional development helped the College to maintain relationships with several key partners including the Manufacturers' Council of the Inland Empire.

USE OF RESULTS FOR PLANNING

The College has been very successful in obtaining various funding through earning an outstanding reputation from innovative and competent partners. The department will continue to seek and identify viable funding sources that will enhance and sustain the Industrial Technical Learning Center (InTech) in alignment with the College's mission and vision. The results of the assessments will be evaluated on an ongoing basis and are utilized in the development, adaptation and modernization of our future programs and goals. InTech will continue to evolve and align with current industry needs and will remain flexible to ensure its competitive edge. Additionally, the InTech will progress in the steps towards moving select programs to non-credit, allowing for the collection of FTEs. Additionally, it will continue to identify pathways to College's credit programs.

Prepared by:	<u>Sandra Sisco, Director, Economic Development</u>
Submitted 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

(Information)

March 21, 2019
Board Meeting Date

TOPIC STRONG WORKFORCE MONITORING REPORT

Communication No. IV.D.2.c

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.

ACTIVITIES THAT ADDRESS THE BOARD POLICY

- 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 quantity of CTE: More enrollments in programs leading to high-demand high wage jobs
 - Improve quality of CTE: More students complete/transfer; more students employed; more students improving their earnings

MEANS OF ASSESSMENT

- The Strong Workforce Program metrics align with the Student Success metrics by measuring students’ progression along their educational journey from recruitment to completion, transfer, and the workforce. The Strong Workforce Programs entails the following metrics:
 - Attainment of 9+ credit CTE units or a noncredit workforce milestone
 - Attainment of the following CTE degrees/certificates
 - BA/BS
 - AA/AS/AD-T
 - CO-approved certificates
 - Noncredit certificates of at least 48 contact hours
 - CTE students who transferred to a four-year institution
 - Employment in job related to field of study
 - Median annual earnings, beginning in the 1st quarter after the end of the academic year in which the student exited the community college system
 - Compares earnings in the 2nd quarter before most recent continuous enrollment in the community college system to the 2nd quarter after the end of the academic year in which the student exited the community college system
 - Attained a county-level living wage

SUMMARY OF EVIDENCE

Chaffey College metrics exceed the state average in all categories except “attaining a living wage” during 2015-16.

SW Program Metrics (2015-16)		
	Chaffey	California
Completed 12+ CTE Units in One Year	1,522	852
Number of Students who earned degree/certificate	1,836	997
Number of Students who transferred	1,197	1,022
Median change in earnings	63%	48%
Attained a living wage	40%	51%
Skills-Builder Students Who had a wage gain	248	

Students who get a job very closely related to their field of study experience a higher wage gain than students who do not get a job related to their field of study. The living wage in San Bernardino County for one adult is \$12.39.

Median Wage Change (2016-2017)			
Job Similarity	Wages before training	Wages after training	Percentage Change
Very Close	\$14.56	\$23.89	64%
Close	\$13.89	\$19.54	41%
Not Close	\$11.77	\$16.59	41%

A higher percentage of Chaffey College students are employed after their first year of completion than the state average. However, their annual earnings for students before and after exit are lower than the state average.

	Chaffey College	California
Employed after the first year	76%	71%
Annual earnings before exit	\$13,313.00	\$18,257.00
Annual earnings after exit	\$22,109.00	\$29,635.00

The wage gains have been relatively stable from academic years 2013-14 to 2015-16. It is anticipated that with the injection of Strong Workforce funds, students will experience upward economic mobility.

Year	Skills-Builder Students with a Wage Gain	Employed in 2nd Quarter after Exit	Employed in 4th Quarter After Exit
2016-17			
2015-16	248	76%	74%
2014-15	252	76%	74%
2013-14	258	74%	73%
2012-13	154	69%	69%
2011-12	200	68%	68%

The Strong Workforce funding allocation began in July 2016. Sixty percent of the funding allocation is distributed to local District CTE programs while forty percent of the funding is allocated to regional projects. Chaffey College partnered with at least two other colleges within *Region 9* on the following projects from the Round 1 funding allocation (2016-2018). The total amount funded was \$767,143.

- Mechatronics Technician Training Pathway
- Placement and Clinical Site Coordination
- Updating Automotive Labs-Electric Vehicle and Hybrid Instruction
- Regional, Accelerated, Career, and Employment Programs

During the same period, the following *local* projects were funded in the amount of \$772,371:

- Aeronautical and Aviation Technology
- Automotive Technology
- Business & Entrepreneurship
- Career Center
- International Business and Trade, Logistics
- Management Development and Supervision
- Mechatronics (Industrial Automation)
- Welding
- Workforce Development

Round 2 (2017-2019) Strong Workforce *Regional* projects include the following CTE projects. The total amount of funds allocated is \$736,632.

- Business Incubator and Makerspace
- Placement and Clinical Site Coordinator (continuation from Round 1)
- Updating Automotive Labs-Electric Vehicle and Hybrid Instruction (continuation from Round 1)
- Regional and District Job Developer
- Healthcare Educator Bootcamp
- Building and Energy System Professional Consortia
- LAUNCH: Inland Empire Apprenticeship & Work-based Learning
- Inland Empire Cyberhub Centers
- Regional Data Analysis and Alignment

The following *local* projects have been allocated \$2,408,042 during 2017-2019:

- Audio/Video Training for Entertainment and Theater
- Automotive Technology
- Career Center
- CT/MRI
- Cyber Security
- Dental Assisting
- Electronics and Electric Technology
- Emergency Medical Technician
- Fashion Design
- Culinary, Baking, and Hospitality
- Interior Design
- Journalism
- LVN/CNA1
- Mechatronics (Industrial Automation)
- Welding

Round 3 (2018-2020) Strong Workforce *Regional* projects include the following CTE projects. The total allocation amount is \$914,358.

- Mechatronics Technician Training Pathway
- Placement and Clinical Site Coordination
- Regional and District Job Developers
- Healthcare Educator Bootcamp
- Building and Energy System Professional Consortia
- LAUNCH: Inland Empire Apprenticeship & Work-based Learning
- Inland Empire Cyberhub Centers
- Regional Data Analysis and Alignment
- Awarding Veterans the CTE College Credit They Deserve

- Cloud Based Netlab+ Pilot Projects
- Using Employability/Soft Skills to Create Pathways

USE OF RESULTS FOR PLANNING

- Strong Workforce Program projects will be annually measured and monitored to ensure funded CTE programs are meeting the state prescribed metrics.

Prepared by:	<u>Vanessa Thomas, Associate Dean, Strong Workforce</u>
Submitted by:	<u>Laura Hope, Acting Associate Superintendent, Instruction and Institutional Effectiveness</u>
Recommended by:	<u>Henry D. Shannon, Superintendent/President</u>

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

March 21, 2019
Board Meeting Date

TOPIC 2019–2020 BOARD MEETING DATES

Communication No. IV.E.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 2019–2020 academic year:

July 11, 2019
August 22, 2019
September 19, 2019
October 24, 2019
November 20, 2019
December 12, 2019
January 23, 2020
February 27, 2020
March 26, 2020
April 23, 2020
May 28, 2020
June 25, 2020

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:

- July 11, the second Thursday – changed because of annual organizational meeting requirements.
- September 19, the third Thursday – changed to accommodate Board’s calendars.
- November 20, 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 12, the second Thursday – changed because of winter break.

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 2019–2020 academic year.

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

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

March 21, 2019
Board Meeting Date

TOPIC APPROVAL OF MINUTES, FEBRUARY 28, 2019

Communication No. IV.E.1.b

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 February 28, 2019, 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 February 28, 2019, regular board meeting.

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

**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, February 28, 2019, in the boardroom of the Marie Kane Center for Student Services/Administration. Board President Brugger called the meeting to order at 2:01 p.m.

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

Members absent: none

CLOSED SESSION

The public is given an opportunity to address the Governing Board regarding the posted closed session agenda. No comments were made.

The Board convened in closed session at 2:01 p.m. Closed session was adjourned at 2:52 p.m.

STUDY SESSION

A study session commenced on the following topic:

Vision for Success – Acting Associate Superintendent of Instruction and Institutional Effectiveness Laura Hope and Jim Fillpot, dean, institutional research, policy and grants, presented on system-wide goals and commitments, connecting priorities and efforts, Guided Pathways, AB 705 activities, first year transfer course completion, maximizing throughput: statistics, previous versus current English placement rules, other college-wide activities, transfer certificates conferred 2013-14 through 2017-18, transfer prepared/ready, fall 2018, and the student-centered funding formula.

Ms. Hope praised faculty members Misty Burruel, Cherlou Oplencia, Melissa Sakoonphong, and Angela Burk-Herrick for their work. She also thanked Dr. Shannon for his leadership and support of Guided Pathways.

Discussion ensued about implementation of AB 705. Ms. Hope stated that all students are now eligible to take transfer-level math without a prerequisite. The College is working on messaging on AB 705 regarding assessment, counseling and student services, student support services, supplemental instruction and success centers. Mr. McDougal asked if students would be capable of being successful in transfer-level work. Mr. Fillpot responded that the

research shows that students are persisting and succeeding in transfer-level courses. High levels of support and student services are offered to students.

Dr. Shannon mentioned that the Vision for Success in California is tied to the national conversation of increasing the college-going rate and completion of all community colleges. California is the largest system in the country, so if we move the needle here, it will affect the country significantly.

REGULAR SESSION

The regular session reconvened at 3:27 p.m., and Laura Hope led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

Theatre students Evgeniya Zapata, Beth Royal, Cecile Entz, Marc Anthony Perez, Kylie Paguio, and Elise Flores addressed the Board regarding their experiences in the theatre department over the past two and a half semesters. The students referred to construction in the theatre and stated that the spaces they have been displaced to have not been adequate. They also objected to not being a part of the planning process. The students further stated that the displacement has caused students to leave Chaffey, which has resulted in class cancellations. This has caused students to complete their degrees at other colleges, and concern for the continuance of the theatre arts department at Chaffey College.

A video was played of theatre students who could not attend the Board meeting but wished to express their concerns.

Mr. McDougal reported that the students would get their space back on March 25. He mentioned that he took a tour with faculty members of the theatre to discuss the renovations. He would like to hear what happened, and would think the students would like to hear the explanation.

Dr. Shannon responded that the District was finishing the last of the Measure L budget on the theatre wings project, and that with Measure P, there will also be disruptions during the construction process. These facilities are old and need to be upgraded. President Shannon stated that the construction timeline has changed for many reasons, and that the inconvenience is not intentional. The disruption is ultimately for the betterment of students.

Mr. McDougal asked why the group chose today to come forward and what have the students done to remedy the situation over the past two and a half semesters. The students explained that they had brought their concerns to faculty members, but were unaware of the process of addressing the Board until recently.

Ms. McLeod asked staff if the students have had their classes cut. Ms. Hope replied that the musical theatre class was cancelled because of low enrollment. Ms. Hope also reiterated that the theatre wings would be reopened on March 25 after spring break.

Mr. Ovitt asked what the next production would be, and when. The students responded that *“As You Like It”* would be the next production.

COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Moises Rosales highlighted Chaffey College Student Government (CCSG) in Region IX; resolution for dual enrollment; CCSG changes; elections committee; bylaw changes; Monthly Coffee with CCSG; observance and celebration of Black History Month; survey; and \$80,000 in scholarships available to Chaffey students.

Mr. Rosales also discussed a community event he attended with State Representative James C. Ramos. Mr. Rosales explained that he and two CCSG senators advocated on behalf of Chaffey students. He also attended the Building Diversity Summit, hosted by the California Community College Chancellor’s Office along with Chaffey faculty and staff. The focus of the summit was on hiring processes.

Gary Ovitt reported attending the following: officiated the memorial service for Clyde Francisco; Ontario Parks and Recreation Commission meeting; Pathways Africa presentation at Soroptimist International of Montclair/Inland Valley; Children’s Fund West End Auxiliary English Tea; The Leaven meeting with Ontario City Manager Scott Ochoa; The Leaven IE Advisory Board meeting; Chaffey High School Alumni Association, Tiger of the Year Committee meeting; First 5, Inland Empire Intervention Planning Summit; First 5 Commission meeting; Children’s Fund Development meeting; Lincoln Club meeting with featured speaker, Asm Jay Obernolte; Esperanza Scholarship Foundation Board meeting; Ontario Chaffey Community Show Band concert; State of San Bernardino County address; Chaffey High School Alumni Association meeting; West End YMCA Accelerated Campaign meeting; Rancho Cucamonga CIF High School basketball game; Etiwanda High School CIF basketball game; memorial service for Bill Alexander; Children’s Fund Executive Committee meeting; memorial service for Richard Delman; Children’s Fund Board breakfast; Children’s Fund West End Auxiliary CPK Fundraiser; CS Lewis conference, Cal Poly Pomona; Rancho Cucamonga and Colony CIF High School basketball game; City of Ontario interview for Ontario State of the City; Ontario Chaffey Community Show Band Board meeting; First 5 Advisory Committee Briefing meeting; West End YMCA Board meeting; and First 5 Advisory Committee meeting.

Trustee Ovitt highlighted the Chaffey College Trust Committee, which will be awarding scholarships; Promise Scholars; and attended a meeting to discuss Chaffey College Board policies and procedures. He thanked the students for using their voices and addressing the Board today.

Trustee McDougal reported that he attended the CIM and CIW meetings; men's and women's basketball games; and met with Gary Ovitt and Lisa Bailey to discuss personnel issues.

Trustee Roberts reported that she attended four rotary meetings, a Traveler's Aid meeting, and a performance of the community band at Chaffey High School.

Vice President Gloria Negrete-McLeod reported that she attended a trustee conference in Sacramento with Dr. Shannon.

Board President Kathy Brugger reported that she attended a Senior Disability Fund Meeting.

LEGISLATIVE UPDATE

Lorena Corona, manager, transitional services and governmental relations, provided a written report which included: Community College League's 2019 Annual Legislative Conference; state legislative priorities; and federal policy platform. Ms. Corona also provided updates on the following legislation: Assembly Bill (AB) 260, AB 381, AB 463, AB 500, and Senate Bill (SB) 173.

PRESENTATIONS

There were no presentations this month.

FOUNDATION

Lisa Nashua, executive director, Foundation, provided a written report which included updates on: Alumni of the Year/Hall of Fame save the date – April 11, 2019; Commencement Countdown; Gradfest; Foundation scholarships; private foundations James Irvine and Kaiser Permanente; Foundation Golf Tournament at Red Hill Country Club on June 24, 2019; and Foundation Mini-Grant spring applications.

Ms. Nashua thanked all the faculty and staff who volunteered to review scholarship applications. She stated that students would be notified next week.

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 or ratification of:

Jennifer Diaz to the position of human resources generalist, 1.0 FTE, 12 months, range 2, step A of the confidential salary schedule, effective March 11, 2019.

Joey Correa to the position of instructional assistant IV, language success center, .475 FTE, 10-months, range 19, step A of the CSEA salary schedule, effective March 1, 2019.

Paul Vaccher to the position of workforce research analyst, center of excellence, .475 FTE, 12 months, range 33, step A of the CSEA salary schedule, effective March 1, 2019.

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

Darryl Seube to the temporary, unclassified, professional expert position of acting chief of police, effective January 19, 2019, through June 30, 2019, under the terms and conditions of the employment agreement.

James Strona to the temporary, unclassified, professional expert position of lieutenant, campus police, effective February 11, 2019, through June 30, 2019, under the terms and conditions of the employment agreement.

Roberto Robles to the temporary, unclassified, professional expert position of out-of-season, all sports, effective March 1, 2019, through June 15, 2019, under the terms and conditions of the employment agreement.

Sharlene Smith to the temporary, unclassified, professional expert position of transition facilitator, effective March 1, 2019, through June 30, 2019, 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:

The Governing Board approved the revised educational services coordinator assignments for the 2018–19 academic year. (This list has been made part of the minutes of this meeting.)

The Governing Board approved a reduced workload assignment for Catherine Bacus, instructor, gerontology, from 1.00 FTE to .8134 FTE for the 2019–20 academic year, pursuant to the provisions of Education Code § 87483 and contingent upon approval from STRS.

The Governing Board approved a sabbatical leave request for Kevin Cameron, instructor, political science, for the spring 2020 semester.

The Governing Board approved a sabbatical leave request for Cindy Walker, instructional specialist, for the 2019-20 academic year.

The Governing Board approved a sabbatical leave request for Carol Dickerson, instructor, accounting, for the 2019-20 academic year.

The Governing Board approved a sabbatical leave request for Mary Jane Ross, instructional specialist, for the 2019-20 academic year.

The Governing Board approved the temporary increase in assignment of the .475 contract employee in language arts to work a maximum of eight hours per day for no more than four consecutive days and for a period that will not exceed four days ending March 31, 2019.

The Governing Board approved the temporary increase in assignments of the .475 contract employees in visual and performing arts to work a maximum of eight hours per day for no more than twenty consecutive days and for a period that will not exceed seventy-five days during the 2018–19 fiscal year.

The Governing Board confirmed regular status with the district for Myra Andrade, counselor, extended opportunity programs and services.

The Governing Board confirmed regular status with the district for Anna Foutz, instructor, geology/earth science.

The Governing Board confirmed regular status with the district for Brandelyn Neal, instructor, mathematics.

The Governing Board confirmed regular status with the district for Elaine Martinez, instructor, kinesiology.

The Governing Board confirmed regular status with the district for Elizabeth Cannis, instructor, mathematics.

The Governing Board confirmed regular status with the district for Mark Forde, instructor, hospitality management.

The Governing Board confirmed regular status with the district for Kimberly George, instructor, English.

The Governing Board confirmed regular status with the district for Anthony Guaracha, instructor, sociology.

The Governing Board confirmed regular status with the district for Dionne Henderson, instructor, business and applied technology.

The Governing Board confirmed regular status with the district for Deanna Hernandez, instructor, English.

The Governing Board confirmed regular status with the district for Melissa Johannsen, counselor, disability programs and services.

The Governing Board confirmed regular status with the district for Jeffrey Laguna, instructor, gerontology.

The Governing Board confirmed regular status with the district for Lindsay Lavalley, counselor, foster youth.

The Governing Board confirmed regular status with the district for Helen Leung, counselor.

The Governing Board confirmed regular status with the district for Sheila Malone, instructor, theatre.

The Governing Board confirmed regular status with the district for Michelle Martinez, counselor, Guiding Panthers to Success.

The Governing Board confirmed regular status with the district for Naomi McCool, instructor, sociology.

The Governing Board confirmed regular status with the district for Christina McPeak, instructor, child development education.

The Governing Board confirmed regular status with the district for Leta Ming, instructor, art history.

The Governing Board confirmed regular status with the district for Jean Oh, instructor, disability programs and services.

The Governing Board confirmed regular status with the district for Marlene Ramirez-Mooney, counselor, extended opportunity programs and services.

The Governing Board confirmed regular status with the district for Doungchit Melissa Sakoonphong, counselor.

The Governing Board confirmed regular status with the district for Shannon Jessen, instructor, biology.

The Governing Board confirmed regular status with the district for Stephen Shelton II, instructor, communication studies.

The Governing Board confirmed regular status with the district for James Sloan, instructor, fire technology/emergency medical technician.

MONITORING

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

Quarterly Investment Report

INFORMATIONAL

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

Board Policies for 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, Mr. Rosales (advisory)
Nays: None
Absent: None

Through this action, the following were approved (Approval of Minutes, January 24, 2019 through Reject Claim for Damages).

GOVERNANCE PROCESS

The minutes of the January 24, 2019 regular board meeting were approved as presented.

ACADEMIC AFFAIRS

The Governing Board approved 18 new courses, 53 course modifications, 20 distance education courses, 4 course deactivations, 2 course reactivations, 3 new programs of study, and 12 program of study modifications for the *Chaffey College 2019-2020 Catalog*.

BUSINESS/FISCAL AFFAIRS

The Governing Board approved the nonresident tuition fee of \$265 per semester unit with a capital outlay fee of \$20.

The Governing Board authorized Chaffey Community College District to enter into a contract with Trane U.S., Inc. of Brea, CA for the CenTraVac® Compressor R'newal service, on a single source basis for the sole source services it exclusively provides pursuant to California Public Contract Code, Section 3400, in the amount not to exceed \$275,221.91.

The Governing Board authorized the District to transfer the amount of \$500,000 from Measure "L" Budgeted Bond Reserve for the purpose of funding the aforementioned project remaining project expenses throughout the project completion.

The Governing Board approved the revised district authorized signature list to be effective February 28, 2019. (This list has been made part of the minutes of this meeting.)

The Governing Board approved the budget increase of \$492,517 to the 2018-2019 restricted general fund budget for the Disability Programs and Services (DPS), Extended Opportunity Programs and Services (EOPS),

Cooperative Agencies Resources for Education (CARE), and Mental Health Support allocations.

The Governing Board adopted Resolution 22819, 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.

HUMAN RESOURCES

The Governing Board rejected the claim for damages identified as claim number 1990575.

ACTION AGENDA

A motion was made by Trustee McDougal, seconded by Trustee Negrete-McLeod, to approve the action agenda as presented.

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

Through this action, the following were approved:

BUSINESS/FISCAL AFFAIRS

The Governing Board ratified the contract, purchase order, and warrant lists. (These lists have been made part of the minutes of this meeting.)

The Governing Board ratified the existence of emergency conditions threatening public health, safety and welfare and the continuance of classes resulting from three Central Plant closed water loop leaks at an area north of the Health Science building, and additional work needed to repair two leaks along College Drive, on the Rancho Cucamonga Campus, and the award of contracts to Southland Industries of Garden Grove, CA for repairs necessary to remediate the same, for a total cost not to exceed \$58,750

The Governing Board adopted Resolution 22819A to ratify the existence of emergency conditions threatening public health, safety and welfare and the continuance of classes resulting from water damage to multiple locations on the Rancho Cucamonga Campus caused by torrential rains on January 17, 2019, and to authorize the Joint Powers Authority (JPA) to enter into contracts on behalf of the District with Padgett's Fire and Flood Restoration of Redlands, CA (Padgett's) for repairs necessary to remediate the same

CEO/STAFF REPORTS

Henry Shannon, superintendent/president, provided his report which included: California Community Colleges Guided Pathways Institute #5, Breakfast with Supervisor Janice Rutherford in which he served as keynote speaker, ACCT Second Chance Pell Program for Incarcerated Individuals, Georgia Tech Institute Summit logistics meeting hosted by the Inland Empire Economic Partnership, and highlights by the Offices of Business Services and Economic Development, Instruction and Institutional Effectiveness, and Student Services.

Dr. Shannon highlighted the CCLC legislative conference in Sacramento, which he attended with Board Vice President Gloria Negrete-McLeod and Lorena Corona. President Shannon also thanked those involved in the Black History Month activities, and thanked Dr. Hull for the plate of soul food prepared by the culinary students in Chino.

Faculty Senate President Misty Burruel provided a handout of academic highlights including: Building Diversity Summit, distance education, theatre department, and supplemental instruction. Ms. Burruel also highlighted creative works and professional accomplishments by Mary Beierle, visual and performing arts faculty; Celeste Dunlap, gerontology faculty; Stan Hunter, ceramics faculty; Hannah Lucas, psychology faculty; and Don Schroeder, broadcasting and cinema faculty.

Classified Senate President Trisha Albertsen was unable to attend, and Hope Eil, executive assistant, presented on her behalf. The classified professional highlights included: Trisha Albertsen, Hope Eil and Joseph Cascio attended the California Community College Classified Senate (4CS) South Gathering of the Senates; Jaqueline Herrera, financial aid advisor, graduated with a Bachelor of Science degree from the University of La Verne; and Lissa Napoli and Shireen Awad attended the Building Diversity Summit.

CSEA President Monica Han addressed the Board regarding Board Policy 3900 – *Speech: Time, Place and Manner* and distributed a handout entitled *Model Freedom of Expression Resolution (Based on University of Chicago Statement)* which she read aloud. CSEA asked the Board to look into this when considering Chaffey College's policy. Ms. Han suggested inviting experts in this area to campus to discuss free speech.

CCFA President Jonathan Ausubel could not be present as he was attending the ASCCC Faculty Diversification workshop, but submitted the following report, which was read by faculty member Emily Avila-Teegarden:

The Chaffey College Faculty Association is proud to report that we sent our largest delegation ever to the Winter CCA Bargaining

Conference – 12 faculty in all. Our bargaining team attended CCA’s Bargaining Academy, an intensive, three-day workshop conducted by CTA staff, to bring them up to speed on the latest legislative changes, “hot topics,” and bargaining trends around the state. Other CCFA representatives learned about grievance processing, the Governor’s proposed budget, dual enrollment, prison programs, and a host of other topics.

In connection with a budget update, CTA’s legislative liaison Jennifer Baker reported on the California Education Coalition’s push to have the State Assembly perform an audit of State corporate tax credits. Jennifer conveyed that such an audit could increase education funding by as much as \$300 million within five years, and that even the most conservative estimates of the outcome indicate nearly \$100 million additional dollars for K-14 education state-wide. Dozens of groups are already supporting this initiative—among them CTA, CSEA, the California State PTA, the Community College League, the California School Boards Association, the Los Angeles Unified School District, and the Governing Boards of Mt. SAC, Peralta, Foothill-De Anza, North Orange County, and San Diego Community College Districts. CCFA urges the Chaffey College Governing Board to investigate this initiative and to support it for the benefit of all of California’s students.

Finally, CCFA would like to congratulate the 25 full-time faculty to whom you have granted tenure today. These faculty will serve the institution and its students for decades to come. Regular faculty are the foundation of a strong college, and CCFA urges the Governing Board to support all efforts to increase the proportion of our students taught by these dedicated permanent professionals.

Discussion took place on tax credits.

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

Trustee Roberts reminded all to attend the mobility event in Ontario on March 23, 2019.

ADJOURNMENT

The meeting was adjourned at 4:41 p.m. in the memory of Bill Alexander, former Rancho Cucamonga City Council member and Mayor.

The next regular meeting of the Chaffey Community College District
Governing Board will be Thursday, March 21, 2019.

President

Clerk

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

March 21, 2019
Board Meeting Date

TOPIC BOARD POLICIES FOR ADOPTION

Communication No. IV.E.1.c

SUPPORTS BOARD POLICY

Board Policy 2410 Board Policies and Administrative Procedures - The Governing Board may adopt such policies as are authorized by law or determined by the Governing Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Governing Board on a specific issue within its subject matter jurisdiction.

PROPOSAL

To receive Board Policies for second action reading and adoption.

BACKGROUND

In July, 2011, the District began working with a consultant from the Community College League of California (“CCLC”) to update its Board policies to align with the recommended policies developed through the legal firm of Liebert Cassidy Whitmore in conjunction with the CCLC. Utilizing the CCLC Policy and Procedure Subscription Service templates, the District will ensure that all legal requirements, recommendations, suggested good practices, and accreditation requirements are fully addressed.

The District is continuing its work to review and update policies during the 2018–2019 academic year. As part of the update process, Board Policies from Chapter 1 (The District), Chapter 2 (Governing Board), and Chapter 3 (General Institution) are being submitted for adoption. Board Policies were reviewed by Board Member Ovitt in his capacity as Governing Board Policy Liaison and the Governing Board received these policies for information at its February 28, 2019 Board meeting.

RECOMMENDATION

It is recommended that the Governing Board receive the board policies for second reading and adoption.

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



**Governing Board Policies
Presented to the Governing Board for Adoption
March 21, 2019**

Chapter 1 – The District

- BP 1100 The Chaffey Community College District
- BP 1250 Board Goals for Student Success

Chapter 2 – Governing Board

- BP 2315 Closed Sessions
- BP 2330 Quorums and Voting
- BP 2420 Superintendent/President Support to the Governing Board
- BP 2430 Delegation of Authority to the Superintendent/President
- BP 2431 Superintendent/President Selection
- BP 2432 Superintendent/President Succession
- BP 2435 Evaluation of the Superintendent/President
- BP 2610 Presentation of Initial Collective Bargaining Proposal
- BP 2710 Conflict of Interest
- BP 2715 Code of Ethics/Standards of Practice
- BP 2716 Political Activity
- BP 2717 Personal Use of Public Resources
- BP 2725 Governing Board Member Compensation
- BP 2730 Governing Board Member Health Benefits
- BP 2735 Governing Board Member Travel
- BP 2740 Governing Board Education
- BP 2745 Governing Board Self-Evaluation
- BP 2750 Board Member Absence From the State

Chapter 3 – General Institution

- BP 3900 Speech: Time, Place, and Manner

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

March 21, 2019

Board Meeting Date

TOPIC CALIFORNIA COMMUNITY COLLEGE TRUSTEES BOARD OF DIRECTORS ELECTION – 2019

Communication No. IV.E.1.d

SUPPORTS BOARD POLICY

N/A

PROPOSAL

To vote for five seats up for re-election on the California Community College Trustees (CCCT) Board of Directors.

BACKGROUND

The election of members to the CCCT board of the Community College League of California will take place between March 10 and April 25. Each member community college district has one vote for each of the seven seats up for re-election on the CCCT board. A Governing Board committee, comprised of Gloria Negrete-McLeod and Lee McDougal, was formed to make recommendations to the Board.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended the Governing Board cast a vote for seven seats up for re-election on the CCCT Board of Directors.

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

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

March 21, 2019

Board Meeting Date

TOPIC **CURRICULUM**

Communication No. IV.E.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 the following changes to the *Chaffey College 2019-2020 Catalog*, as recommended by the Faculty Senate, the college Curriculum Committee, and the Interim Associate Superintendent of Instruction and Institutional Effectiveness:

- Two program of study modifications

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 has reviewed the program of study modifications, which are not currently in the college curriculum. As a result of deliberations, the college Curriculum Committee, the Faculty Senate, and the Interim Associate Superintendent of Instruction and Institutional Effectiveness are recommending these curriculum changes.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended the Governing Board approve two program of study modifications for the *Chaffey College 2019-2020 Catalog*.

Prepared by:	Marie Boyd, Curriculum Chairperson
Submitted by:	Laura Hope, Acting Associate Superintendent, Instruction and Institutional Effectiveness
Recommended by:	Henry D. Shannon, Superintendent/President

**Curriculum
2018-2019**

PROGRAMS OF STUDY - MODIFICATIONS

	Program of Study	AA/AS/C	TOP Code	Title	Units
1.	Dental	A.S.	1240.10	Dental Assisting	33
2.	Dental	CA	1240.10	Dental Assisting	33

March 21, 2019 Curriculum Board Report

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

March 21, 2019

Board Meeting Date

TOPIC **APPROVAL TO DESIGNATE GAUMARD SCIENTIFIC COMPANY, INC. AS A SINGLE SOURCE
VENDOR FOR A SOLE SOURCE PROCUREMENT**

Communication No. IV.E.3.a

SUPPORTS BOARD POLICIES

Supports and complies with Policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts.

PROPOSAL

It is recommended that the Governing Board authorize Chaffey Community College District to enter into a contract with Gaumard Scientific Company, Inc. of Miami, FL (Gaumard) for the S3040.100 Trauma HAL simulation manikins ("Trauma HAL"), to provide medical and trauma training to students in the college's emergency medical technician (EMT) program, on a single source basis for the sole source equipment it exclusively provides as described herein, pursuant to California Public Contract Code, Section 3400. The estimated amount for this procurement is \$171,829.88, and includes two Trauma HAL simulation manikins, accessories, five-year service plan, two-day training service and installation, sales tax and estimated freight.

BACKGROUND

California Public Contract Code Section 20651 requires a competitive bidding process before the governing board of a community college district lets a contract of more than the bid limit (currently ninety two thousand six hundred dollars, \$92,600) for (1) the purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district (2) services, except construction services (3) repairs, including maintenance as defined in Section 20656, that are not a public project as defined in subdivision (c) of Section 22002.

However, California Public Contract Code Section 3400 provides relief from competitive bidding in subdivision (c)(2) "in order to match other products in use on a particular public improvement either completed or in the course of completion" and in (c)(3) "in order to obtain a necessary item that is only available from one source."

Section 3400 codifies court rulings holding that where going out to bid will yield no benefit or advantage, a public entity may declare a "sole source" and make a contract without the need for formal bidding.

Therefore, District staff believe that it is in the best interest of the District for the Board to, in this case, waive California Public Contract Code section 20651 and authorize a contract with Gaumard for the Trauma HAL, on a single source basis for the sole source equipment it exclusively provides, without going through a competitive bidding process.

Sole Source Product Justification: The college's EMT program evaluated simulation manikins provided by various other manufacturers, including CAE Healthcare, Laerdal Medical, and Healthy Simulation, and discovered that in order to provide training in both medical and trauma disciplines, multiple manikins would need to be purchased from these vendors. The Trauma HAL by Gaumard was the only simulation manikin with the ability to meet all the needs of the current EMT program, along with anticipated future program needs, in a single manikin. The fact that it can do so in a single manikin is important not only due to the program's available storage space, but also as it is a more cost-effective option for the District. The EMT program is seeking the ability to simulate various medical and trauma conditions for assessment and treatment, including actual hemorrhage control that can be used outside. This is something the Trauma HAL can do as it is wireless and tetherless. Furthermore, the Trauma HAL can be dragged and

APPROVAL TO DESIGNATE GAUMARD SCIENTIFIC COMPANY, INC. AS A SINGLE SOURCE VENDOR FOR A SOLE SOURCE PROCUREMENT

March 21, 2019

Page 2

washed without fear of damage, and has a battery life of ten hours, which will enable uninterrupted training to take place in a variety of settings, in and out of the classroom, thereby improving student success.

Single Source Vendor Justification: Gaumard is the sole provider and sole manufacturer of the Trauma HAL.

BUDGET IMPLICATIONS

Funding Source – Restricted general fund - Strong Workforce budget.

Status of Funds – Funds of \$171,829.88 are included in the 2018-2019 restricted general fund budget.

Future Implications – N/A

RECOMMENDATION

District staff recommends the Governing Board authorize Chaffey Community College District to enter into a contract with Gaumard Scientific Company, Inc. of Miami, FL for the S3040.100 Trauma HAL simulation manikin, on a single source basis for the sole source equipment it exclusively provides pursuant to California Public Contract Code, Section 3400.

Attachment: Letter from Gaumard Scientific Company, Inc.

Prepared by:	Eva Ramirez, Interim Director of Purchasing Services
Reviewed 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



Gaumard®

Simulators for Health Care Education

October 31st, 2018

To Whom It May Concern:

Gaumard Scientific Company, Inc. located at 14700 SW 136 Street, Miami, FL 33196, USA is the sole provider and sole manufacturer for the following item: **S3040.100 Trauma HAL®**.

The following USA-made product features apply to the S3040.100 Trauma HAL®:

- Rugged construction for combat, disaster, trauma care, and CBRNe simulation, even in the most demanding environments
- Completely wireless and tetherless; all operating system components are housed inside the simulator
- Rugged shoulder and hip joints for field and evacuation exercises
- Splash proof for CBRNe water spray decontamination
- Use NATO litter; cover with blanket
- Control HAL® using rugged wireless tablet PC from up to 900 ft. away
- HAL is fully functional on battery power for point-of-injury care and care in motion
- Bleeding trauma limbs and wound sites for training emergency bleeding control techniques
- 1.5 liter “On-board” simulated blood supply; blood loss and blood reservoir level shown on tablet PC
- Fully operational on battery power or AC adapter. Internal rechargeable battery provides 10 hrs of continuous use. Designed for fast scenario resets with easy to use fluid refill ports and interchangeable limbs
- Real-time CPR quality and performance feedback
- Built-in library of programmed scenario included; modify them; create your own
- Blinking eyes with light reactive pupils
- Software controlled fluid secretion at ears, eyes, or mouth. Mild and severe convulsions
- Intubate ET tube, LMA, or King LT. Programmable difficult airway with tongue edema and pharyngeal swelling
- Laryngospasm with tight seal preventing intubation. Surgical airway for cricothyrotomy, tracheostomy, and tracheal hook exercises
- Permits liquids in the airways for suctioning
- Streaming audio; be the voice of Trauma HAL; hear responses at distances up to 150 ft.
- Pre-record and program verbal responses in any language
- Palpable ribs and realistic chest cavity
- Shallow and deep needle decompression with audible hiss and needle placement detection. Bilateral chest drain sites
- Unilateral chest rise with right mainstem intubation

A global commitment to healthcare educators



Gaumard®

Simulators for Health Care Education

- Automatic chest rise and fall with selectable respiratory patterns. Selectable anterior lung sounds
- Programmable heart sounds, monitor ECG using standard medical equipment. No special adapters required
- 12 Lead ECG option available
- Built in library of cardiac rhythms, Pacing, cardioversion, defibrillation
- Measure blood pressure using a real monitor
- Detectable oxygen saturation using standard OSAT monitors
- Brachial pulse at bend in the arm antecubital vein for IV training
- Software controlled visible cyanosis
- Radial, brachial, carotid, femoral, popliteal and pedal pulses are blood pressure dependent
- Supports sternal intraosseous infusion I/O (F.A.S.T.1 and more)
- Intraosseous tibia I/O access with replaceable tibia bones
- Lower arms and legs are easily replaceable with trauma stumps that bleed in sync with heart rate and blood pressure
- Bleeding wounds at axilla and groin can be packed using combat gauze and respond to applied pressure
- Sensors in the arm and legs respond to tourniquet application and applied pressure
- Bleeding from two arteries in the forearm and three arteries in the legs respond to tourniquet application
- Pressure on femoral artery reduces or stops distal bleeding in leg
- Visible gastric distention with esophageal intubation
- Internal fluid bladder with male genitalia for catheterization
- Bowel sounds in four quadrants

Please do not hesitate to contact us if you require additional information.

Sincerely,

Karen Valdes

Karen Valdes
Gaumard Scientific Co., Inc.
Tel: 305-971-3790 Ext. 2046
Toll Free: 1-800-882-6655
Fax: 305-252-0755
karen.valdes@gaumard.com

A global commitment to healthcare educators

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

March 21, 2019

Board Meeting Date

TOPIC **DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT
AND MISCELLANEOUS MATERIALS**

Communication No. IV.E.3.b

SUPPORTS BOARD POLICIES

Supports and complies with Policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts, and 6550 Disposal of Property.

PROPOSAL

To adopt attached Resolution 32119, 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.

BACKGROUND

The Chaffey Community College District is owner of the electronic equipment and miscellaneous materials listed on Exhibit A, attached to the resolution. The listed items have exceeded their useful life and are no longer suitable for district purposes and may be disposed of through auction sale.

Pursuant to California Education Code Section 81450 et seq., the resolution must be adopted by majority vote of those members present to be valid.

In accordance with the district's Governing Board Policy 6550 and California Education Code Section 81450 et seq., Resolution 32119 delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the listed items and to execute all documents in connection therewith, subject to the terms and conditions of the resolution.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended that the Governing Board adopt Resolution 32119, 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.

Attachment: Resolution 32119

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

RESOLUTION NO. 32119

**A RESOLUTION OF THE GOVERNING BOARD OF CHAFFEY
COMMUNITY COLLEGE DISTRICT AUTHORIZING THE DISPOSAL OF
ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS**

WHEREAS, the Chaffey Community College District (“District”) is owner of the electronic equipment and miscellaneous materials listed on the attached Exhibit A; and

WHEREAS, the listed items have exceeded their useful life and are no longer suitable for district purposes and may be disposed of through auction sale; and

WHEREAS, pursuant to California Education Code Section 81450 et seq., this resolution must be adopted by majority vote of those members present to be valid; and

WHEREAS, in accordance with the District’s Governing Board Policy 6550, this resolution delegates authority to the superintendent/president, or his designee, to sell or otherwise dispose of the listed items, and to execute all documents in connection therewith, in accordance with Education Code Sections 81450 and 81452.

NOW, THEREFORE, BE IT RESOLVED BY CHAFFEY COMMUNITY COLLEGE DISTRICT, AS FOLLOWS:

Section 1. The Governing Board finds and determines that all of the recitals set forth above are true and correct.

Section 2. The Governing Board approves the delegation of authority to the district’s superintendent/president, or his designee, to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in the attached Exhibit A, and to execute all documents in connection therewith, in accordance with Education Code Sections 81450 and 81452.

Section 3. That this delegation of authority shall be valid for the sale or disposal of the items listed in the attached Exhibit A, or until rescinded by the Governing Board.

Section 4. That this resolution shall become effective upon its adoption.

PASSED AND ADOPTED by the Governing Board of the Chaffey Community College District at Rancho Cucamonga, California, this 21st day of March 2019, at a regular meeting by the following vote:

Ayes:
Noes:
Abstentions:
Absent:

I, Gary Ovitt, Clerk of the Governing Board of the Chaffey College Community College District of San Bernardino County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said board at the regular meeting thereof at the date and place and by vote stated, which resolution is on file and of record in the office of said board.

Gary Ovitt
Clerk, Governing Board

EXHIBIT A

**DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND
MISCELLANEOUS MATERIALS**

BOARD MEETING DATE: MARCH 21, 2019

<u>Quantity</u>	<u>Description (Make, Model, Color, Dimensions, Etc.)</u>	<u>Serial #s/(Asset #'s)</u>
1	IBM Wheel writer 1000 typewriter and stand	11NHF47 (11031)
1	IBM Wheel writer 1000 Typewriter and stand	11NHF47 (Chaffey Number 111031)
3	Kiln: Skutt KM-1627 Red/ Silver 52"x44"x41"	005241 (129832), 005241 (129832), 000736 (129833)
2	Lab Line Water Bath	09034894 (123077), 03042126 (123078)
1	Lab Line Water Bath, Model #18005- Barnstead	03042532 (123084)
15	Legend Pottery Wheel, Blue 26"x22"x20"	4397 (128438), 4391 (128440), 4402 (128430), 4394 (128428), 4392 (128434), 4401 (128431), 4393 (128437), 4399 (128432), 4390 (128441), 4398 (128435), 4403 (128430), 4396 (128427), 4395 (128433), 4389 (N/A), 4400 (128429)
2	Media Director Lectern w/ Toe Kick, Model: Spectrum 551641	N/A (125384), N/A (125386)
3	Portable Sink, Stainless Steel, 39"x24"x50"	2258 (129835), (2261 (N/A), 2260 (N/A)
8	Potters Wheel Brent CXC, Yellow 28"x24"x21"	N/A (N/A), 86-8064 (N/A), N/A (121778), 4394 (N/A), 4392 (N/A), 4401 (121777), N/A (N/A), N/A (N/A)
1	Precision Scientific Co. Water Bath	11-W-12 (009815)
1	Restaurant Manager Hardware Equipment, 15" Touch Screen with card swipe/rear display	NA (137729)
2	VWR Water Bath #1212	10135306 (126254), 12106006 (126198)
1	VWR Water Bath, Model #1202	0201001 (N/A)
1	Canon Scanner, 9080C	123019 (cz300562)

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

March, 21 2019
Board Meeting Date

TOPIC **FEE SCHEDULE UPDATES**

Communication No. IV.E.3.c

SUPPORTS BOARD POLICY

Board Policy 5030 Fees – The Superintendent/President shall establish procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also assure those who are exempt from the fee, or for whom the fee is waived, are properly enrolled and accounted for. Fee amounts shall be published in the college catalog.

PROPOSAL

To approve the attached changes to the fee schedule as authorized by the applicable provisions of the Education Code.

BACKGROUND

The attached list is a reflection of the updates to previously approved fees. The materials fees updates will be effective beginning with the fall 2019 semester and the other fees are effective beginning with the summer 2019 semester. The fees have been reviewed to ensure that the most current legal opinion by the Chancellor’s Office is enforced and that the fees are charged appropriately.

BUDGET IMPLICATIONS

Funding Source – General Fund

Status of Funds – Funds will be deposited in appropriate accounts to meet state requirements.

Future Implications – N/A

RECOMMENDATION

It is recommended the Governing Board approve the changes to the fee schedule as authorized by the applicable provisions of the Education Code.

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

CHAFFEY COMMUNITY COLLEGE DISTRICT

PROPOSED FEE SCHEDULE CHANGES

March 21, 2019

Other Fees

	<u>Current</u>	<u>Proposed</u>
Electric Vehicle Charging Rates		
Per hour for first 2 hours	\$0.00	\$1.25
Per hour for hours 3 & 4	\$0.00	\$2.50
Per hour thereafter	\$0.00	\$5.00
Parking Permit Fees		
Backed in Stall	\$35.00	\$0.00

CHAFFEY COMMUNITY COLLEGE DISTRICT

PROPOSED FEE SCHEDULE CHANGES

Materials Fees Effective Fall 2019

Courses with New Materials Fees:

Course	Title	AR Code	Units	Proposed Fee
ID-14	Fundamentals of Design for Interiors	ID	3	\$5.00
ID-45	Codes and Building Systems	ID	3	\$3.00
ID-426	Professional Practice for Interior Designers	ID	3	\$3.00
IETELMT-436	Pneumatics Fundamentals	ELM	2	\$40.00
IETELMT-438	Electrical Control of Pneumatic Systems	ELM	2	\$32.00

Courses with Deleted Materials Fees:

Course	Title	AR Code	Units	Current Fee	Proposed Fee
ESC-1	Earth Science	ESS	3	\$2	\$0
ESC-1L	Earth Science Lab	ESS	1	\$10	\$0
ESC-5	Oceanography	ESS	3	\$2	\$0
ESC-5L	Oceanography Lab	ESS	1	\$10	\$0
GEOL-1	Physical Geology	GEL	4	\$15	\$0
GEOL-2	Historical Geology	GEL	4	\$15	\$0

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

March 21, 2019

Board Meeting Date

TOPIC CONFIDENTIAL PROFESSIONAL DEVELOPMENT/EVALUATION PERSONNEL PLAN REVISION

Communication No. IV.E.4.a

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 the Governing Board ratify the revision of appendices c and d Confidential Salary Schedule of the 2017-2020 Confidential Professional Development/Evaluation Plan, effective March 1, 2019.

BACKGROUND

In accordance with BP 7240, Confidential Employees, the terms and conditions of their employment shall be developed by the Superintendent/President and addressed in the Confidential Professional Development/Evaluation Personnel Plan. A salary study was conducted and reflected the need for an adjustment to range 03 of appendices c and d of the 2017-2020 Confidential Professional Development/Evaluation Personnel Plan.

BUDGET IMPLICATIONS

Funding Source – Unrestricted general fund

Status of Funds – The personnel costs associated with this modification will be approximately \$2,008 (salary \$1,640; benefits \$368) for the 2018–19 fiscal year, and \$7,142 (salary \$5,832; benefits \$1,310) for the 2019–20 fiscal year. Funding for this position is included in the 2018–19 budget and will be included in the tentative 2019–20 budget.

Future Implications – It is anticipated that these costs will be ongoing.

RECOMMENDATION

It is recommended the Governing Board ratify the revision of appendices c and d Confidential Salary Schedule of the 2017-2020 Confidential Professional Development/Evaluation Plan, effective March 1, 2019.

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

CONFIDENTIAL SALARY SCHEDULE
Effective July 1, 2018
(Reflects a 4% increase from the July 1, 2017 rates)

	A	B	C	D	E	F	G
01	5904	6206	6514	6843	7180	7542	7919
02	6053	6353	6674	7004	7347	7728	8114
03	6206	6514	6843	7180	7542	7923	8319
03	6640	6970	7322	7683	8070	8478	8901

CONFIDENTIAL SALARY SCHEDULE
Effective July 1, 2019
 (Reflects a 3% increase from the July 1, 2018 rates)

	A	B	C	D	E	F	G
01	6081	6392	6709	7048	7395	7768	8157
02	6235	6544	6874	7214	7567	7960	8357
03	6392	6709	7048	7395	7768	8161	8569
03	6839	7179	7542	7913	8312	8732	9168

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

March 21, 2019
Board Meeting Date

TOPIC MANAGEMENT PERSONNEL PLAN/EMPLOYMENT CONTRACT

Communication No. IV.E.4.b

SUPPORTS BOARD POLICY

Board Policy 7250, Educational Administrators - Educational administrators shall be compensated in the manner provided for by the appointment or contract of employment.

PROPOSAL

To approve the employment contract between the Governing Board of the Chaffey Community College District and the management employee in position listed below:

Superintendent/President	Proposed Contract <u>Expiration Date</u> December 31, 2022
--------------------------	--

BACKGROUND

The Chaffey Community College District Management Professional Development/Evaluation Personnel Plan approved by the Governing Board on May 24, 2018, consistent with the provisions of California Education Code, Section 72411, a provision enacted under AB1725, requires all instructional and student services administrators to be employed, and all other administrators may be employed, by the Governing Board of the district by an appointment or contract not to exceed four years. The applicable provisions of the Management Professional Development/Evaluation Personnel Plan approved by the Governing Board provides that managers appointed to Level I positions may be employed by the Governing Board under contract for a period not greater than four (4) years. Managers appointed to Level II, Level III, and Level IV positions may be employed by the Governing Board under contract for a period not greater than three (3) years.

BUDGET IMPLICATIONS

Funding Source – Unrestricted general fund
Status of Funds – The personnel costs associated with this position are included in the 2018–19 budget and will be included in the 2019-20 tentative budget.
Future Implications – It is anticipated that these costs will be ongoing.

RECOMMENDATION

It is recommended the Governing Board approve the employment contract between the Governing Board of the Chaffey Community College District and management employee in position listed above.

Prepared 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

March 21, 2019

Board Meeting Date

TOPIC REJECT CLAIM FOR DAMAGES

Communication No. IV.E.4.c

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 1991378.

BACKGROUND

On February 19, 2019, the district received a claim for damages identified as claim number 1991378. 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 1991378.

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

March 21 2019
Board Meeting Date

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

Communication No. IV.F.1.a

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 February 2019.

BUDGET IMPLICATIONS

Funding Source – All Funds

Status of Funds – Funding for these contracts, purchase orders, and warrants are included in the 2018-2019 adopted district budgets.

Future Implications – None

RECOMMENDATION

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

Prepared by:	Eva Ramirez, Interim Director, Purchasing Services
Reviewed by:	Kim Erickson, Executive Director, Business Services
Submitted by:	Lisa Bailey, Associate Superintendent, Business Services and Economic Development
Recommended by:	Henry Shannon, Superintendent/President

CONTRACT AND CHANGE ORDER LIST¹

Contract Number	Vendor	City, State	Description of Service	Amount	Funding Source
2019CS510	Alert Security Systems Inc.	Upland, CA	For a not-to-exceed amount, to install two (2) new photo booths in the CAA building Room 219 on the Rancho Cucamonga Campus, for the period of March 1, 2019 through May 31, 2019, as approved by Visual and Performing Arts. ²	\$9,200.00	Restricted General Fund
2019CS519	Alisa Taylor Consulting	Upland, CA	For a not-to-exceed amount, serve as guest speaker for an Independent Scholars event titled, "Self-Care and Relationships," on February 13, 2019, as approved by Special Populations and Equity. ³	140.00	Restricted General Fund
2019CS461	Backgrounds Unlimited	San Dimas, CA	For a not-to-exceed amount, to provide as-needed investigations into the background of applicants under consideration for police officer, dispatcher or civilian employees, for the period of December 4, 2018 through June 30, 2019, as approved by Human Resources.	3,000.00	Unrestricted General Fund
2019CS282	Brandon Paul Morse	Norco, CA	Amendment 2 to increase the not-to-exceed amount, for additional training services for workers of District's business clients and community partners, as approved by Economic Development. ⁴	11,960.00	Restricted General Fund
2019CS56	Brian Vanderzanden	Beaumont, CA	Amendment 4 to increase the not-to-exceed amount, for additional training services for District's business clients and community partners, as approved by Economic Development. ⁵	11,960.00	Restricted General Fund
2019CS198	Concentra Medical Centers	Rancho Cucamonga, CA	For a not-to-exceed amount, 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 July 1, 2018 through June 30, 2019, as approved by Human Resources.	1,500.00	Unrestricted General Fund
2019CS415	County of San Bernardino	San Bernardino, CA	Year 1 of a 5-year agreement to provide online access to FAS and TZ via its wide area network (WAN), for the period of July 1, 2018 through June 30, 2019, as approved by Business Services and Economic Development.	3,888.00	Unrestricted General Fund
2019CS501	Crystal Nasio Curriculum Consulting	Menifee, CA	For a not-to-exceed amount, to execute a comprehensive curriculum map of the Pharmacy Technician curriculum, for the period of January 3, 2019 through June 30, 2019, as approved by Health Sciences. ⁶	11,800.00	Restricted General Fund
2019CS520	Demontray Hankins	Rancho Cucamonga, CA	For a not-to-exceed amount, provide a keynote address for a foster youth student event on January 30, 2019, as approved by Special Populations and Equity. ⁷	2,500.00	Restricted General Funds
2019CS68	Educational Management Solutions	Murphys, CA	Amendment 1 to increase the not-to-exceed amount, for additional reclassification appeal request review services, as approved by Human Resources.	10,000.00	Unrestricted General Fund

¹ Funding for all contracts and change orders on this list are included in the 2018-2019 adopted district budgets.

² Funded by Physical Plant & Instructional Support Block grant budget.

³ Funded by Student Equity budget.

⁴ Funded by Strong Workforce budget and Economic Development grant funds.

⁵ Funded by Economic Development grant funds.

⁶ Funded by Economic Development grant funds.

⁷ Funded by Student Equity budget.

Contract Number	Vendor	City, State	Description of Service	Amount	Funding Source
2019CS65	Forsberg Consulting Services	Roseville, CA	Amendment 1 to increase the not-to-exceed amount, for additional professional consulting services, related to classification, compensation, general Human Resource and other ad hoc services, as approved by Human Resources.	\$12,000.00	Unrestricted General Fund
2019CS504	Foundation for California Community Colleges	Sacramento, CA	For a not-to-exceed amount, to provide capacity-building services, including strategic planning and through partnership, coaching and facilitation, and subject matter expertise to support the District's work in Student Services and Guided Pathways through the Career Ladders Project, for the period of July 1, 2018 through June 30, 2019, as approved by Student Services. ⁸	23,760.00	Restricted General Fund
2019CS528	Gloria Lucas	Irvine, CA	For a not-to-exceed amount, artist will be in attendance for the <i>Zine Fest</i> on March 6, 2019, as approved by Wignall Museum.	75.00	Unrestricted General Fund
14P23-15	HMC Architects	Ontario, CA	Amendment 2 to Project Assignment Agreement No. 15, to increase the not-to-exceed sum for the Vision 2025 Master Plan Addendum project, and to extend the finish date to June 30, 2019 as approved by Administrative Affairs.	57,665.00	Unrestricted General Fund
2019CS524	Isela Ortiz	Ontario, CA	For a not-to-exceed amount, artist will be in attendance for the <i>Zine Fest</i> on March 6, 2019, as approved by Wignall Museum.	75.00	Unrestricted General Fund
2019CS74	Jonathan Brian Fox	La Jolla, CA	Amendment 1 to increase the not-to-exceed amount, for additional grant liaison services, as approved by Economic Development. ⁹	25,743.00	Restricted General Fund
2019CS521	Juventino Monteon, Jr.	Rialto, CA	For a not-to-exceed amount, provide DJ services during the annual "Independent Scholars Day," on January 30, 2019, as approved by Special Populations and Equity. ¹⁰	500.00	Restricted General Fund
2018PW234	Knowland Construction Services, Inc.	Rancho Palos Verdes, CA	Amendment 2 to increase the not-to-exceed amount and to extend the term end date to June 30, 2019, to provide additional services as project engineer to work and support the inspector for the Measure L Build Out Project, as approved by Administrative Affairs.	56,160.00	Measure L Bond
2019CS527	Lauren Corralez	Rancho Cucamonga, CA	For a not-to-exceed amount, artist will be in attendance for the <i>Zine Fest</i> on March 6, 2019, as approved by Wignall Museum.	75.00	Unrestricted General Fund
2019CS529	Lilac Maldonado	West Hills, CA	For a not-to-exceed amount, artist will be in attendance for the <i>Zine Fest</i> on March 6, 2019, as approved by Wignall Museum.	75.00	Unrestricted General Fund
2019CS27	Markazan Romero	Highland, CA	Amendment 4 to increase the not-to-exceed amount, for additional training services for District's business clients and community partners, as approved by Economic Development. ¹¹	5,200.00	Restricted General Fund

⁹ Funded by Economic Development grant funds.

¹⁰ Funded by Student Equity budget.

¹¹ Funded by Strong Workforce budget and Economic Development grant funds.

2018PW40	RC Construction Services, Inc.	Rialto, CA	<p>Change Request 8 to increase the not-to-exceed amount for the Measure L Build-Out Projects. The Change Order (CO) includes:</p> <p>Museum Renovation (CO #7) – 1) to provide electrical power for the new fire alarm panel located in back workroom area of the Museum 2) to add and set rebar dowels into the existing block wall in the Museum patio area for complete tie in connection with the walkway ramp and the adjacent existing block wall 3) replacement of sink, located in the break room, to fit into the cut opening of the countertop 4) issue of credit for re-stripping of handicap parking stalls since re-stripping was completed during the solar parking lot project, resulting in a deduction.</p> <p>Campus Center Shade Structure (CO #6) – 1) thirty-day extension of contract due to construction delays not caused by the contractor and for unforeseen field conditions.</p> <p>Campus Center East Plaza (CO #5) – The following changes were made all due to unforeseen field conditions 1) new irrigation controller along with electrical power directly on the site 2) removal and replacement of storm drain piping 3) removal and replacement of existing light pole and fixture.</p> <p>Planetarium Renovation (CO #5) – 1) During the course of construction, two items came under review of the DSA field engineer, a) replacement of threshold at door 109 was required in order to be code compliant b) installation of custom sheet metal for the marker boards on the curved wall of the Planetarium.</p> <p>Theatre Wings Renovation (CO #8) – 1) due to unforeseen field conditions, this change was to investigate, locate, save off or remove existing power, data conduits and wires that are not required as a part of the new construction and not detailed on the plans. This scope of work was for the initial investigation work and will provide for a complete building with the new existing electrical work in the renovated wings to all be code compliant 2) due to unforeseen field conditions, to investigate, locate, safe off or remove existing power, data conduits and wires that are not required as part of the new construction and not detailed on the plans. This scope of work was for the west side section of the Theatre building 3) due to unforeseen field conditions, to investigate, locate, safe off or remove existing power, data conduits and wires that are not required as a part of the new construction and not detailed on the plans. This scope of work was for the east side section of the Theatre building 4) due to unforeseen field conditions, to investigate, locate, safe off or remove existing power, data conduits and wires that are not required as a part of the new construction and not detailed on the plans. This scope of work was for the installation of bond bushings and bonding wires for grounding of the existing panels as required by the current electrical code 5) to address a conflict with the electrical outlets and the required ADA height clearance of the mirrors in the Green Room 6) to relocate a fire alarm device in the back stage area of the Theatre 7) to address owner requested audio visual needs in three classrooms not previously detailed on plans 8) thirty-day extension of contract due to construction delays not caused by the</p>	\$153,092.00	Measure L Bond
----------	--------------------------------	------------	---	--------------	----------------

Contract Number	Vendor	City, State	Description of Service	Amount	Funding Source
			contractor and for unforeseen field conditions 9) addition of rubber threads, risers, and stringers on the stairwell. This Change Request was approved by Administrative Affairs.		
2019PW310	S&K Engineers	Monrovia, CA	For a not-to-exceed amount, to provide mechanical and electrical engineering services for the HVAC Retrofit Project, for the period of July 9, 2018 through June 30, 2019, as approved by Facilities Development. ¹²	\$69,000.00	Restricted General Fund
2019CS224	Sophia Brooks Henson	Corona, CA	Amendment 1 to increase the not-to-exceed amount, for additional training services for workers of District's business clients and community partners, as approved by Economic Development. ¹³	3,200.00	Restricted General Fund
2019CS506	Susana Rico	Portugal	For a not-to-exceed amount, provide a visiting artist talk during "Faster, Faster!" exhibition, on March 6, 2019, as approved by Wignall Museum.	150.00	Unrestricted General Fund
2019CS480	Test NDT LLC	Brea, CA	For a not-to-exceed amount, to deliver non-destructive testing and training to workers of District's business clients and community partners, for the period of January 2, 2019 through June 30, 2019, as approved by Economic Development. ¹⁴	20,000.00	Restricted General Fund
2019CS456	The Business Cavalry LLC	San Pedro, CA	For a not-to-exceed amount, to deliver training and performance-based testing to workers of District's business clients and community partners in the areas of but not limited to: leadership and workplace English, for the period of December 4, 2018 through June 30, 2019, as approved by Economic Development. ¹⁵	6,000.00	Restricted General Fund
2019CS515	The Eyes of Freedom	Grove City, OH	For a not-to-exceed amount, to exhibit the "Lima Company Memorial" art memorial, for the period of April 22, 2019 through April 25, 2019, as approved by Special Populations and Equity. ¹⁶	8,600.00	Restricted General Fund
2019CS516	Ulysses Mora-Rodriguez	Riverside, CA	For a not-to-exceed amount, artist will be in attendance for the <i>Zine Fest</i> on March 6, 2019, as approved by Wignall Museum.	75.00	Unrestricted General Fund

List reflects contracts entered into and change orders to existing contracts for the month of February 2019.¹⁷

¹² Funded by Physical Plant & Instructional Support Block grant budget.

¹³ Funded by Economic Development grant funds.

¹⁴ Funded by Economic Development grant funds.

¹⁵ Funded by Economic Development grant funds.

¹⁶ Funded by Student Equity budget.

¹⁷ Funding for all contracts and change orders on this list are included in the 2018-2019 adopted district budgets.

CHAFFEY COMMUNITY COLLEGE

WARRANT REGISTER REPORT

FOR THE MONTH OF FEBRUARY 2019

GENERAL FUNDS (10)

PAYROLL	7,065,921.93	
COMMERCIAL	<u>4,792,955.19</u>	
TOTAL FUND (10)		11,858,877.12

SCHEDULED MAINTENANCE FUND (42) 17,599.82

BUILDING FUND (40) 164,110.02

EARLY RETIREMENT FUND (61) 1,006.94

VACATION LIABILITY (69) -

CAPITAL OUTLAY PROJECT FUND (41) 59,414.54

CHILD DEVELOPMENT FUND (33)

PAYROLL	85,197.56	
COMMERCIAL	<u>132,555.69</u>	
TOTAL FUND (33)		217,753.25

TOTAL ALL FUNDS **\$ 12,318,761.69**

PAYROLL WARRANT/ADVICE NUMBERS

125217-125339 400753-402706

COMMERCIAL WARRANT NUMBERS

1013330-1013454 1712581-1714063 *(1712580 voided)*

PURCHASE ORDER NUMBERS

BPO's	13873-13891	\$	161,406.12	
PO's	51678-51872	\$	687,090.70	<i>(51677 voided)</i>