



**SAN DIEGO
COMMUNITY COLLEGE
DISTRICT**

**Thursday, June 15, 2023
Regular Board Meeting**

**San Diego Community College District
Public Meeting of the Board of Trustees**

**Charles W. Patrick Building
District Office
3375 Camino del Rio South
Rooms 235-255, 300
San Diego CA 92108**

This agenda includes:

1:30 p.m. Call to Order – Room 235-255, followed by Closed Session – Room 300

4:00 p.m. Regular Business Meeting – Room 235-255

DISCLAIMER: If changes are necessary, the San Diego Community College District reserves the right to effect them up until 72 hours in advance of the posted Board meeting.

In compliance with the Americans with Disabilities Act, the San Diego Community College District will make every effort to honor requests for reasonable accommodations made by individuals with disabilities. [ADA TITLE II, SEC. 202. 42 USC 12132] If you need an accommodation, please email iso@sdccd.edu 72 hours prior to the scheduled meeting.

SUGGESTED ORDER OF BUSINESS

1. Call to Order

Subject	1.01 Call Meeting to Order, Room 235-255
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Procedural

1. Call to Order

Subject	1.02 Approval of Remote Trustee Attendance for "Emergency Circumstance" if Necessary
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	No
Recommended Action	BE IT RESOLVED, that the Governing Board approves the remote attendance of trustee _____ in accordance with Assembly Bill 2449.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

The San Diego Community College District Board of Trustees is subject to the Ralph M. Brown Act (Brown Act), which is codified in Government Code section 54950 et seq. The Brown Act requires public agencies' legislative bodies to conduct their business at open and public meetings except in limited circumstances. The Brown Act was recently amended by Assembly Bill (AB) 2449, which is scheduled to sunset on January 1, 2026. Under AB 2449, trustees may participate remotely in Board meetings (using both audio and visual technology) without publicly posting their in-person address under limited circumstances.

The Board must take action to approve emergency circumstance requests, if any are received by the Board, at the beginning of each Board meeting. To ensure compliance with the notice requirements of AB 2449, the Board will maintain an AB 2449 standing agenda item for each meeting. (See item #3 on the attached document for more information.)

1. Identify Just Cause submissions, if any.

Pursuant to AB 2449, a trustee may attend the Board meeting remotely with a qualifying Just Cause. Just Cause includes a childcare or caregiving need, a contagious illness that prevents a trustee from attending in person, a need related to a qualifying physical or mental disability, and travel while on official business of the Board or another state or local agency. The Board will identify any Just Cause submissions received for the current Board meeting.

2. Consider and take action on Emergency Circumstance requests, if any.

Pursuant to AB 2449, a trustee may attend the Board meeting remotely with a qualifying Emergency Circumstance and Board approval. Emergency Circumstance means a physical or family medical emergency that prevents the trustee from attending in person. The Board will identify any Emergency Circumstance requests received for the current Board meeting, provide a general description of the circumstances, and take action to approve or deny the request.

3. Disclosure of individuals present at remote locations, if any, pursuant to AB 2449.

A trustee attending a Board meeting remotely under AB 2449 must publicly disclose whether any other individuals 18 years of age or older are present in the room at the remote location with the trustee, and the general nature of the member's relationship with any such individuals. Any trustee attending the current Board meeting remotely under AB 2449 will make this public disclosure.

4. Voting pursuant to AB 2449.

All votes taken during a teleconferenced meeting shall be by rollcall.

File Attachments

[SDCCD-Board Meeting Attendance Options for Trustees 2023.pdf \(218 KB\)](#)

1. Call to Order

Subject	1.03 Announcement of and Public Comment on Closed Session Items
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Procedural

Members of the public may be present to hear the closed session announcements and will be given an opportunity to speak on any closed session items at this time. Persons wishing to address the Board under this item should fill out a Request for Presentation card, available near the entrance or from the Board secretary.

1. Call to Order

Subject **1.04 Adjourn to Closed Session, Room 300**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

2. Closed Session

Subject **2.01 Confer with labor negotiator Gregory Smith, Acting Chancellor (pursuant to Government Code Section 54957.6).**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Closed Session

Bargaining/Meet-and-Confer Units under Consideration:

- a. AFT Guild Local 1931 College & Continuing Education Faculty;
- b. AFT Guild Local 1931 Classified Unit;
- c. AFT Guild Local 1931 Non-Academic Non-Classified Employees;
- d. AFT Guild Local 1931 Naval Technical Training Program (San Diego);
- e. POA - Police Officers Association;
- f. Management Association;
- g. SPAAP - Supervisory & Professional Administrators Association;
- h. ACE - Association of Confidential Employees; and,
- i. Technical Instructors Bargaining Organization (Corry Station, FL).

2. Closed Session

Subject **2.02 Confer with or receive advice from legal counsel (pursuant to Government Code Section 54956.9(d)(1)) concerning pending litigation. There is one (1) item for discussion.**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Closed Session

Confer with or receive advice from legal counsel (pursuant to Government Code Section 54956.9(d)(1)) concerning pending litigation. There is one (1) item for discussion.

2. Closed Session

Subject **2.03 Employment/Public Employee Appointment/Discipline/Dismissal/Release.**
There is one (1) item for discussion (pursuant to Government Code Section 54957).

Meeting Jun 15, 2023 - Regular Board Meeting

Type Closed Session

Employment/Public Employee Appointment/Discipline/Dismissal/Release. There is one (1) item for discussion (pursuant to Government Code Section 54957).

2. Closed Session

Subject **2.04 Removal/Suspension/Expulsion of a Student (pursuant to California Education Code Section 72122, and 20 U.S.C. Section 1232g). There is one (1) item to discuss.**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Closed Session

Confer with or receive advice from legal counsel (pursuant to Government Code Section 54956.9(d)(1)) concerning pending litigation. There is one (1) item for discussion.

2. Closed Session

Subject **2.05 Administrator Employment Contracts (pursuant to Government Code Section 54957(b)(1)), the titles of which are President, Vice President, Vice Chancellor, Associate Vice Chancellor, General Counsel, and other Executive Management Positions.**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Closed Session

Administrator Employment Contracts (pursuant to Government Code Section 54957(b)(1)), the titles of which are President, Vice President, Vice Chancellor, Associate Vice Chancellor, General Counsel, and other Executive Management Positions.

2. Closed Session

Subject **2.06 Chancellor Search (pursuant to Government Code Section 54957).**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Closed Session

Chancellor Search (pursuant to Government Code Section 54957).

3. Open Session Organizational Items

Subject **3.01 Reconvene Open Session, Room 235-255**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

3. Open Session Organizational Items

Subject **3.02 Pledge of Allegiance**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

3. Open Session Organizational Items

Subject **3.03 Report of Action in Closed Session (if applicable)**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

3. Open Session Organizational Items

Subject **3.04 Administration of Oath of Office for Student Trustees**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

Diego Bethea – City College;
Ixchel Valencia Diaz - Mesa College;
Namod Pallek - Miramar College; and
Adriana Dos Santos – College of Continuing Education

By Board President Maria Nieto Senour

4. Approval of Minutes

Subject **4.01 Minutes of the May 11, 2023, Board Meeting - 2:50 p.m.**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Minutes

4. Approval of Minutes

Subject **4.02 Minutes of the May 22, 2023, Special Board Meeting - 3:00 p.m.**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Minutes

4. Approval of Minutes

Subject **4.03 Minutes of the May 30, 2023, Special Board Meeting - 11:00 a.m.**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Minutes

4. Approval of Minutes

Subject **4.04 Minutes of the June 1, 2023, Special Board Meeting - 11:30 a.m.**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Minutes

5. Development of the Consent Calendar

Subject **5.01 Call for Removal of Items from the Agenda**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

5. Development of the Consent Calendar

Subject **5.02 Board Development of Consent Calendar**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

5. Development of the Consent Calendar

Subject **5.03 Call for Academic Senates' Agenda Items for Discussion**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

5. Development of the Consent Calendar

Subject	5.04 Adoption of Consent Calendar
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	Recommend Approval of Consent Calendar as Developed.
Motion & Voting	Recommend Approval of Consent Calendar as Developed. Motion by Mary Graham, second by Craig Milgrim. Final Resolution: Motion Carries Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee Not Present at Vote: Geysil Arroyo

6. Public Comment

Subject 6.01 Public Comments Guidelines

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

If there are any members of the audience who wish to address the Board, please complete a "Request for Public Presentation" card located at the back of the room, or from the Board recording secretary. If anyone participating remotely would like to make public comment, please email Boardoffice@sdccd.edu for further direction.

Individual speakers are reminded to keep their remarks to 5 minutes, or no more than a total of 20 minutes for a group speaking on the same subject.

Public comment on items listed on the Board meeting agenda shall be heard prior to Board action on the item. Each presentation shall be limited to five minutes (a total of twenty minutes on the same subject) unless this time limit is waived by action of the Board.

Public comment on matters not listed on the Board meeting agenda shall be heard during the PUBLIC COMMENTS section of the Board meeting for Regular Board meetings only; for Special Meetings and Retreats, comments are only allowed for items on the posted agenda.

In accordance with Education Code Section 72121.5, the Board shall take no action on such matters, other than an action of referral. At the Board's request, the Chancellor will provide written responses to your questions as soon as possible after the Board meeting.

The Board requests that speakers focus their comments on issues and not on individuals.

7. Collective Bargaining

Subject	7.01 Call For Presentations (if any) By Exclusive Agent(s) Representing Employees.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Procedural

7. Collective Bargaining

Subject	7.02 Public Response to Initial Proposal(s) of Employee Organizations.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Procedural

7. Collective Bargaining

Subject **7.03 Announcement(s) of Proposed Tentative Agreement(s) Between the District and Exclusive Agents Representing Employees.**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

The District has reached a tentative agreement with the AFT Guild, Local 1932 Faculty Unit for a 2023-2026 successor collective bargaining agreement. The TA has been ratified by a majority vote of AFT Faculty Unit members. The District recommends the Board of Trustees approve the successor CBA which will be effective July 1, 2023.

File Attachments

[SDCCD Faculty CBA TENTATIVE AGREEMENT 05212023.pdf \(2,895 KB\)](#)

7. Collective Bargaining

Subject **7.04 Announcement(s) of Agreement(s) Between the District and Exclusive Agents Representing Employees.**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

8. Reports

Subject	8.01 Report on Communications/Statewide & Legislative Issues - Chancellor
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Procedural

8. Reports

Subject **8.02 Report of the Trustees**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

8. Reports

Subject **8.03 Report of the Chancellor**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

9. Board Policies

Subject	9.01 Consideration and adoption of revisions to a Chapter 3 – General Institution Board Policy (First Reading 5/11/23). These revisions are part of a comprehensive six-year review to ensure currency.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	No
Recommended Action	Consideration and adoption of revisions to a Chapter 3 – General Institution Board Policy (First Reading 5/11/23). These revisions are part of a comprehensive six-year review to ensure currency.

ISSUE OF STATEMENT/PURPOSE

Background and Purpose:

On January 19, 2016, the Chancellor's Cabinet and the District Governance Council approved a formal process for developing and revising Board Policies and Administrative Procedures. The formal process includes ongoing review and updates based upon changes in Federal and State law and district business process and a comprehensive review every six years to ensure currency.

Attached is one Board of Trustees Board Policy being proposed for revision as part of the Board's ongoing 6-year comprehensive review of all Board policies and procedures.

Category 2: New and/or revisions to policies and/or procedures in response to legal and/or regulatory requirements.

- **BP 3725 (formerly BP 3108) Information and Communications Technology Accessibility & Acceptable Use:** This policy was reviewed for currency and updated to align with current practice and legal requirements and to add additional references to Section 504 of the Rehabilitation Act of 1973, California Government Codes sections, and Federal Regulations.

The policy has been reviewed by the Chancellor's Cabinet and the District Governance Council.

After the Board approves the revised Board of Trustees policy, all related procedures that implement and/or enforce policies will be reviewed and updated.

File Attachments

[BP 3725 \(marked up\).pdf \(364 KB\)](#)
[BP 3725 \(clean version\).pdf \(147 KB\)](#)

Motion & Voting

Consideration and adoption of revisions to a Chapter 3 – General Institution Board Policy (First Reading 5/11/23). These revisions are part of a comprehensive six-year review to ensure currency.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

9. Board Policies

Subject	9.02 Consideration and adoption of revisions to Chapter 4 – Instructional Services Board Policies (First Reading 5/11/23). These revisions are part of a comprehensive six-year review to ensure currency.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	No
Recommended Action	Consideration and adoption of revisions to Chapter 4 – Instructional Services Board Policies (First Reading 5/11/23). These revisions are part of a comprehensive six-year review to ensure currency.

ISSUE OF STATEMENT/PURPOSE

Background and Purpose:

On January 19, 2016, the Chancellor's Cabinet and the District Governance Council approved a formal process for developing and revising Board Policies and Administrative Procedures. The formal process includes ongoing review and updates based upon changes in Federal and State law and district business process and a comprehensive review every six years to ensure currency.

Four Board of Trustees Board Policies are being proposed for revision as part of the Board's ongoing 6-year comprehensive review of all Board policies and procedures.

Category 2: New and/or revisions to policies and/or procedures in response to legal and/or regulatory requirements.

- **BP 4225 (formerly BP 3910) (split) Course Repetition and Grade Alleviation:** The policy was updated to separate one policy into two policies per CCLC requirement, to remove the information contained in the corresponding Administrative Procedure, and to include the required statement that under certain circumstances, a standard grade can be repeated.
- **BP 4231 (New) Grade Changes:** The policy was created to align with CCLC requirements.
- **BP 4240 (formerly BP 3910) (split) Academic Renewal:** The policy was updated to separate one policy into two policies per CCLC requirement and remove the information in the corresponding Administrative Procedure.

Category 3: Technical and/or non-substantive revisions to policies and/or procedures, such as reference updates, title changes, or policies and procedures that are being reviewed for currency but not undergoing significant revision.

- **BP 4230 Grading and Academic Record Symbols:** This policy was updated to reflect additions to Title 5 regulations.

These policies have been reviewed by the Chancellor's Cabinet and the District Governance Council.

After the Board approves the revised Board of Trustees policy, all related procedures that implement and/or enforce policies will be reviewed and updated.

File Attachments

- [BP 4225 \(formerly BP 3910-split\) \(marked up\).pdf \(343 KB\)](#)
- [BP 4231 \(new\) \(marked up\).pdf \(356 KB\)](#)
- [BP 4230 \(marked up\).pdf \(358 KB\)](#)
- [BP 4240 \(formerly BP 3910-split\) \(marked up\).pdf \(195 KB\)](#)
- [BP 4225 \(formerly BP 3910 - split\) \(clean version\).pdf \(117 KB\)](#)

[BP 4231 \(new\) \(clean version\).pdf \(140 KB\)](#)
[BP 4230 \(clean version\).pdf \(140 KB\)](#)
[BP 4240 \(formerly BP 3910 - split\) \(clean version\).pdf \(118 KB\)](#)

Motion & Voting

Consideration and adoption of revisions to Chapter 4 – Instructional Services Board Policies (First Reading 5/11/23). These revisions are part of a comprehensive six-year review to ensure currency.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

9. Board Policies

Subject	9.03 Consideration and adoption of revisions to Chapter 5 – Student Services Board Policies (First Reading 5/11/23). These revisions are part of a comprehensive six-year review to ensure currency.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	No
Recommended Action	Consideration and adoption of revisions to Chapter 5 – Student Services Board Policies (First Reading 5/11/23). These revisions are part of a comprehensive six-year review to ensure currency.

ISSUE OF STATEMENT/PURPOSE

Background and Purpose:

On January 19, 2016, the Chancellor's Cabinet and the District Governance Council approved a formal process for developing and revising Board Policies and Administrative Procedures. The formal process includes ongoing review and updates based upon changes in Federal and State law and district business process and a comprehensive review every six years to ensure currency.

Attached are eight Board of Trustees Board Policies being proposed for revision as part of the Board's ongoing 6-year comprehensive review of all Board policies and procedures.

Category 2: New and/or revisions to policies and/or procedures in response to legal and/or regulatory requirements.

- **BP 3002 (to delete) Student Enrollment:** This is a request to delete the policy. It is a duplicate/outdated version of BP 5052 and BP 5055.
- **BP 5140 (formerly BP 3105) – Support Services, Programs, and Disability Discrimination Procedures for Students with Disabilities:** The policy was updated to address timely responses to accommodation requests and to update references.

Category 3: Technical and/or non-substantive revisions to policies and/or procedures, such as reference updates, title changes, or policies and procedures that are being reviewed for currency but not undergoing significant revision.

- **BP 5052 Open Enrollment:** This policy was updated to combine BP 3002 - Student Enrollment information.
- **BP 5055 Enrollment Priorities:** This policy was updated to conform to CCLC requirements and to combine information from BP 3002 - Student Enrollment.
- **BP 5110 Counseling:** This policy was updated with minor technical edits.
- **BP 5150 – Extended Opportunity Programs and Services (EOPS):** This policy was updated with minor technical edits.
- **BP 5200 – Student Health Services:** This policy was updated with minor technical edits.
- **BP 5205 – Student Accident Insurance:** This policy was updated to include current information.

These policies have been reviewed by the Chancellor's Cabinet and the District Governance Council.

After the Board approves the revised Board of Trustees policy, all related procedures that implement and/or enforce policies will be reviewed and updated.

File Attachments

[BP 3002 \(to be deleted\).\(marked up\).pdf \(228 KB\)](#)
[BP 5140 \(formerly BP 3105\) \(marked up\).pdf \(363 KB\)](#)
[BP 5052 \(marked up\).pdf \(343 KB\)](#)
[BP 5055 \(marked up\).pdf \(342 KB\)](#)
[BP 5110 \(marked up\).pdf \(339 KB\)](#)
[BP 5150 \(marked up\).pdf \(320 KB\)](#)
[BP 5200 \(marked up\).pdf \(321 KB\)](#)
[BP 5205 \(marked up\).pdf \(342 KB\)](#)
[BP 5140 \(formerly BP 3105\) \(clean version\).pdf \(146 KB\)](#)
[BP 5052 \(clean version\).pdf \(116 KB\)](#)
[BP 5055 \(clean version\).pdf \(116 KB\)](#)
[BP 5110 \(clean version\).pdf \(121 KB\)](#)
[BP 5150 \(clean version\).pdf \(97 KB\)](#)
[BP 5200 \(clean version\).pdf \(96 KB\)](#)
[BP 5205 \(clean version\).pdf \(113 KB\)](#)

Motion & Voting

Consideration and adoption of revisions to Chapter 5 – Student Services Board Policies (First Reading 5/11/23). These revisions are part of a comprehensive six-year review to ensure currency.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

10. New Business

Subject	10.01 Termination of the COVID-19 related resolutions adopted on March 12, 2020, September 23, 2021, and June 9, 2022, effective immediately.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Recommended Action	Termination of the COVID-19 related resolutions adopted on March 12, 2020, September 23, 2021, and June 9, 2022, effective immediately.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

On March 12, 2020, the Board of Trustees adopted a resolution to declare emergency conditions in response to the threat of COVID 19 (Attachment A). The resolution declared the COVID-19 pandemic a public health emergency and directed the Chancellor to take actions necessary to continue District operations and preserve the health and safety of the District's students and employees.

On September 23, 2021, the Board of Trustees adopted another resolution which, in part, enacted a vaccine requirement for students, employees, and visitors (Attachment B).

Throughout the 2021-2022 year, the District implemented a phased-in reopening, resuming in-person work, instruction, and student services districtwide while monitoring the risk and spread of COVID-19. On June 9, 2022, the District addressed the impact to students in learning loss and disengagement by adopting a resolution to (in part) terminate the COVID-19 Vaccination Requirement for students (Attachment C).

Since that time, the District has methodically reviewed case rates and evolving measures from the California Department of Public Health (CDPH) and the California Occupational Safety and Health Act (CalOSHA) who provide updated guidance related to COVID-19.

Effective April 3, 2023, vaccine and mask mandates were no longer required for healthcare workers, ending two of the remaining COVID-19 mandates CDPH had in place. This latest update aligns with the end of the COVID-19 State of Emergency for California which ended on February 28, 2023 and the COVID-19 national and public health emergency declarations which end on May 11, 2023.

Based on the aforementioned information, it is recommended that the Board officially rescind the resolutions of March 12, 2020, September 23, 2021, and June 9, 2022, and officially eliminate the COVID-19 vaccination requirement for employees and all others effective immediately, except where required for specific programs and services by appropriate legal authorities.

File Attachments

[ATTACHMENT A SIGNED SDCCD Resolution re Emergency 03-12-20.pdf \(354 KB\)](#)

[ATTACHMENT B Signed SDCCD COVID Vaccine Requirement Resolution 20210923.pdf \(264 KB\)](#)

[ATTACHMENT C Signed Board of Trustees COVID-19 Mitigation Program Resolution 20220609.pdf \(53 KB\)](#)

Motion & Voting

Termination of the COVID-19 related resolutions adopted on March 12, 2020, September 23, 2021, and June 9, 2022, effective immediately.

Motion by Craig Milgrim, second by Mary Graham.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

10. New Business

Subject	10.02 Consideration and adoption of a resolution to excuse Trustee Geysil Arroyo from attendance at the June 15, 2023, Board Meeting due to a hardship, but compensate her therefore in accordance with Section 72024(d) of the California Education Code.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Recommended Action	Consideration and adoption of a resolution to excuse Trustee Geysil Arroyo from attendance at the June 15, 2023, Board Meeting due to a hardship, but compensate her therefore in accordance with Section 72024(d) of the California Education Code.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

California Education Code, Section 72024(d) states, "A member may be paid for any meeting when absent if the board, by resolution duly adopted and included in its minutes, finds that, at the time of the meeting, he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. The compensation shall be a charge against the funds of the district."

File Attachments

[Resolution-Excuse Trustee Absence-due to hardship.pdf \(87 KB\)](#)

Motion & Voting

Consideration and adoption of a resolution to excuse Trustee Geysil Arroyo from attendance at the June 15, 2023, Board Meeting due to a hardship, but compensate her therefore in accordance with Section 72024(d) of the California Education Code.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

10. New Business

Subject	10.03 Consideration and adoption of a resolution to support the End of Oil Extraction in California as supported by the Associated Student Government bodies at San Diego City, Mesa, and Miramar Colleges.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	No
Recommended Action	Consideration and adoption of a resolution to support the End of Oil Extraction in California as supported by the Associated Student Government bodies at San Diego City, Mesa, and Miramar Colleges.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

In recent years, Youth v. Oil, a local campaign dedicated to halting oil drilling, has championed a resolution urging Governor Newsome to take decisive climate action and stop issuing new oil and gas extraction permits. This resolution has gained support from prestigious institutions such as the University of California, Santa Barbara, University of California, Berkeley, University of California, Riverside, along with the San Diego City Council. Most recently, through the effort of a passionate group of students throughout the district, the Associated Student Governments of San Diego City College, San Diego Mesa College, and San Diego Miramar College have also passed the resolution, demonstrating their commitment to the cause.

The resolution (Attachment A) called the Resolution in Support of Ending Oil Extraction, emphasizes the urgent nature of climate change and comprehensively outlines the efforts made by the San Diego Community College District (SDCCD) to promote environmental sustainability. It seeks the active engagement of Governor Newsom in pursuing the following actions:

- Stop issuing new oil and gas extraction permits and initiate the gradual phasing out of existing oil wells.
- Establish safety set-back zones of 3,200 ft between oil extraction sites and our residential areas, educational institutions, and workplaces.
- Develop and implement a concrete, comprehensive, and equitable plan to bring an end to oil drilling in California.

The resolution recognizes the critical role that Governor Gavin Newsom plays in shaping policies and making decisions that have a profound impact on the environment and the well-being of Californians. By urging him to take these actions, the resolution aligns with the collective voice of concerned individuals and influential organizations seeking a sustainable and just future.

File Attachments

[SDCCD Resolution in Opposition to Oil Extraction.pdf \(212 KB\)](#)
[Signed SDCCD Resolution in Opposition to Oil Extraction.pdf \(282 KB\)](#)

Motion & Voting

Consideration and adoption of a resolution to support the End of Oil Extraction in California as supported by the Associated Student Government bodies at San Diego City, Mesa, and Miramar Colleges.

Motion by Craig Milgrim, second by Bernie Rhinerson.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

11. Instructional Services

Subject	11.01 Consideration and approval of new or revised courses and programs.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	No
Recommended Action	Consideration and approval of new or revised courses and programs.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

Sections 55002, 55130, and 55150 of Title 5 requires the local district governing board to approve degree-applicable credit courses, noncredit courses, non-degree applicable credit course, community services offerings, and credit and noncredit programs.

The following curriculum changes are proposed for the San Diego Community College District: City College, San Diego Mesa College, San Diego Miramar College, or San Diego College of Continuing Education.

New Programs

San Diego City College

Fundamentals of Accounting, Certificate of Performance
Fundamentals of Economics, Certificate of Performance
Fundamentals of Marketing, Certificate of Performance

San Diego Mesa College

Digital Storytelling, Certificate of Achievement
Visual Communication, Certificate of Achievement
Health and Wellness Coaching, Certificate of Achievement

Program Deactivations

San Diego Mesa College

Liberal Arts and Sciences: Social and Behavioral Sciences-Psychology, Associate of Arts
Liberal Arts and Sciences: Science Studies-Psychology, Associate of Arts
Physical Sciences, Certificate of Achievement

Program Revisions

San Diego City College

Accounting, Associate of Science
Liberal Arts and Sciences: Visual and Performing Arts, Associate of Arts
Liberal Arts and Sciences: Scientific Studies in Biological Science, Associate of Arts
Certified Public Accountant Preparatory Program, Certificate of Performance
Small Business Management, Associate of Science
Small Business Management, Certificate of Achievement
Management and Team Building, Certificate of Performance

San Diego Mesa College

Anthropology, Associate of Arts
Honors Global, Competencies Certificate of Achievement

Music Studies, Associate of Arts
Music Technology, Certificate of Achievement
Music Technology, Associate of Arts
Engineering, Certificate of Achievement
Engineering, Associate of Science
Physics, Associate of Science
Physics, Certificate of Achievement
Physical Therapist, Assistant Associate of Science

New Courses

San Diego College of Continuing Education
ABED 445— Supervised Tutoring

San Diego City College
AODS 155— Culturally Informed Practices

San Diego Mesa College
AAPI 125— Asian American and Pacific Islander Identities and Cultures
AAPI 130— Asian American and Pacific Islander Women
ENGE 211— Properties of Materials - Laboratory
PHYS 19— Introductory Physics Preparation
PSYC 255L— Introduction to Psychological Research Laboratory
PSYC 259R— Statistics Laboratory Using R
PSYC 260L— Introduction to Physiological Psychology Laboratory

Course Deactivations

Justification: The following courses are no longer offered at the college(s).

San Diego City College
BUSE 230A— Beginning Small Business Operation
BUSE 230B— Intermediate Small Business Operation
BUSE 230C— Advanced Small Business Operation
CBTE 94— Introduction to Computer Keyboarding
CBTE 95— Keyboarding Skill Development
CBTE 114— Introduction to Microsoft Windows
CBTE 120— Beginning Microsoft Word
CBTE 154—Microsoft Project
CBTE 270— Work Experience
GERM 290- Independent Study
SPAN 86A— Spanish for Law Enforcement Officers

San Diego Miramar College
ENGL 42— College Reading and Study Skills I
ENGL 43— English Review

San Diego City College, San Diego Mesa College, and San Diego Miramar College
MATH 38— Pre-Algebra and Study Skills
MATH 46—Elementary Algebra and Geometry

File Attachments

[Agenda Item 06.15.2023.pdf \(311 KB\)](#)
[Narrative 06.15.2023_Final.pdf \(1,674 KB\)](#)

Motion & Voting

Consideration and approval of new or revised courses and programs.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

11. Instructional Services

Subject	11.02 In the matter of the District's Allied Health Occupation Programs, authority is requested to enter into agreements with healthcare agencies for the use of clinical facilities by students enrolled in the District's Allied Health Occupation Programs during the 2022-2023 fiscal year.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	In the matter of the District's Allied Health Occupation Programs, authority is requested to enter into agreements with healthcare agencies for the use of clinical facilities by students enrolled in the District's Allied Health Occupation Programs during the 2022-2023 fiscal year.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Several health occupation programs require laboratory/clinical experience that cannot be provided in a classroom. Therefore, the District contracts with outside agencies for the use of appropriate facilities in which students may satisfy these laboratory/clinical requirements.

2. Terms of Agreement:

The new agreements will go into effect upon approval and will remain in force with automatic renewal yearly thereafter, or until the new expiration date.

Facility	Allied Health Program	Expiration Date or Automatic Renewal
Palomar Health	Dental Assisting, Emergency Medical Technician, Health Information Technology, Health Information Management, Medical Assisting, Medical Laboratory Technology, Neurodiagnostic Technology, Nursing, Phlebotomy, Physical Therapist Assisting, Radiological Technology, Healthcare Careers	August 20,2026

Facility	Allied Health Program	Expiration Date or Automatic Renewal
San Ysidro Health	Dental Assisting, Emergency Medical Technician, Health Information Technology, Health Information Management, Medical Assisting, Medical Laboratory Technology, Neurodiagnostic Technology, Nursing, Phlebotomy, Physical Therapist Assisting, Radiological Technology, Healthcare Careers	May 30, 2028
Scripps Health	Emergency Medical Technician, Health Information Technology, Health Information Management, Medical Assisting, Nursing, Phlebotomy, Physical Therapist Assisting, Radiological Technology, Neurodiagnostic Technology	June 30, 2026

File Attachments

[EducationalServices_CEWD_Clinical_AffAgr_PalomarHealth_061523.pdf \(361 KB\)](#)
[EducationalServices_CEWD_Clinical_AffAgr_SanYsidro_Health_061523.pdf \(425 KB\)](#)
[EducationalServices_CEWD_Clinical_AffAgr_ScrippsHealth_061523.pdf \(940 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

12. Student Services

Subject	12.01 Authority for students at City College, Mesa College, Miramar College, and the College of Continuing Education to travel for purposes of intercollegiate team competition, tournaments, approved out of season competition, student leadership, academic program competition, and related activities from July 1, 2023, through June 30, 2024.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Authority for students at City College, Mesa College, Miramar College, and the College of Continuing Education to travel for purposes of intercollegiate team competition, tournaments, approved out of season competition, student leadership, academic program competition, and related activities from July 1, 2023, through June 30, 2024.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Title 5 of the California Code of Regulations authorizes student travel in connection with courses of instruction related to social, educational, cultural, athletic, and band activities.

The colleges encourage student participation in various co-curricular activities related to instructional programs, including athletics, speech and debate, dramatic and performing arts, journalism, and other academic program competition. Participation in these activities often includes tournaments and competitions, both in season and approved out of season play, and other events requiring student travel. The students at the colleges also participate in student leadership activities often involving student travel. All students who travel are required to sign a student release waiver and appropriate travel documents prior to departure. In addition, all students who travel are accompanied and supervised by a District employee.

2. Cost and Funding:

The cost of travel will be paid by the college budget. There will be no additional cost to the District.

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

12. Student Services

Subject	12.02 Review of 2024 Accreditation Institutional Self-Evaluation Reports for City College, Mesa College and Miramar College.
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Meeting Jun 15, 2023 - Regular Board Meeting

Type Information

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

American colleges and universities operate under a regional accreditation system through which reciprocal agreements allow for the transfer of credit and authorize the receipt of federal and state funding. San Diego City College, Mesa College, and Miramar College are accredited by the Western Association of Schools and Colleges (WASC) Accrediting Commission for Community and Junior Colleges (ACCJC). Each accredited institution is expected to undergo a periodic evaluation to assess itself in terms of the standards of the Accrediting Commission. The Accrediting Commission requires a comprehensive review and evaluation of community colleges for reaffirmation of accreditation every seven years.

City, Mesa, and Miramar Colleges underwent a comprehensive review in 2017 and their accreditation was reaffirmed.

In 2021, the colleges filed Midterm Reports providing evidence of progress for the recommendations selected for emphasis by the Commission in accordance with standard operating procedures. The Midterm Reports were reviewed and accepted by the Board of Trustees on March 12, 2021. All the colleges were found to have made progress on implementing their plans and improving outcomes related to student achievement by the commission.

The ACCJC accreditation standards align with current higher education practices, including state and federal regulations, and ensure transparency and academic quality in educational institutions. These four standards are:

- Standard I: Mission, Academic Quality and Institutional Effectiveness and Integrity
- Standard II: Student Learning Programs and Support Services
- Standard III: Resources
- Standard IV: Leadership and Governance

The colleges have completed their comprehensive institutional self-evaluations. The process involved hundreds of faculty, staff and students and culminated in Institutional Self-Evaluation Reports.

The reports have been thoroughly vetted by all constituent groups at each institution and represent the culmination of a collaborative, thorough process. In addition, the reports have been reviewed by the Board Subcommittee on Student Success and Accreditation. Copies of the Institutional Self-Evaluation Reports have been provided to the Board and will be submitted to the Commission in August.

The next component of the accreditation process for the colleges will be an on-site visit by a team of peers at each institution on February 26, 2024. The final component of the process will be a review and decision on the institution's accreditation by ACCJC and the Commission on Schools.

File Attachments

[SDCCD_BOT_2023_ISER REVIEW June 15 2023.pdf \(2,664 KB\)](#)

13. Budget and Finance

Subject **13.01 Consideration and Adoption of the Tentative Budget FY 2023-24.**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Action

Recommended Action Consideration and Adoption of the Tentative Budget FY 2023-24.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The Board of Trustees adoption of the FY 2023-2024 Tentative Budget for all District funds will provide an operational budget as of July 1, 2023, in order to meet the requirements of Section 58305, Title 5, of the California Code of Regulations, which requires the annual Tentative Budget to be submitted to the County Superintendent of Schools by July 1st.

The FY 2023-24 Tentative Budget is provided in the attached PowerPoint, which will be presented to the Board of Trustees for approval at the meeting.

2. Cost and Funding:

Adoption of the FY 2023-2024 Tentative Budget will authorize the following:

A total District Budget of \$1,288,286,056 including income, appropriations, and expenses for all District funds as contained in the attached Tentative Budget PowerPoint.

File Attachments

[FY23.24 Tentative Budget Book.pdf \(5,709 KB\)](#)

[FY 2023-24 Tentative Budget GB Presentation 6.15.final.pdf \(6,227 KB\)](#)

Motion & Voting

Consideration and Adoption of the Tentative Budget FY 2023-24.

Motion by Craig Milgrim, second by Bernie Rhinerson.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.02 In the matter of the Mathematics, Engineering, Science Achievement (MESA) Grant awarded to San Diego City College from the California Community College Chancellor's Office (CCCCO), authority is requested to: 1. Enter into a revised (augmented) multi year agreement with the CCCCO through June 30, 2027, in the amount of \$1,721,177, per Grant Amendment #2; 2. Augment the approved 2021 2022 General Fund Restricted Budget from \$223,077 to \$321,177; augment the approved 2022 2023 General Fund Restricted Budget from \$141,289 to \$280,000, and transfer the augmented budgets to the 2023-2024 General Fund Restricted Budget; and 3. Accept, budget and spend \$280,000 in the General Fund Restricted Budgets for 2023-2024, 2024-2025, 2025-2026, and 2026-2027.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$1,721,177.00
Budgeted	No
Budget Source	California Community College Chancellor's Office (CCCCO)
Recommended Action	<p>In the matter of the Mathematics, Engineering, Science Achievement (MESA) Grant awarded to San Diego City College from the California Community College Chancellor's Office (CCCCO), authority is requested to:</p> <ol style="list-style-type: none"> 1. Enter into a revised (augmented) multi year agreement with the CCCCO through June 30, 2027, in the amount of \$1,721,177, per Grant Amendment #2; 2. Augment the approved 2021 2022 General Fund Restricted Budget from \$223,077 to \$321,177; augment the approved 2022 2023 General Fund Restricted Budget from \$141,289 to \$280,000, and transfer the augmented budgets to the 2023-2024 General Fund Restricted Budget; and 3. Accept, budget and spend \$280,000 in the General Fund Restricted Budgets for 2023-2024, 2024-2025, 2025-2026, and 2026-2027.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Established since the fall of 2000 and serving low income, disadvantaged students majoring in math, engineering and science, the MESA Program will continue to significantly increase the number of students who will persist, transfer and graduate from four-year universities.

2. Terms of Agreement:

The term of this agreement will become effective upon Board approval and will continue through June 30, 2027.

3. Cost and Funding:

Funding in the amount of \$1,721,177 will be provided by CCCCO. The Governing Board has the authority to increase its budget as a result of unanticipated income from Federal, State and Local sources. Funds will be distributed to the following major objects of expenditure:

2023-24 General Fund/Restricted Budget (transfer from 2021-22 General Fund/Restricted Budget)

Object Code/Accounts	Augmented Fund Restricted	2021-2022 Approved Fund Restricted

1000 Certificated Salaries	\$66,988	\$48,382
2000 - Classified Salaries	\$146,110	\$60,570
3000 - Employee Benefits	\$46,344	\$14,402
4000 - Supplies/Materials	\$6,487	\$4,700
5000 - Other Operating Expenses	\$17,995	\$25,003
6000 - Capital Outlay	\$0	0
7000 – Other Outgo & Reserves	\$24,900	\$61,440
7000 – Indirect Cost	\$12,353	\$8,580
Total	\$321,177	\$223,077

2023-24 General Fund/Restricted Budget (transfer from 2022-23 General Fund/Restricted Budget)

Object Code/Accounts	Augmented Fund Restricted	2021-2022 Approved Fund Restricted
1000 Certificated Salaries	\$74,432	\$29,774
2000 - Classified Salaries	\$108,774	\$64,620
3000 - Employee Benefits	\$44,086	\$29,248
4000 - Supplies/Materials	\$3,000	\$4,500
5000 - Other Operating Expenses	\$14,039	\$5,273
6000 - Capital Outlay	\$0	0
7000 – Other Outgo & Reserves	\$24,900	\$2,440
7000 – Indirect Cost	\$10,769	\$5,434
Total	\$280,000	\$141,289

2023-24 General Fund/Restricted Budget

Object Code/Accounts	Fund Restricted
1000 Certificated Salaries	\$74,432
2000 - Classified Salaries	\$108,774
3000 - Employee Benefits	\$44,086
4000 - Supplies/Materials	\$3,000
5000 - Other Operating Expenses	\$14,039
6000 - Capital Outlay	\$0
7000 – Other Outgo & Reserves	\$24,900
7000 – Indirect Cost	\$10,769
Total	\$280,000

2024-25 General Fund/Restricted Budget

Object Code/Accounts	Fund Restricted
1000 Certificated Salaries	\$74,432
2000 - Classified Salaries	\$108,774
3000 - Employee Benefits	\$44,086
4000 - Supplies/Materials	\$3,000
5000 - Other Operating Expenses	\$14,039
6000 - Capital Outlay	\$0
7000 – Other Outgo & Reserves	\$24,900
7000 – Indirect Cost	\$10,769
Total	\$280,000

2025-26 General Fund/Restricted Budget

Object Code/Accounts	Fund Restricted
1000 Certificated Salaries	\$74,432
2000 - Classified Salaries	\$108,774
3000 - Employee Benefits	\$44,086
4000 - Supplies/Materials	\$3,000
5000 - Other Operating Expenses	\$14,039
6000 - Capital Outlay	\$0
7000 – Other Outgo & Reserves	\$24,900
7000 – Indirect Cost	\$10,769
Total	\$280,000

2026-27 General Fund/Restricted Budget

Object Code/Accounts	Fund Restricted
1000 Certificated Salaries	\$74,432
2000 - Classified Salaries	\$108,774
3000 - Employee Benefits	\$44,086
4000 - Supplies/Materials	\$3,000
5000 - Other Operating Expenses	\$14,039
6000 - Capital Outlay	\$0
7000 - Other Outgo & Reserves	\$24,900
7000 - Indirect Cost	\$10,769
Total	\$280,000

The Districts approved indirect cost rate is 30% of salaries for on-campus and 19% of salaries for off-campus projects. The Indirect Cost to be derived from this grant is \$66,199 which is equal to 4% of direct costs. The recovery of indirect costs will be transferred through the intra-fund transfer process to the General Fund/Restricted Indirect Cost Recovery Fund.

File Attachments

[G0086 Am 2 San Diego CCD FE Agmt.pdf \(580 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.03 In the matter of the "San Diego State University HSI STEM Pathways and Articulation Program" Grant from the U.S. Department of Education, awarded in 2021 to San Diego State University and Sub Recipient San Diego City College, authority is requested to: 1. Enter into year 2 of a 5-year renewal agreement with SDSU STEM Pathways, and 2. Accept, budget and spend \$47,249 in 2022-2023 SDSU STEM Pathway Sub Award Grant Funding
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	Yes
Dollar Amount	\$47,249.00
Budgeted	No
Budget Source	SDSU STEM Grant Subaward
Recommended Action	In the matter of the "San Diego State University HSI STEM Pathways and Articulation Program" Grant from the U.S. Department of Education, awarded in 2021 to San Diego State University and Sub Recipient San Diego City College, authority is requested to: 1. Enter into year 2 of a 5-year renewal agreement with SDSU STEM Pathways, and 2. Accept, budget and spend \$47,249 in 2022-2023 SDSU STEM Pathway Sub Award Grant Funding

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The overall plan of SDSU's HSI STEM Pathways and Articulation project is to implement a mentored, undergraduate research-centered pathway for STEM majors from San Diego City College through SDSU and on to STEM careers.

Program objectives include the following:

- Increase the number of Latinx and low-income students transferring and attaining degrees in STEM;
- Promote high retention, timely graduation, and successful pathways to the workforce for SDCC students;
- Remove roadblocks for transfer by providing guaranteed admission to SDSU's undergraduate STEM programs;
- Facilitate entry into the STEM employment pipeline for our SDCC students;
- Implement Research Experience for Undergraduates (REUs) and academic enrichment experiences

2. Terms of Agreement:

The agreement will become effective upon Board approval and will continue through June 30, 2023.

3. Cost and Funding:

Funding in the amount of \$47,249 will be provided by the U.S. Department of Education and its main grant awardee San Diego State University. Funds will be distributed to the following major objects of expenditure:

2022-2023 General Fund/Restricted

<u>Object Code/Accounts</u>	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Adjusted Budget</u>
1000 Certificated Salaries	\$ 1,656	\$ 14,000	\$ 15,656
2000 Classified Salaries	\$ 0	\$ 10,543	\$ 10,543

3000 Employee Benefits	\$ 8,303	\$ 2,100	\$ 10,403
4000 Supplies/Materials	\$ 3,680	\$ 0	\$ 3,680
5000 Other Operating Expenses	\$ 14,119	\$ 15,881	\$ 30,000
7000 Indirect Costs	\$ 0	\$ 4,725	\$ 4,725
Total	\$ 27,758	\$ 47,249	\$ 75,007

File Attachments

[Budget Narrative for Subaward to San Diego City College.pdf \(76 KB\)](#)

[SDCC STEMPathways Year 2 Budget.pdf \(36 KB\)](#)

[SDCC Subcontract budget.pdf \(24 KB\)](#)

Motion & Voting

In the matter of the "San Diego State University HSI STEM Pathways and Articulation Program" Grant from the U.S. Department of Education, awarded in 2021 to San Diego State University and Sub Recipient San Diego City College, authority is requested to:

1. Enter into year 2 of a 5-year renewal agreement with SDSU STEM Pathways, and
2. Accept, budget and spend \$47,249 in 2022-2023 SDSU STEM Pathway Sub Award Grant Funding

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.04 In the matter of the Strong Workforce Program (SWP), a Grant Agreement (Contract #1705-RSPW7-02) between the Foundation for Grossmont-Cuyamaca Community Colleges and San Diego City College, authority is requested to: 1. Enter into a Grant Agreement with the Foundation for Grossmont-Cuyamaca Community Colleges; and, 2. Accept, budget, and spend \$75,000 in the 2023–2024 General Fund/Restricted Budget for the SWP Credit for Prior Learning Project.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$75,000.00
Budgeted	No
Budget Source	General Fund/Restricted Budget
Recommended Action	In the matter of the Strong Workforce Program (SWP), a Grant Agreement (Contract #1705-RSPW7-02) between the Foundation for Grossmont-Cuyamaca Community Colleges and San Diego City College, authority is requested to: 1. Enter into a Grant Agreement with the Foundation for Grossmont-Cuyamaca Community Colleges; and, 2. Accept, budget, and spend \$75,000 in the 2023–2024 General Fund/Restricted Budget for the SWP Credit for Prior Learning Project.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The purpose of this proposed Regional Strong Workforce project is to improve marketing, recruitment efforts, and enrollment for career education programs. The purpose of this project is to establish work-based learning functions at each college that will provide all students with a continuum of critical experiences and support to deepen classroom learning and facilitate employment. Work-based learning is the function that facilitates classroom learning in both academic and technical subjects, as well as supports the development of transferable 21st-century employability skills. It also provides direct exposure to workplaces, which facilitates career exploration and visibility with employers resulting in employment opportunities. This project will fund release time for two faculty members to work with our instructional and student services programs to design, implement, and coordinate work-based learning activities, strategies, and processes in and out of the classroom.

2. Terms of Agreement:

The agreement is effective upon Board approval and will continue through June 30, 2024.

3. Cost and Funding:

Funding in the amount of \$75,000 will be provided by the Foundation for Grossmont-Cuyamaca Community Colleges. The Governing Board has the authority to increase its budget as a result of unanticipated income from federal, state, or local sources. Funds will be distributed to the following major objects of expenditures:

2022–2023 General Fund/Restricted Budget

Object Code/Account	Proposed Budget
1000 Certificated Salaries	\$65,000
2000 Classified Salaries	\$0

3000 Employee Benefits	\$6,500
4000 Supplies and Materials	\$1,500
5000 Other Operating Expenses	\$2,000
6000 Equipment	\$0
7000 Indirect Costs	\$0
Total	\$75,000

The District's approved indirect cost rate is 30% of salaries for on-campus and 19% of salaries for off-campus projects. Under the terms of the Master Agreement, no indirect costs may be charged against the grant; however, the project will incur indirect costs. Therefore, these costs will be absorbed by the District.

File Attachments

[San Diego City RSWP 22-23 \(Rd 7\) Work Based Learning 1705-RSWP7-02 sc \(1\).pdf \(1,091 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.05 In the matter of the 2022-2023 Asian American Native Hawaiian Pacific Islander Student Achievement Program (AANHPI SAP), awarded to the San Diego City College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCO), authority is requested to accept, budget, and spend \$150,697 in the 2022-2023 General Fund/Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	Yes
Dollar Amount	\$150,697.00
Budgeted	No
Budget Source	2022-2023
Recommended Action	In the matter of the 2022-2023 Asian American Native Hawaiian Pacific Islander Student Achievement Program (AANHPI SAP), awarded to the San Diego City College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCO), authority is requested to accept, budget, and spend \$150,697 in the 2022-2023 General Fund/Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Assembly Bill 183 appropriates on-going funding for the California Community Colleges (CCC) to provide culturally responsive services to enhance student educational experiences and promote higher education success of low-income, underserved, and first generation Asian American Native Hawaiian Pacific Islander (AANHPI) students and other underrepresented students under Education Code 79510-79511.

The objectives of the AANHPI SAP include the following:

- Culturally responsive learning communities
- Advising and counseling services
- Mental health counseling and awareness services
- Career development, career readiness, and employment services
- Supplemental instruction and tutoring
- Asian American, Pacific Islander studies courses and curriculum development
- Leadership development, internships, and mentorships

San Diego City College will utilize the AANHPI SAP funds to address multiple aspects of these objectives with the goal of supporting student success among AANHPI students.

2. Terms of Agreement:

The terms of this agreement is effective upon Board approval and continues through June 30, 2024.

3. Cost and Funding:

Funding in the amount of \$150,697.00 will be provided by the California Community College Chancellor's Office. Funds will be distributed to the following major objects of expenditures:

2022-2023 General Fund/Restricted

Object Code/Account	Proposed Budget
1000 Certificated Salaries	\$ 52,000

2000 Classified Salaries	\$ 30,000
3000 Employee Benefits	\$ 20,000
4000 Supplies and Materials	\$ 20,000
5000 Other Operating Expenses	\$ 13,697
6000 Capital Outlay	\$ 5,000
7000 Other Outgoing & Reserves	\$ 10,000
Total	\$ 150,697

The District's approved indirect cost rate is 30% of salaries for on-campus and 19% of off-campus projects. Under the terms of this Agreement, no indirect costs may be charged against the grant; however, the project will incur indirect costs. Therefore, these costs will be absorbed by the District.

File Attachments

[AANHPI Student Achievement Program Memo 05042023.pdf \(289 KB\)](#)

[AANHPI SAP Award Letter.pdf \(334 KB\)](#)

[AANHPI Student Achievement Program College List.pdf \(139 KB\)](#)

Motion & Voting

In the matter of the 2022-2023 Asian American Native Hawaiian Pacific Islander Student Achievement Program (AANHPI SAP), awarded to the San Diego City College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCCO), authority is requested to accept, budget, and spend \$150,697 in the 2022-2023 General Fund/Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.

Motion by Craig Milgrim, second by Mary Graham.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.06 In the matter of the 2022-2023 Asian American Native Hawaiian Pacific Islander Student Achievement Program (AANHPI SAP), awarded to the San Diego Mesa College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCCO), authority is requested to accept, budget, and spend \$150,697 in the 2022-2023 General Fund/Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	Yes
Dollar Amount	\$150,697.00
Budgeted	No
Budget Source	2022 – 2023 General Fund / Restricted
Recommended Action	In the matter of the 2022-2023 Asian American Native Hawaiian Pacific Islander Student Achievement Program (AANHPI SAP), awarded to the San Diego Mesa College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCCO), authority is requested to accept, budget, and spend \$150,697 in the 2022-2023 General Fund/Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Assembly Bill 183 appropriates on-going funding for the California Community Colleges (CCC) to provide culturally responsive services to enhance student educational experiences and promote higher education success of low-income, underserved, and first generation Asian American Native Hawaiian Pacific Islander (AANHPI) students and other underrepresented students under Education Code 79510-79511.

The objectives of the AANHPI SAP include the following:

- Culturally responsive learning communities
- Advising and counseling services
- Mental health counseling and awareness services
- Career development, career readiness, and employment services
- Supplemental instruction and tutoring
- Asian American, Pacific Islander studies courses and curriculum development
- Leadership development, internships, and mentorships

San Diego Mesa College will utilize the AANHPI SAP funds to address multiple aspects of these objectives with the goal of supporting student success among AANHPI students.

2. Terms of Agreement:

The terms of this agreement is effective upon Board approval and continues through June 30, 2024.

3. Cost and Funding:

Funding in the amount of \$150,697.00 will be provided by the California Community College Chancellor's Office. Funds will be distributed to the following major objects of expenditures:

2022 – 2023 General Fund/Restricted

Object Code/Account	Proposed Budget
1000 Certificated Salaries	\$ 52,000
2000 Classified Salaries	\$ 30,000
3000 Employee Benefits	\$ 20,000
4000 Supplies and Materials	\$ 20,000
5000 Other Operating Expenses	\$ 13,697
6000 Capital Outlay	\$ 5,000
7000 Other Outgoing & Reserves	\$ 10,000
Total	\$150,697

The District's approved indirect cost rate is 30% of salaries for on-campus and 19% of salaries for off-campus projects. Under the terms of this Agreement, no indirect costs may be charged against the grant; however, the project will incur indirect costs. Therefore, these costs will be absorbed by the District.

File Attachments

[AANHPI SAP Colleges FA2022-SP2024 - 43 Colleges.pdf \(44 KB\)](#)

[AANHPI SAP Award Letter 5-19-23.pdf \(1,029 KB\)](#)

[AANHPI SAP Award Updated.pdf \(651 KB\)](#)

Motion & Voting

In the matter of the 2022-2023 Asian American Native Hawaiian Pacific Islander Student Achievement Program (AANHPI SAP), awarded to the San Diego Mesa College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCCO), authority is requested to accept, budget, and spend \$150,697 in the 2022-2023 General Fund/Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.

Motion by Craig Milgrim, second by Mary Graham.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.07 In the matter of the 2022-2023 Asian American Native Hawaiian Pacific Islander Student Achievement Program (AANHPI SAP), awarded to the San Diego Miramar College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCO), authority is requested to accept, budget, and spend \$150,697 in the 2022-2023 General Fund/Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	Yes
Dollar Amount	\$150,697.00
Budgeted	No
Budget Source	General Fund/Restricted
Recommended Action	In the matter of the 2022-2023 Asian American Native Hawaiian Pacific Islander Student Achievement Program (AANHPI SAP), awarded to the San Diego Miramar College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCO), authority is requested to accept, budget, and spend \$150,697 in the 2022-2023 General Fund/Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Assembly Bill 183 appropriates on-going funding for the California Community Colleges (CCC) to provide culturally responsive services to enhance student educational experiences and promote higher education success of low-income, underserved, and first generation Asian American Native Hawaiian Pacific Islander (AANHPI) students and other underrepresented students under Education Code 79510-79511.

The objectives of the AANHPI SAP include the following:

- Culturally responsive learning communities
- Advising and counseling services
- Mental health counseling and awareness services
- Career development, career readiness, and employment services
- Supplemental instruction and tutoring
- Asian American, Pacific Islander studies courses and curriculum development
- Leadership development, internships, and mentorships

San Diego Miramar College will utilize the AANHPI SAP funds to address multiple aspects of these objectives with the goal of supporting student success among AANHPI students.

2. Terms of Agreement:

The terms of this agreement is effective upon Board approval and continues through June 30, 2024

3. Cost and Funding:

Funding in the amount of \$150,697.00 will be provided by the California Community College Chancellor's Office.

Funds will be distributed to the following major objects of expenditures:

2022-2023

Object Code/Account

General Fund/ Restricted

1000	Certified Salaries	\$52,000
2000	Classified Salaries	\$30,000
3000	Employee Benefits	\$20,000
4000	Materials & Supplies	\$20,000
5000	Other Operating Expenses	\$13,697
6000	Capital Outlay	\$5,000
7000	Other Outgoing & Reserves	\$10,000
TOTAL		\$150,697

The District's approved indirect cost rate is 30% of salaries for on campus and 19% of salaries for off campus projects. Under the terms of this agreement, no indirect cost will be charged against the grant; however, the project will incur indirect costs. These costs will be absorbed by the District.

File Attachments

[AANHPI SAP letter UPDATED.pdf \(195 KB\)](#)[AANHPI SAP Memo.pdf \(27 KB\)](#)

Motion & Voting

In the matter of the 2022-2023 Asian American Native Hawaiian Pacific Islander Student Achievement Program (AANHPI SAP), awarded to the San Diego Miramar College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCCO), authority is requested to accept, budget, and spend \$150,697 in the 2022-2023 General Fund/Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.

Motion by Craig Milgrim, second by Mary Graham.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.08 In the matter of the Strong Workforce Program (SWP), Master Agreement #1704-RSWP7-01 between Grossmont-Cuyamaca Community College District Auxiliary Organization and San Diego Mesa College, authority is requested to accept, budget, and spend \$75,000 in the 2023–2024 General Fund/Restricted Budget to fund activities related to the College Based Marketing project.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$75,000.00
Budgeted	No
Budget Source	2023–2024 General Fund/Restricted Budget
Recommended Action	In the matter of the Strong Workforce Program (SWP), Master Agreement #1704-RSWP7-01 between Grossmont-Cuyamaca Community College District Auxiliary Organization and San Diego Mesa College, authority is requested to accept, budget, and spend \$75,000 in the 2023–2024 General Fund/Restricted Budget to fund activities related to the College Based Marketing project.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The purpose of this proposed Regional Strong Workforce project is to improve marketing and recruitment efforts for our career education programs and improve enrollment across our various career education programs. Funding for this project will support activities to increase recruitment efforts, including activities customized for our disproportionately impacted (DI) students and adult learners. Successful implementation of the project will lead to meeting the following objectives:

- Increased enrollment of career education students at San Diego Mesa College.
- Increased enrollment of adult learners into Career Education programs at San Diego Mesa College.

2. Terms of Agreement:

The term of this agreement is July 1, 2023 – June 30, 2024.

3. Cost and Funding:

Funding in the amount of \$75,000 will be provided by the Grossmont-Cuyamaca Community College District Auxiliary Organization. The Governing Board has the authority to increase its budget as a result of unanticipated income from Federal, State or Local sources. Funds will be distributed in the following major objects of expenditures:

2023-2024 General Fund/Restricted

Object Code/Account	Proposed Budget
1000 Certificated Salaries	\$0
2000 Classified Salaries	\$0
3000 Employee Benefits	\$0
4000 Supplies and Materials	\$0
5000 Other Operating Expenses	\$75,000
6000 Equipment	\$0
7000 Indirect Costs	\$0
Total	\$75,000

The District's approved indirect cost rate is 30% of salaries for on-campus and 19% of salaries for off-campus projects. Under the terms of the Master Agreement, no indirect costs may be charged against the grant; however, the project will incur indirect costs. Therefore, these costs will be absorbed by the District.

File Attachments

[SD Mesa RSWP 22-23 \(Rd7\) College-Based Marketing 1704-RSWP7-01.pdf \(1,692 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.09 In the matter of the Strong Workforce Program (SWP), Master Agreement #1704-RSPW7-02 between Grossmont-Cuyamaca Community College District Auxiliary Organization and San Diego Mesa College, authority is requested to: 1. Enter into a 1-year agreement in the amount of \$175,000 SWP Counselor Institute, and 2. Accept, budget, and spend \$125,000 in the 2023-2024 General Fund/Restricted.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$125,000.00
Budgeted	No
Budget Source	2023-2024 General Fund/Restricted Budget
Recommended Action	In the matter of the Strong Workforce Program (SWP), Master Agreement #1704-RSPW7-02 between Grossmont-Cuyamaca Community College District Auxiliary Organization and San Diego Mesa College, authority is requested to: 1. Enter into a 1-year agreement in the amount of \$175,000 SWP Counselor Institute, and, 2. Accept, budget, and spend \$125,000 in the 2023-2024 General Fund/Restricted.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The purpose of this proposed Regional Strong Workforce project is to provide support to Mesa College to implement the Strong Workforce Counselor Institute. The Counselor Institute is a SWP-funded professional learning opportunity for counseling faculty employed at the San Diego and Imperial Counties Community Colleges.

The goals of the Counselor Institute are to:

- Foster understanding and awareness of Career Technical Education/Career Education (CTE/CE)
- Learn how to use labor market information (LMI) and career exploration in advising students.
- Use inquiry, evidence-based decision-making, and continuous improvement to examine services provided to students.
- Support counseling faculty in building relationships and collaborating with CTE/CE instructional faculty and institutional researchers.
- Inspire counseling from a culturally inclusive perspective.

2. Terms of Agreement:

The term of this agreement is July 1, 2023 – June 30, 2024.

3. Cost and Funding:

Funding in the amount of \$125,000 will be provided by the Grossmont-Cuyamaca Community College District Auxiliary Organization. The Governing Board has the authority to increase its budget as a result of unanticipated income from Federal, State or Local sources. Funds will be distributed in the following major objects of expenditures:

2023-2024 General Fund/Restricted

Object Code/Account	Proposed Budget
1000 Certificated Salaries	\$50,000
2000 Classified Salaries	\$50,000
3000 Employee Benefits	\$20,000
4000 Supplies and Materials	\$0

5000 Other Operating Expenses	\$5,000
6000 Equipment	\$0
7000 Indirect Costs	\$0
Total	\$125,000

The District's approved indirect cost rate is 30% of salaries for on-campus and 19% of salaries for off-campus projects. Under the terms of the Master Agreement, no indirect costs may be charged against the grant; however, the project will incur indirect costs. Therefore, these costs will be absorbed by the District.

File Attachments

[SD Mesa RSWP 22-23 \(Rd7\) Counselor Institute 1704-RSWP7-02.pdf \(1,298 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.10 In the matter of the Strong Workforce Program (SWP), Master Agreement #1704-RSWP7-04, between Grossmont-Cuyamaca Community College District Auxiliary Organization and San Diego Mesa College, authority is requested to accept, budget, and spend \$150,000 in the 2023–2024 General Fund/Restricted Budget to fund activities related to the Job Placement Case Management project.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$150,000.00
Budgeted	No
Budget Source	2023–2024 General Fund/Restricted Budget
Recommended Action	In the matter of the Strong Workforce Program (SWP), Master Agreement #1704-RSWP7-04, between Grossmont-Cuyamaca Community College District Auxiliary Organization and San Diego Mesa College, authority is requested to accept, budget, and spend \$150,000 in the 2023–2024 General Fund/Restricted Budget to fund activities related to the Job Placement Case Management project.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The Job Placement Case Management (JPCM) project supports colleges in providing job placement services. Additional local funding may be used to support these positions. This staff person's primary role is to support career education students in obtaining employment connected to their career education pathway.

2. Terms of Agreement:

The term of this agreement is July 1, 2023 – June 30, 2024.

3. Cost and Funding:

Funding in the amount of \$150,000 will be provided by the Grossmont-Cuyamaca Community College District Auxiliary Organization. The Governing Board has the authority to increase its budget as a result of unanticipated income from Federal, State or Local sources. Funds will be distributed in the following major objects of expenditures:

2023-2024 General Fund/Restricted

Object Code/Account	Proposed Budget
1000 Certificated Salaries	\$100,000
2000 Classified Salaries	\$0
3000 Employee Benefits	\$50,000
4000 Supplies and Materials	\$0
5000 Other Operating Expenses	\$0
6000 Equipment	\$0
7000 Indirect Costs	\$0
Total	\$150,000

The District's approved indirect cost rate is 30% of salaries for on-campus and 19% of salaries for off-campus projects. Under the terms of the Master Agreement, no indirect costs may be charged against the grant; however, the project will incur indirect costs. Therefore, these costs will be absorbed by the District.

File Attachments

[Regional SWP 2223 SD Mesa Job Placement Case Management.pdf \(919 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.11 In the matter of the Native American Student Support and Success Program (NASSSP), awarded to the San Diego Miramar College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCCO), authority is requested to accept, budget, and spend \$600,000 in the 2022-2023 General Fund Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	Yes
Dollar Amount	\$600,000.00
Budgeted	No
Budget Source	General Fund/Restricted
Recommended Action	In the matter of the Native American Student Support and Success Program (NASSSP), awarded to the San Diego Miramar College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCCO), authority is requested to accept, budget, and spend \$600,000 in the 2022-2023 General Fund Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Serving the Native American student population is core to the California Community Colleges' mission. Assembly Bill 183 Article 11 allocates one-time, funding to the California Community College Chancellor's Office (CCCCO) to establish a Native American Student Support and Success Program (NASSSP) for the purpose of developing local Native American student support and success programs and services.

The CCCCO identified San Diego Miramar College as one of twenty colleges within the State that were selected to receive NASSSP funding based on a set of selection criteria, which include 1) the number of American Indian/Alaska Native (AIAN) population by district service area, 2) The average number of local CCC student head count who are AIAN over the past six academic years, 3) Course success rates, in the past four academic years, 4) All cohort students who persisted from primary term of enrollment to subsequent primary term 5) All cohort students attained the Vision Goal completion definition within three years, and 6) all cohort students who transferred to a four-year postsecondary institution with four years.

The Native American Student Support and Success Program will assist with establishing the following:

- Strengthening K-12 pathways to and through the California Community Colleges for Native American Students, including student transfer to the University of California and the California State University systems.
- Ensuring the educational success of Native American students
- Developing Native American leaders
- Increasing the number of Native American mentors to empower future generations.

2. Terms of Agreement:

The terms of this agreement upon Board approval is effective June 16, 2023, and continues through June 30, 2028.

3. Cost and Funding:

The CCCCO will allocate funding in two phases. Phase 1 funding in the amount of \$600,000.00 will be provided in June 2023. Funding allocations for Phase 2 will be determined prior to July 2025.

Funds will be distributed to the following major objects of expenditures:

Object Code/Account

2022-2023

General Fund/ Restricted

1000	Certified Salaries	\$200,000
2000	Classified Salaries	\$100,000
3000	Employee Benefits	\$100,000
4000	Materials & Supplies	\$50,000
5000	Other Operating Expenses	\$50,000
6000	Capital Outlay	\$40,000
7000	Other Outgoing & Reserves	\$60,000
TOTAL		\$600,000

The District's approved indirect cost rate is 30% of salaries for on campus and 19% of salaries for off campus projects. Under the terms of this agreement, no indirect cost will be charged against the grant; however, the project will incur indirect costs. These costs will be absorbed by the District.

File Attachments

[NASSSP Award letter.pdf \(47 KB\)](#)

[NASSSP Memo.pdf \(105 KB\)](#)

[NASSSP outline.pdf \(28 KB\)](#)

Motion & Voting

In the matter of the Native American Student Support and Success Program (NASSSP), awarded to the San Diego Miramar College from the Educational Services and Support Division of the California Community Colleges Chancellor's Office (CCCCO), authority is requested to accept, budget, and spend \$600,000 in the 2022-2023 General Fund Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.

Motion by Craig Milgrim, second by Mary Graham.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.12 In the matter of the Strong Workforce Program (SWP) between the Foundation for Grossmont and Cuyamaca Colleges and San Diego College of Continuing Education, authority is requested to: 1. Extend a grant agreement (Contract #1708-RSWP-02) with the Foundation for Grossmont and Cuyamaca Colleges; and 2. Accept, budget and spend \$125,000 in 2023-2024 until the end of the contract in the General Fund/Restricted Budget to fund activities related to the Faculty Institute Research Investment project.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$125,000.00
Budgeted	No
Budget Source	2023-2024 General Fund/Restricted Budget (Extended)
Recommended Action	<p>In the matter of the Strong Workforce Program (SWP) between the Foundation for Grossmont and Cuyamaca Colleges and San Diego College of Continuing Education, authority is requested to:</p> <ol style="list-style-type: none"> 1. Extend a grant agreement (Contract #1708-RSWP-02) with the Foundation for Grossmont and Cuyamaca Colleges; and 2. Accept, budget and spend \$125,000 in 2023-2024 until the end of the contract in the General Fund/Restricted Budget to fund activities related to the Faculty Institute Research Investment project.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The purpose of this project is to support colleges in their research efforts related to student retention, persistence, and completion. The outcome of the Faculty Institute Research Investment project is to identify classroom-level interventions that will have a positive impact on these student outcomes, particularly for students from traditionally underserved populations.

2. Terms of Agreement:

The term of this agreement is June 30, 2023 – September 30, 2023.

3. Cost and Funding:

Funding in the amount of \$75,000 will be provided by the Foundation for Grossmont and Cuyamaca Colleges. The Governing Board has the authority to increase its budget as a result of unanticipated income from federal, state or local sources. Funds will be distributed to the following major objects of expenditure:

2023-2024 General Fund/Restricted Budget

Object Code/Account	Proposed Budget
1000 Certificated Salaries	\$87,000
2000 Classified Salaries	\$15,000
3000 Employee Benefits	\$11,000
4000 Supplies and Materials	\$2,000
5000 Other Operating Expenses	\$10,000
6000 Equipment	\$0
7000 Indirect Costs	\$0
Total	\$125,000

The District's approved indirect cost rate is 30% of salaries for on-campus and 19% of salaries for off-campus projects. Under the terms of the Master Agreement, no indirect costs may be charged against the grant; however, the project will incur indirect costs. Therefore, these costs will be absorbed by the District.

File Attachments

[SDCCE RSWP 22-23 Faculty Institute-RI 1708-RSWP-02 sc - signed.pdf \(1,707 KB\)](#)

[RSWP 21-22 \(Rd 6\) Extension Amendment sc.pdf \(536 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.13 In the matter of the Strong Workforce Program (SWP) between the Foundation for Grossmont and Cuyamaca Colleges and San Diego College of Continuing Education, authority is requested to: 1. Enter into a grant agreement (Contract #1708-RSWP7-01) with the Foundation for Grossmont and Cuyamaca Colleges; and 2. Accept, budget and spend \$75,000 in the 2023-2024 General Fund/Restricted Budget to fund activities related to the College-Based Marketing project.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$75,000.00
Budgeted	No
Budget Source	2023-2024 General Fund/Restricted Budget
Recommended Action	In the matter of the Strong Workforce Program (SWP) between the Foundation for Grossmont and Cuyamaca Colleges and San Diego College of Continuing Education, authority is requested to: 1. Enter into a grant agreement (Contract #1708-RSWP7-01) with the Foundation for Grossmont and Cuyamaca Colleges; and 2. Accept, budget and spend \$75,000 in the 2023-2024 General Fund/Restricted Budget to fund activities related to the College-Based Marketing project.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The purpose of this project is to develop and implement a comprehensive digital and Out Of Home (OOH) marketing plan. The plan will outline strategies to promote SDCCE career education programs that lead to good-paying and high-demand career education programs.

SDCCE will also create and implement digital marketing pieces, including videos (e.g., testimonials and tutorials) designed to recruit disproportionately impacted and non-traditional student populations for its career education programs.

2. Terms of Agreement:

The term of this agreement is July 1, 2023 – June 30, 2024.

3. Cost and Funding:

Funding in the amount of \$75,000 will be provided by the Foundation for Grossmont and Cuyamaca Colleges. The Governing Board has the authority to increase its budget as a result of unanticipated income from federal, state or local sources. Funds will be distributed to the following major objects of expenditure:

2023-2024 General Fund/Restricted Budget

Object Code/Account	Proposed Budget
1000 Certificated Salaries	\$0
2000 Classified Salaries	\$0
3000 Employee Benefits	\$0
4000 Supplies and Materials	\$25,000
5000 Other Operating Expenses	\$50,000
6000 Equipment	\$0
7000 Indirect Costs	\$0

Total	\$75,000
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The District's approved indirect cost rate is 30% of salaries for on-campus and 19% of salaries for off-campus projects. Under the terms of the Master Agreement, no indirect costs may be charged against the grant; however, the project will incur indirect costs. Therefore, these costs will be absorbed by the District.

File Attachments

[SD College of Continuing Ed RSWP 22-23 \(Rd 7\) CBM 1708-RSWP7-01 sc - signed.pdf \(815 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.14 In the matter of the Strong Workforce Program (SWP) between the Foundation for Grossmont and Cuyamaca Colleges and San Diego College of Continuing Education, authority is requested to: 1. Enter into a grant agreement (Contract #1708-RSWP7-02) with the Foundation for Grossmont and Cuyamaca Colleges; and 2. Accept, budget and spend \$62,500 in the 2023-2024 General Fund/Restricted Budget to fund activities related to the Strong Workforce Counselor Institute project.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$62,500.00
Budgeted	No
Budget Source	2023-2024 General Fund/Restricted Budget
Recommended Action	In the matter of the Strong Workforce Program (SWP) between the Foundation for Grossmont and Cuyamaca Colleges and San Diego College of Continuing Education, authority is requested to: 1. Enter into a grant agreement (Contract #1708-RSWP7-02) with the Foundation for Grossmont and Cuyamaca Colleges; and 2. Accept, budget and spend \$62,500 in the 2023-2024 General Fund/Restricted Budget to fund activities related to the Strong Workforce Counselor Institute project.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The purpose of this project is to hire two part-time Research Assistants (level III) to provide direct research support for the project under the direction of the Research and Planning Analyst. However, due to the complex and time-consuming nature of the training and onboarding process for Research Assistant positions, in the short term, there may be limitations on their ability to perform some of the specialized work required to support the Counseling Institute (such as dashboard development and data reporting). In such cases, the Research and Planning Analyst and the Research Associate will backfill some of these activities until the assistants are fully trained.

In addition to hiring Research Assistants, some of the funding will also go towards meetings, supplies, expenses, and food for participants.

2. Terms of Agreement:

The term of this agreement is July 1, 2023 – June 30, 2024.

3. Cost and Funding:

Funding in the amount of \$62,500 will be provided by the Foundation for Grossmont and Cuyamaca Colleges. The Governing Board has the authority to increase its budget as a result of unanticipated income from federal, state or local sources. Funds will be distributed to the following major objects of expenditure:

2023-2024 General Fund/Restricted Budget

Object Code/Account	Proposed Budget
1000 Certificated Salaries	\$2,500
2000 Classified Salaries	\$50,000
3000 Employee Benefits	\$5,000
4000 Supplies and Materials	\$5,000
5000 Other Operating Expenses	\$0

6000 Equipment	\$0
7000 Indirect Costs	\$0
Total	\$62,500

The District's approved indirect cost rate is 30% of salaries for on-campus and 19% of salaries for off-campus projects. Under the terms of the Master Agreement, no indirect costs may be charged against the grant; however, the project will incur indirect costs. Therefore, these costs will be absorbed by the District.

File Attachments

[SD College of Continuing Ed RSWP 22-23 \(Rd 7\) Counselor Institute1708-RSWP7-02 sc - signed.pdf \(788 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.15 In the matter of the Child Development Programs, California State Preschool (CSPP-3463) at San Diego City, Mesa, and Miramar colleges, authority is requested to accept, budget, and spend \$934,646 (CSPP-3463) from the California Department of Education for the operation of the Child Development Centers in the 2023-2024 Child Development Budget.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$934,646.00
Budgeted	Yes
Budget Source	3302 14446 130500 8621 (City College), 3302 24253 1300500 8621 (Mesa College) 3302 34250 130500 8621 (Miramar College)
Recommended Action	In the matter of the Child Development Programs, California State Preschool (CSPP-3463) at San Diego City, Mesa, and Miramar colleges, authority is requested to accept, budget, and spend \$934,646 (CSPP-3463) from the California Department of Education for the operation of the Child Development Centers in the 2023-2024 Child Development Budget.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Each year the District contracts with the California Department of Education (CDE) to operate Child Development Centers at San Diego City, Mesa, and Miramar Colleges. The centers are operated per state guidelines, using various funding sources, including federal (Child and Adult Care Food Program – CACFP), state contracts, family fees, and District efforts.

The California Department of Education (CDE) contract will fund one district program at the Child Development Centers: The California State Preschool Program (CSPP-3463) will fund services for children between the ages of 3-5 years.

2. Terms of Agreement:

The agreement will begin on July 1, 2023, and continue upon approval through June 30, 2024.

3. Cost and Funding:

	CSPP-3463
City	\$ 286,001
Mesa	\$ 286,001
Miramar	\$ 269,179
Indirect Cost	\$ 93,465
Total	\$ 934,646

The District's approved indirect cost rate is 10% of the total contracts. The indirect cost from the CSPP is \$ 93,465 respectively. The recovery of the indirect costs will be transferred through the inter-fund transfer process to the General Fund/Restricted Indirect Cost Recovery Costs.

File Attachments

[EducationalServices_CEWD_ChilDev_CSPP-3463-00-061523.pdf \(127 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.16 In the matter of additional funds received for Zero Textbook Costs (ZTC) funding in 2022-2023, authority is requested to accept, budget, and spend \$540,000 from the State Chancellor's Office (CCCO) (City College \$180,000, Mesa College \$180,000, and Miramar College \$180,000) in the 2022-2023 General Fund/Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	No
Budget Source	California Community College Chancellor's Office
Recommended Action	In the matter of additional funds received for Zero Textbook Costs (ZTC) funding in 2022-2023, authority is requested to accept, budget, and spend \$540,000 from the State Chancellor's Office (CCCO) (City College \$180,000, Mesa College \$180,000, and Miramar College \$180,000) in the 2022-2023 General Fund/Restricted Budget or within the allowable time frame approved by the California Community Colleges Chancellor's Office.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The Chancellor's Office released Zero Textbook Cost (ZTC) grant funding to 115 colleges to begin planning the development of a ZTC program. In Phase 1, each college received an initial grant of \$20,000 through district apportionment to begin planning the development of a ZTC program. Phase 2 will be titled ZTC Acceleration Grants which are competitive and intended to support the acceleration in development and implementation of ZTC degree programs by those colleges and/or districts that are ready. Colleges and/or districts will apply by responding to the Chancellor's Office Request for Applications (RFA) for an additional award of up to \$200,000 for each degree development and implemented.

Phase 3 "ZTC Implementation Grants" are the follow-up to the "ZTC Planning Grants" in Phase 1. Phase 3 funding is to support all colleges with the development and implementation of the planned ZTC degree programs. All 115 colleges received an additional \$180,000 through district apportionment to design, develop and pilot a ZTC degree offering. Using the NOVA platform, colleges will need to submit a workplan by October 2023, and complete implementation and reporting by December 2024. Phase 3 funding must be spent by June 30, 2026.

2. Terms of Agreement:

The agreement is effective upon Board approval and continues through June 30, 2026.

3. Cost and Funding:

The table below reflects **Phase 3** funds distribution to San Diego Community College District Colleges:

Total: \$540,000

City	Mesa	Miramar	Total
\$180,000	\$180,000	\$180,000	\$540,000

The District's approved indirect cost rate is 30% of salaries for on-campus and 19% of salaries for off-campus projects. Under the terms of this agreement, no direct costs may be charged against the grant; however, the project will incur indirect costs. Therefore, the cost will be absorbed by the District.

File Attachments

[CCCCO Memo ESS 22-100-005 ZTC Program.pdf \(125 KB\)](#)**Motion & Voting**

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.17 In the matter of the "California Air Resources Board (CARB)" Grant from the California Air Resources Board (CARB), awarded in 2022 to San Diego City College Foundation authority is requested to: 1. Enter into an agreement with CARB whereas the project must be completed no later than March 30, 2025; and 2. Accept, budget and spend \$290,079 CARB Grant Funding in the 2023-24 General Fund/Restricted Budget.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$290,079.00
Budgeted	No
Recommended Action	<p>In the matter of the "California Air Resources Board (CARB)" Grant from the California Air Resources Board (CARB), awarded in 2022 to San Diego City College Foundation authority is requested to:</p> <ol style="list-style-type: none"> 1. Enter into an agreement with CARB whereas the project must be completed no later than March 30, 2025; and 2. Accept, budget and spend \$290,079 CARB Grant Funding in the 2023-24 General Fund/Restricted Budget.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

This Grant Award provides funding for activities that assist the Grantee in their participation in the implementation of Assembly Bill 617 (AB 617) (C. Garcia, Chapter 136, Statutes of 2017).

AB 617 seeks to ensure that all Californians benefit equitably from our State's air quality and climate efforts, especially those who live in the areas of California most severely impacted by air pollution.

Included in AB 617 is a provision for grants to community-based organizations for technical assistance and to support their efforts in this process. CARB has been charged with administering these grants.

In order to meet the intent of the Legislature, and in order to continue to build the capacity of California communities to participate in developing and implementing AB 617 programs, CARB created the Community Air Grants Program (Air Grants Program). The Air Grants Program aim is to provide support for community-based organizations to participate in the AB 617 process, and to build capacity to become active partners with government to identify, evaluate, and ultimately reduce air pollution and exposure to harmful emissions in their communities.

Examples of what Community Air Grants are being used to fund includes, but is not limited to:

- Community engagement and outreach related to AB 617
- Hiring consultants and/or technical experts
- Travel and logistical support for hosting and/or attending meetings related to AB 617 (i.e., room rental, meeting facilitation, transportation)
- Support for community operated air monitoring
- Data collection and analysis, including community based participatory research projects

2. Terms of Agreement:

The agreement will become effective upon Board approval and will continue through March 30, 2025. A draft Final Report must be received by CARB no later than 30 days after project completion or March 15, 2025, whichever is earlier. A Final Report must be received by CARB within 90 days after project completion or March 30, 2025, whichever is earlier.

3. Cost and Funding:

Funding in the amount of \$290,079 will be provided by the California Air Resources Board (CARB) to grant awardee San Diego City College Foundation. Funds will be distributed to the following major objects of expenditure:

2023-2024 General Fund/Restricted

Object Code/Accounts	Current Budget
1000 Certificated Salaries	\$137,741
2000 Classified Salaries	\$0
4000 Supplies/Materials	\$5,615
5000 Other Operating Expenses	\$135,255
7000 Indirect Costs	\$11,468
Total	\$290,079

File Attachments

[G20-CAGP-36 Exhibit A_Final.pdf \(292 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.18 Approval of purchase orders prepared during the period of April 1, 2023, through April 30, 2023.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Recommended Action	Approval of purchase orders prepared during the period of April 1, 2023 through April 30, 2023.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

Attached is the purchase order agenda item which shows the standard summary of all Purchase Orders listed for the month as follows:

- a. A listing of all District general Purchase Orders/Contracts by PO number, date, and amount;
- b. A listing of all District "Blanket" or "Open" Purchase Orders for Professional Services/Consultant Agreements by PO number, date, and amount (equal to or over \$5,000); and
- c. A listing of Purchases by Supplier Diversity categories (including all Minority-Owned/Woman-Owned/Disabled-Veteran Business Enterprise Businesses).

File Attachments

[April 2023 Board Report.pdf \(1,139 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.19 Approval of purchase orders prepared during the period of May 1, 2023 through May 31, 2023.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Recommended Action	Approval of purchase orders prepared during the period of May 1, 2023 through May 31, 2023.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Attached is the purchase order agenda item which shows the standard summary of all Purchase Orders listed for the month as follows:

- a. A listing of all District general Purchase Orders/Contracts by PO number, date, and amount;
- b. A listing of all District "Blanket" or "Open" Purchase Orders for Professional Services/Consultant Agreements by PO number, date, and amount (equal to or over \$5,000); and
- c. A listing of Purchases by Supplier Diversity categories (including all Minority-Owned/Women-Owned/Disabled-Veteran Business Enterprise Businesses).

File Attachments

[May 2023 Board Report.pdf \(795 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.20 Authority is requested to award RFB #23-08 for a districtwide requirements contract for the purchase of reprographic specialty paper products to Complete Office and Kelly Spicers Stores, as the most responsive and responsible bidders, and authorize the Manager of Business Services to execute the necessary contract documents.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Recommended Action	Authority is requested to award RFB #23-08 for a districtwide requirements contract for the purchase of reprographic specialty paper products to Complete Office and Kelly Spicers Stores, as the most responsive and responsible bidders, and authorize the Manager of Business Services to execute the necessary contract documents.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

RFB #23-08 was issued for a requirements contract for the purchase of reprographic bond paper, specialty paper products, and large format rolls for District-wide use. An evaluation committee was established with representation from each campus as well as Purchasing and Contract Services, and a review of the annual usage report was used to develop product specifications.

2. Summary:

RFB #23-08, Reprographic and Specialty Paper, District-wide was advertised to the public via The Daily Journal newspaper and nine (9) suppliers were invited to participate, via e-mail from Purchasing and Contract Services. Three (3) suppliers responded to the solicitation. Each bid submitted was evaluated based on price and necessary required documents. After review, it was determined that Complete Office was lowest, most responsible bidder for Section "A" of the bid and Kelly Spicers Stores was the lowest, most responsive for sections "B" and "C" of the bid.

3. Cost and Funding:

Per bid language, each supplier was asked to provide the District with their best and final pricing. It was determined that a six-month agreement with Complete Office and Kelly Spicers Stores, would provide the District the greatest savings compared to the current market climate. Individual District purchase orders will be issued accordingly.

File Attachments

[RFB 23-08 Opening Results.pdf \(74 KB\)](#)
[Complete Office - Draft.pdf \(217 KB\)](#)
[Spicers Agreement Draft.pdf \(327 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.21 Authority is requested to award RFP # 23-06 for District and College Branding Services to Selbert Perkins Design, as the low, responsive, and responsible bidder, and authorize the Manager, Business Services, to execute the necessary contract documents.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Recommended Action	Authority is requested to award RFP # 23-06 for District and College Branding Services to Selbert Perkins Design, as the low, responsive, and responsible bidder, and authorize the Manager, Business Services, to execute the necessary contract documents.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

RFP #23-06 was issued for District and College Branding Services. The bid specifications were developed by a committee comprised of subject matter experts within the Communications department at the District Office, Mesa College, City College, Miramar College, the seven campuses of San Diego College of Continuing Education, and Purchasing and Contract Services.

2. Summary:

RFP #23-06 for District and College Branding Services, was advertised to the public via the San Diego Daily Journal newspaper and thirteen (13) suppliers were invited to participate via e-mail from Purchasing and Contract Services. Eighteen (18) suppliers responded to the solicitation, five (5) suppliers were invited for presentations, and one (1) supplier was selected for award.

3. Cost and Funding:

Per RFP language, suppliers were asked to provide the District with their best and final pricing. It was determined that a one (1) year contract with Selbert Perkins Design would provide the District the greatest overall value.

File Attachments

[Top 5 Summary BOT.pdf \(75 KB\)](#)
[SPD Draft Agreement.pdf \(848 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.22 Authority is requested to award RFP #23-09 for District Website Redesign Services to 25th Hour Communications, as the low, responsive, and responsible bidder and authorize the Manager, Business Services, to execute the necessary contract documents.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Recommended Action	Authority is requested to award RFP #23-09 for District Website Redesign Services to 25th Hour Communications, as the low, responsive, and responsible bidder and authorize the Manager, Business Services, to execute the necessary contract documents.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

RFP #23-09 was issued for District Website Redesign Services. The bid specifications were developed by a committee comprised of subject matter experts within the Communications department at the District Office, Educational Services, Information Technology, College Police, and Purchasing and Contract Services.

2. Summary:

RFP #23-09 for District Website Redesign Services, was advertised to the public via the San Diego Daily Journal newspaper and eighteen (18) suppliers were invited to participate via e-mail from Purchasing and Contract Services. Nine (9) suppliers responded to the solicitation, and four (4) suppliers were invited for presentations, and one (1) supplier was selected for award. The submitted proposals were evaluated based on overall responsiveness, interest and approach, personnel and staffing resources, related experience and methodology, cost and rate proposal, IT accessibility standards and compliance, presentation, and complete required documents.

3. Cost and Funding:

Per RFP language, suppliers were asked to provide the District with their best and final pricing. It was determined that a one (1) year contract with 25th Hour Communications would provide the District with the greatest value overall.

File Attachments

[Board Summary Sheet RFP 23-09.pdf \(69 KB\)](#)
[25th Hour RFP 23-09 DRAFT AGREEMENT.pdf \(805 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee
Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.23 Authority to award RFP #23-10 for Executive Recruitment Services, to the most responsive, and responsible bidder meeting the terms, conditions, and specifications for the San Diego Community College District.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	Yes
Dollar Amount	\$115,000.00
Budgeted	Yes
Recommended Action	Authority to award RFP #23-10 for Executive Recruitment Services, to the most responsive, and responsible bidder meeting the terms, conditions, and specifications for the San Diego Community College District.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

RFP #23-10 was issued for Executive Recruitment Services for the District's Chancellor position. The RFP specifications were developed by a committee comprised of subject matter experts within the People, Culture, and Technology Services department as well as key district personnel. The awarded contract will not exceed one year commencing on June 16, 2023.

2. Summary:

RFP #23-10, Executive Recruitment Services was advertised to the public via the San Diego Daily Journal newspaper and eleven (11) suppliers were invited to participate via e-mail from the Purchasing and Contract Services.

3. Cost and Funding:

Per RFP language, suppliers were asked to provide the District with their best and final pricing. Award will be made according to the RFP requirements in a not to exceed amount of \$115,000. The fully executed contract with the selected firm will be brought back to the governing board at the next meeting for ratification.

Motion & Voting

Authority to award RFP #23-10 for Executive Recruitment Services, to Academic Search, the most responsive, and responsible bidder meeting the terms, conditions, and specifications for the San Diego Community College District.

Motion by Craig Milgrim, second by Mary Graham.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.24 Authority is requested to enter into a Professional Services Agreement with CWDL, Certified Public Accountants to perform all District internal auditing services for a one-year period beginning with fiscal year 2023-24, and; authorize the Executive Business Officer to execute the necessary documents.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$65,000.00
Budgeted	Yes
Budget Source	1110-74000-66000-5403
Recommended Action	Authority is requested to enter into a Professional Services Agreement with CWDL, Certified Public Accountants to perform all District internal auditing services for a one-year period beginning with fiscal year 2023-24, and; authorize the Executive Business Officer to execute the necessary documents.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The Internal Auditor position (#008305), a Management Unit position, is currently vacant. Outsourcing this position would produce a significant cost-avoidance and would ensure a truly independent process. The auditing firm will be required to provide reports to management and will include the possibility of direct reporting to the Board of Trustees.

The District's Budget Planning and Development Council has recommended that we move forward with a 1-year contract with an option of extension to preserve maximum flexibility to the District. The limited term is due to no formal RFP being issued. SDCCD will be issuing an RFP in the 2023.24 fiscal year.

Additionally, this would provide the District the flexibility to decide to move the work in-house if the vendor agreement proves unsatisfactory.

2. Summary:

Government Code Section 53060 authorizes the District to contract with persons to furnish services and advice to District in financial, economic, accounting, engineering, legal, or administrative matters if such persons are specially trained and experienced and competent to perform the special services required; however, Internal Auditing Services for San Diego Community College District was solicited via e-mail to seven (7) local firms that have internal auditing experience within the California Community College System and were invited to participate via e-mail from the Purchasing and Contract Services. One supplier responded to the solicitation. The proposal submitted was evaluated based on price and necessary required documents.

The engagement would begin with an assessment of risk factors followed by discussions with the District to identify areas of focus. Some common functional areas of evaluation are:

- Financial Close and Reporting: Reconciliations, financial statements, segregation of duties, budgeting, estimates and judgments, annual close process, accounts payable, accounts receivable, fixed assets, cash, EFTs (i.e. wires, ACH), positive pay.,
- Institutional Advancement: Grant administration, grant tracking and monitoring, SEFA reporting, accounting, budgeting, reporting, foundation, donor concentrations, foundation investment strategy.
- Operations & Auxiliary Services: Bookstore, libraries, food services, copy center, mail services. Ticket revenue, concessions revenue, fund raising, athletic scholarships, league compliance.
- Student Financial Processing: Student financial aid, tuition, enrollment fees, scholarships, funding, student loan processing.

3. Cost and Funding:

Appropriate funding has been budgeted through the District's operating budget to engage the necessary services.

The cost for the year of service will be in an amount to not exceed \$65,000.00.

File Attachments

[CWDL Certified Public Accountants Agreement.pdf \(2,157 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

13. Budget and Finance

Subject	13.25 Authority is requested to enter into a Professional Services Agreement with MGI Advocacy, Inc, to assist the District with advocacy and government relations in California politics for a two-year period through June 30. 2025 and; authorize the Executive Business Officer to execute the necessary documents.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$84,000.00
Budgeted	Yes
Budget Source	1110-73000-660010-5161
Recommended Action	Authority is requested to enter into a Professional Services Agreement with MGI Advocacy, Inc, to assist the District with advocacy and government relations in California politics for a two-year period through June 30. 2025 and; authorize the Executive Business Officer to execute the necessary documents.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

MGI Advocacy, Inc. provides professional services to the District to assist the District in developing legislation that becomes statute. Government Code Section 50360 authorizes the District to contract with persons to furnish services and advice to the District in financial, economic, accounting, engineering, legal, or administrative matters if such persons are specifically trained and experienced and competent to perform the special services required.

MGI Advocacy, Inc. is a California state lobbying and government relations firm that has expertise in California politics, education policy and finance, legislative strategy, public affairs, and procurement. MGI Advocacy, Inc. assists clients in taking their concepts and developing legislation that becomes statute. Over his sixteen years of government relations experience, MGI Advocacy President, Mark MacDonald has helped a multitude of clients get their desired needs in California government.

MGI Advocacy is relentless in their pursuit of our clients' strategic goals and has the relationships and necessary policy experience to successfully navigate California's complicated government and government agencies. They have helped numerous higher education, labor, professional associations, nonprofit, and private sector clients successfully reach their desired outcomes before the various branches and agencies of California's government.

MGI Advocacy has partnered with the District to provide this support.

2. Cost and Funding:

Annual contract cost will be \$84,000.

File Attachments

[MGI 6-30-2025.pdf \(790 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.01 Certification of short-term personnel service effective on or after June 16, 2023, per California Education Code Section 88003.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	Certification of short-term personnel service effective on or after June 16, 2023, per California Education Code Section 88003.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

The personnel action for short-term service effective on or after June 16, 2023, are shown on the attachment.

The Board of Trustees reserves the right to delegate to the Chancellor the hiring of personnel, including persons providing short-term service to meet operational needs, as contained in California Education Code Section 88003. In such cases, the Board will ratify the personnel actions at a subsequent public session.

File Attachments

[Short Term June 15, 2023.pdf \(131 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.02 Approval of academic, classified, substitute and student personnel actions relating to appointments, assignment changes, salary changes, status changes, leaves of absence, separations and volunteerism during the period May 1, 2023, through May 31, 2023.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	Approval of academic, classified, substitute and student personnel actions relating to appointments, assignment changes, salary changes, status changes, leaves of absence, separations and volunteerism during the period May 1, 2023, through May 31, 2023.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

The personnel action for contract employees during the period of May 1, 2023, through May 31, 2023, including appointments and separations are shown on the attached Personnel Action Report. Those individuals volunteering their services for SDCCD are shown on the attached Volunteer Action Report. One copy of the report on personnel actions for adjunct and hourly employees is maintained by the Vice Chancellor of People, Culture, and Technology Services and is provided to each Trustee for review upon request.

File Attachments

[Personnel Actions 6-15-23.pdf \(58 KB\)](#)

[MAY 2023 VOLUNTEER ACTION REPORT.pdf \(18 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.03 In the matter of Student Affairs at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to establish a 12-month 1.0 FTE Student Support Services Officer position (#00120487) to provide coordination within the Dreamer Resource Center and Intercultural Centers from the state budget restricted allocation (\$234,733), Range 12 (\$6,173.37-\$10,306.68 monthly) Supervisory and Professional Administrators Association (GFR).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$166,968.00
Budgeted	Yes
Budget Source	1751_13010_639000_2101
Recommended Action	In the matter of Student Affairs at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to establish a 12-month 1.0 FTE Student Support Services Officer position (#00120487) to provide coordination within the Dreamer Resource Center and Intercultural Centers from the state budget restricted allocation (\$234,733), Range 12 (\$6,173.37-\$10,306.68 monthly) Supervisory and Professional Administrators Association (GFR).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Assembly Bill 129, the Budget Act of 2021, included more than \$1 billion for CCC categorical program funding, which is intended to provide support services to students to improve educational outcomes, reduce equity, achievement and regional gaps, to address basic needs such as food and housing insecurity, and to help increase college affordability. Categorical funding as Dreamer Resource Liaison is intended to assign at least one staff person to intentionally create sustainable wraparound equity-minded efforts to address their unique needs to ultimately improve student retention, completion, and overall success. In addition, the position will support other efforts from the Intercultural Centers in relation to the students' multiple identities and roles to support the whole person.

2. Cost and Funding:

The cost associated with establishing the position will be funded by the Senate Bill 129, which is providing an amount of \$234,733 awarded to San Diego City College from the State Budget Categorical Program Allocation Dreamer Resource Liaison. Should this funding no longer be available, the salary and benefits for this position will end.

File Attachments

[SDCC Student Affairs Org Chart with Dreamer-Intercultural Centers Coordinator.pdf \(132 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.04 In the matter of the Counseling Program at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to establish two 11-month 1.0 FTE Contract Counselor positions (#00120483 & #00120484) Class 1, Step A – Class 6, Step C (\$6,301.36 - \$8,490.72), AFT College Faculty Unit (GFR).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$283,174.00
Budgeted	Yes
Budget Source	City College GFR funded, 1546_13150_631000_1205
Recommended Action	In the matter of the Counseling Program at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to establish two 11-month 1.0 FTE Contract Counselor positions (#00120483 & #00120484) Class 1, Step A – Class 6, Step C (\$6,301.36 - \$8,490.72), AFT College Faculty Unit (GFR).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

San Diego City College recognizes that the Latinx and Black student populations continues to be disproportionately impacted (DI) and are among a few groups identified in the institutions' Equity Plan. Providing intrusive counseling and student support programs, activities, events, and services with an intentional focus on Black student populations is of high priority to help increase key performance indicators related to college access, course success, retention, sense of belonging, and program completion.

2. Terms of Agreement:

The monthly cost of salary and benefits to fund this position is \$12,872. This cost incurred will be covered by City College Student Equity budget (GFR), 1546_13150_631000_1205. Should this funding no longer be available, the salaries and benefits for these positions will end.

File Attachments

[Counseling - ORG Chart.pdf \(106 KB\)](#)
[Counselor Job Description.pdf \(77 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.05 In the matter of the Counseling Program at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to increase a vacant 1.0 FTE, 10-month Counselor position (#002608) to a 1.0 FTE, 11-month Counselor position, Class 1, Step A – Class 6, Step C (\$6,301.36 - \$8,490.72), AFT - College Faculty Unit (GFU).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$13,525.30
Budgeted	Yes
Budget Source	City College GFU funded by vacant position #002608, 1110_13150_631000_1205
Recommended Action	In the matter of the Counseling Program at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to increase a vacant 1.0 FTE, 10-month Counselor position (#002608) to a 1.0 FTE, 11-month Counselor position, Class 1, Step A – Class 6, Step C (\$6,301.36 - \$8,490.72), AFT - College Faculty Unit (GFU).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The EOPS Counselor Contract vacancy is currently a 10-month position. The request to convert it to an 11-month Counselor Contract position is to help address student and departmental needs. Under the direction of the Dean of Student Development & Matriculation, the Counselor provides information, services, and resources to assist students in meeting their personal, educational, and career objectives; including the selection of evaluation instruments, orientation to academic programs and services; degree, certificate, and transfer advising; community articulation; research; liaison with instructional departments; and instruction in adaptive skills.

2. Terms of Agreement:

The cost of salary and benefits for increasing the 10-month Counseling position will be \$13,535.30, equaling one month's salary and benefits; the increase cost will be covered by the City College GFU budget number funded by position #002608, 1110_13150_631000_1205.

File Attachments

[Position Justification Form_EOPS Counselor_POSN 002608_Signed.pdf \(240 KB\)](#)
[Counselor Job Description.pdf \(77 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.06 In the matter of the Student Health Center at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to increase a vacant 1.0 FTE, 10-month College Contract Instructor position (#008214) to a 1.0 FTE, 11-month College Contract Non-instructional faculty position, Class 1, Step A – Class 6, Step C (\$6,301.36 - \$8,490.72), AFT -College Faculty Unit (GFU).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$13,525.30
Budgeted	Yes
Budget Source	City College GFU funded by vacant position #008214, 1110_13015-644000_1205
Recommended Action	In the matter of the Student Health Center at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to increase a vacant 1.0 FTE, 10-month College Contract Instructor position (#008214) to a 1.0 FTE, 11-month College Contract Non-instructional faculty position, Class 1, Step A – Class 6, Step C (\$6,301.36 - \$8,490.72), AFT -College Faculty Unit (GFU).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The Student Health Center Nurse Contract vacancy is currently a 10-month position. The request to convert it to an 11-month Nurse Contract position is to help address student, departmental and campus needs. The Student Health Center-SHC (both Mental Health and Medical/Nursing care) provides services to students across all 12 months of the year. Student needs, and the SHC care model, are not aligned with the 10-month model utilized for instructional faculty members. A 10-month position is insufficient in addressing the continuity of care and safe and efficient transmission of critical information to the Part Time faculty who staff the SH Clinic and to support the public health of the campus community. The Student Health Clinic currently does not have (and has never had) a Contract-Nurse or other clinical position. The lack of a full-time clinician significantly impacts safe, professional, and ethical clinical practice as it relates to continuity of care. Continuity is assured with the establishment 11-month Contract Nurse position. Under the direction of the Vice President of Student Services and the Chair of the Student Health Center, the RN performs work related to student health and wellness, including nursing evaluation, diagnosis and treatment, patient teaching, health counseling, health education, and maintenance of students' confidential electronic personal health records. The RN also assists with and coordinates the delivery of health education services and daily center operations. The RN's key role is in assisting students with clinical care services, mental health linkages, communicable disease control, illness assessment and referrals, first aid treatment, self-care programs, and health education resources.

2. Terms of Agreement:

The cost of salary and benefits for increasing the 10-month Instructor position will be \$13,535.30, equaling one month's salary and benefits; the increase cost will be covered by the City College GFU budget number funded by position #008214, 1110-13015-644000-1205.

File Attachments

[FINAL Position Justification for Clinic FT Nurse signed \(002\).pdf \(249 KB\)](#)
[CIT_Org_Mod_POSN 008214_Cosmo to Nurse.pdf \(475 KB\)](#)
[Nurse Classification Description.pdf \(86 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.07 In the matter of the School of Information & Learning Technology at San Diego City College, effective July 1, 2023 (contingent upon review by People, Culture, and Technology Services), authority is requested to increase a 12-month .40 FTE Instructional Assistant/Learning Resources position (#012019) and incumbent to a 1.0 FTE, Range 18 (\$3,930.81 - \$5,691.12), AFT - Classified Professionals Unit (GFU).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$40,976.16
Budgeted	Yes
Budget Source	1110-14840-612000-2101
Recommended Action	In the matter of the School of Information & Learning Technology at San Diego City College, effective July 1, 2023 (contingent upon review by People, Culture, and Technology Services), authority is requested to increase a 12-month .40 FTE Instructional Assistant/Learning Resources position (#012019) and incumbent to a 1.0 FTE, Range 18 (\$3,930.81 - \$5,691.12), AFT - Classified Professionals Unit (GFU).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

As part of the College's effort to assure student success and equity consistent with legislative mandates, the College requests an increase in FTE for an existing .4 Instructional Assistant/Learning Resources position to a 1.0 FTE full time position. This position will support the complex and ongoing instructional needs of the College's extensive student success and equity endeavors within the School of Information & Learning Technology at San Diego City College, using independent judgment to perform research, special studies, and analysis of a paraprofessional and technical nature; making decisions and resolve the needs of the assigned area, applying and interpreting laws, rules, and District policies and regulations; and performing a variety of difficult and specialized clerical and administrative duties.

2. Terms of Agreement:

In 2023-2024, the cost of salary and benefits for the increase from .4 FTE to 1.0 FTE is \$40,976.16, which will be funded from the budget provided below:

1110-14840-612000-2101

There are no anticipated additional costs to the district. Any additional costs will be borne by San Diego City College.

File Attachments

[SILT Org Chart - Current-Proposed.docx \(138 KB\)](#)

[14.07.pdf \(142 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.08 In the matter of the Administrative Services Division at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to establish a 12-month 1.0 FTE Senior Accounting Technician position (#00120481), Range 23 (\$4,104.63 - \$6,551.93) AFT - Classified Professionals Unit in the Business Services Department (GFR).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$81,683.92
Budgeted	Yes
Budget Source	1767-14710-601000-2101
Recommended Action	In the matter of the Administrative Services Division at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to establish a 12-month 1.0 FTE Senior Accounting Technician position (#00120481), Range 23 (\$4,104.63 - \$6,551.93) AFT - Classified Professionals Unit in the Business Services Department (GFR).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

As part of the College's effort to assure student success and equity consistent with legislative mandates, the College requests the creation of a 1.0 FTE Senior Accounting Technician. This position will support the Strong Workforce Program with complex and ongoing administration of the College's extensive procurement process in a lead capacity, using independent judgment to perform research and analysis of a paraprofessional and technical nature; making decisions and resolve the needs of the campus, applying and interpreting laws, rules, and District policies and regulations; and performing a variety of difficult and specialized administrative duties.

The position will directly support the Business Services Department in collaboration with the Strong Workforce Program leads at San Diego City College.

2. Cost and Funding:

\$52,996.56 in salary and \$28,687.36 in benefits and mandated costs.

The cost of salary and benefits for the new position will be funded by restricted Strong Workforce Program funds continuously as funding is available. Should this funding no longer be available, other available College funding will be used to fund the salary and benefits of this position.

File Attachments

[Administrative Services Division Org Chart 5-11-23.pdf \(331 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.09 In the matter of the Student Services Division reorganization at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to: 1. Delete a vacant 12-month 1.0 FTE Administrative Technician position (#010293) Range 22 (\$3,977.83 - \$6349.52) AFT - Classified Professionals Unit in the Student Affairs Department; and, 2. Establish a 12-month 1.0 FTE Student Services Technician position (#00120480), Range 23 (\$4,104.63 - \$6,551.93) AFT – Classified Professionals Unit in the Financial Aid Department (GFU).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$2,204.68
Budgeted	Yes
Budget Source	1110-13320-646000-2101
Recommended Action	<p>In the matter of the Student Services Division reorganization at San Diego City College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to:</p> <ol style="list-style-type: none"> 1. Delete a vacant 12-month 1.0 FTE Administrative Technician position (#010293) Range 22 (\$3,977.83 - \$6349.52) AFT - Classified Professionals Unit in the Student Affairs Department; and, 2. Establish a 12-month 1.0 FTE Student Services Technician position (#00120480), Range 23 (\$4,104.63 - \$6,551.93) AFT – Classified Professionals Unit in the Financial Aid Department (GFU).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

As part of the College's effort to assure student success and equity consistent with legislative mandates, the College requests the creation of a 1.0 FTE Student Services Technician in the Financial Aid Department. This position will support the complex and ongoing administration of the College's extensive student success and equity endeavors within the Student Financial Aid department, using independent judgment to perform research, special studies, and analysis of a paraprofessional and technical nature; making decisions and resolve the needs of the assigned area, applying and interpreting laws, rules, and District policies and regulations; and performing a variety of difficult and specialized clerical and administrative duties.

The position will directly support the Financial Aid department, and serve as the campus Scholarship Coordinator that will be the point of contact for donors and students applying for campus scholarships. This includes processes with expenditure monitoring, and quarterly and year-end report preparation for submission to college, county, State, and federal agencies in collaboration with the office of the Vice President of Student Services (VPSS).

2. Cost and Funding:

In 2022-2023, the estimated annual cost difference for salary and benefits between the deleted range 22 Administrative Technician position and new range 23 Student Services Technician is \$2,204.68, which will be funded from the budgets provided below:

1110-13320-646000-2101

File Attachments

[Student Affairs Position Org Chart - Board Docket.pdf \(149 KB\)](#)
[Financial Aid Scholarship Org Chart 04 Overview.04.24.23 \(002\).pdf \(251 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.10 In the matter of reorganizing the School of Public Safety, Fire Technology and Emergency Medical Technician Department at San Diego Miramar College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services Division) to: 1. Establish an Instructional Lab Technician/Emergency Medical Technician (EMT) classification, Range 23 (\$4,104.63-\$6,551.93), AFT - Classified Professionals Unit; and, 2. Establish a 12-month 1.0 FTE Instructional Lab Technician/Emergency Medical Technician (EMT) position (#00120482), Range 23 (\$4,104.63-\$6,551.93), AFT – Classified Professionals Unit; and 3. Implement the restructure according to the attached organizational charts (GFU).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$100,371.00
Recommended Action	<p>In the matter of reorganizing the School of Public Safety, Fire Technology and Emergency Medical Technician Department at San Diego Miramar College, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services Division) to:</p> <ol style="list-style-type: none"> 1. Establish an Instructional Lab Technician/Emergency Medical Technician (EMT) classification, Range 23 (\$4,104.63-\$6,551.93), AFT - Classified Professionals Unit; and, 2. Establish a 12-month 1.0 FTE Instructional Lab Technician/Emergency Medical Technician (EMT) position (#00120482), Range 23 (\$4,104.63-\$6,551.93), AFT – Classified Professionals Unit; and 3. Implement the restructure according to the attached organizational charts (GFU).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Operation of the Emergency Medical Technician Program at Miramar College requires ongoing instructional assistance to faculty, NANCE staff, and lab students. As a lab school, the Emergency Management Program has increased the number of lab students over the past ten years. Duties and services impacted by this growth include implementation of daily programs and routines, planning of curriculum, supervision of students, and lab student mentorship.

The 1.0 FTE Instructional Lab Technician/EMT will improve operations throughout the program and allow management to redistribute additional workload created by the additional number of lab students. The Instructional Laboratory Technician will also ensure all faculty and contract classified employees supporting this program can participate equitably in staff meetings, College Hour events, and professional development opportunities, while maintaining accreditation standards for the program.

2. Cost and Funding:

The annual cost of salary and benefits for the 1.0 FTE Instructional Laboratory/EMT position is \$100,371. All costs will be funded with the general fund unrestricted budget. The GL string is 1110-34331-125000-2201.

Object Code/Account	General Fund/ Unrestricted <u>2023-2024</u>
2000 Classified Salaries	\$54,304
3000 Employee Benefits	<u>\$46,067</u>
TOTAL	\$100,371

File Attachments

[PS Org Chart Current EMT.pdf \(150 KB\)](#)[Instructional Lab Technician - Emergency Medical Technician 6-5-2023.pdf \(105 KB\)](#)**Motion & Voting**

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.11 In the matter of the San Diego College of Continuing Education Instructional Services Office, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to increase two 11-month .50 FTE Instructional Assistant/English as a Second Language (ESL) positions (#008032 & #008282) and incumbents to 0.625 FTE, Range 16 (\$2,458.87 - \$3,390.49) AFT – Classified Professionals Unit (GFR).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$18,965.74
Budgeted	Yes
Budget Source	1214_44500_493084_2201
Recommended Action	In the matter of the San Diego College of Continuing Education Instructional Services Office, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to increase two 11-month .50 FTE Instructional Assistant/English as a Second Language (ESL) positions (#008032 & #008282) and incumbents to 0.625 FTE, Range 16 (\$2,458.87 - \$3,390.49) AFT – Classified Professionals Unit (GFR).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The San Diego College of Continuing Education has identified a need to support our community and meet the targets of the college and the district. By increasing the weekly hours for two contract Instructional Assistants, from 20 to 25 weekly hours, SDCCE will be better able to serve the growing number of on-campus ESL classes at the SDCCE Miramar Campus as well as continue to support the large online ESL program. The job of the ESL Instructional Assistants has become more complex and challenging as they now support on-campus as well as online classes, assessment, placement, and registration. The limited staffing at SDCC Miramar has also contributed to the need for the increase in hours. With the additional hours, the ESL Program will be able expand offerings at the SDCCE Miramar campus and move students off wait-lists.

2. Cost and Funding:

The cost of the salary to increase the hours of the positions (#008032 & #008282) Instructional Assistant/English as a Second Language (ESL) Contract salary range 16 (\$3,398.51 \$5,424.79) AFT – Classified Professionals Unit from 20 hours per week to 25 hours per week will be \$18,965.74 in salaries and mandated costs and will be covered by funding in the restricted budget source 1214_44500_493084_2201. Should this funding no longer be available, the College of Continuing Education will identify different funding to cover the costs of the salaries and benefits for these positions.

File Attachments

[CE Miramar Current - Proposed 1.pdf \(220 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.12 In the matter of the CalWORKS program at San Diego College of Continuing Education, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to: 1. Delete, a vacant 12-month 1.0 FTE Student Services Assistant position (#00120126), Range 16 (\$3,934.20- \$5,424.79), AFT – Classified Professionals Unit; and, 2. Establish a 12-month 1.0 FTE Student Services Technician position (#00120485) Range 23 (\$4,104.63- \$6,551.93) AFT - Classified Professionals Unit (GFR).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$10,750.26
Budgeted	Yes
Budget Source	1686_43080_649000_2101
Recommended Action	In the matter of the CalWORKS program at San Diego College of Continuing Education, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to: 1. Delete, a vacant 12-month 1.0 FTE Student Services Assistant position (#00120126), Range 16 (\$3,934.20- \$5,424.79), AFT – Classified Professionals Unit; and, 2. Establish a 12-month 1.0 FTE Student Services Technician position (#00120485) Range 23 (\$4,104.63- \$6,551.93) AFT - Classified Professionals Unit (GFR).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose

The CalWORKs program at San Diego Continuing Education is dedicated to supporting students in achieving self-sufficiency through education and career training opportunities. The program specifically caters to students who receive cash aid. The services we offer include comprehensive case management, academic and career counseling, paid work-study and career services, as well as assistance with reimbursement requests for various education and work-study costs such as course supplies, mileage, textbooks, uniforms, transportation, and testing fees. Eligible students can access CalWORKs services at SDCCE's campuses or offsite locations.

Our department currently relies on a student services assistant who assists students with daily inquiries and appointments, handles paperwork, and maintains copies of relevant documents in multiple languages for orientations. They also manage orientation schedules, update attendance lists, send completion emails, assign new students, monitor caseloads, and ensure accurate data entry.

To enhance our support services, we propose a staffing change from a student services assistant to a student services technician. This transition will significantly benefit our department's ability to provide comprehensive wrap-around services to our CalWORKs students. The student services technician will continue to perform the existing tasks, focusing on improving efficiency and effectiveness in various areas.

The student services technician will be responsible for updating and maintaining SARS (Student Appointment and Records System) daily, ensuring accurate scheduling of appointments for instructional and adjunct counselors as needed.

In addition, the student services technician will also play a crucial role in maintaining data accuracy. They will check CalWORKs student statuses in Calwin daily to assist with counselor assignments and orientation sign-up. Furthermore, they will review PEOPLESOFT for all students' enrollment and prepare a Management Information System (MIS) entry checklist, ensuring accurate reporting by comparing reports with counselor's students on their caseloads. The technician will also delete multiple student entries in PS (PeopleSoft) to ensure MIS accuracy.

This staffing change will allow us to provide more focused and efficient support to our CalWORKs students. By having a dedicated student services technician, we can improve the level of service offered during orientations, streamline appointment scheduling, enhance data accuracy, and facilitate a smoother overall experience for our students.

2. Cost and Funding:

The increase in the cost of the salary and benefits of deleting the Student Services Assistant position and establishing a Student Services Technician position (#), Range 23, (\$4,104.63-\$6,551.93) in the in the AFT Classified Professionals Unit will be \$10,750.26 annually. The costs will be covered by upgrading the vacant 1.0 FTE Student Services Assistant position #00120126 Range 16 (\$3,398.51- \$5,424.79) and by funding in the restricted budget source 1686_43080_649000_2101. Should this funding no longer be available, the College of Continuing Education will identify alternative funding to cover the cost of the salary and benefits for this position.

File Attachments

- [CalWORKs Organizational Chart Current.docx \(47 KB\)](#)
- [CalWORKs Organizational Chart Proposed.docx \(47 KB\)](#)
- [14.12 a.pdf \(77 KB\)](#)
- [14.12 b.pdf \(77 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.13 In the matter of revisions to and establishment of classification descriptions within District Divisions, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to revise the Chancellor classification description to include the Executive Management Unit and salary range 5 (\$26,891.80-\$34,481.63).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Recommended Action	In the matter of revisions to and establishment of classification descriptions within District Divisions, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to revise the Chancellor classification description to include the Executive Management Unit and salary range 5 (\$26,891.80-\$34,481.63).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The Board of Trustees has requested to update the Chancellor classification description to reflect changes in the priorities for the position. The revised classification description will be used for the vacancy announcement to fill the current vacancy.

2. Cost and Funding:

None.

File Attachments

[Chancellor Classification Description 062023.pdf \(100 KB\)](#)

Motion & Voting

In the matter of revisions to and establishment of classification descriptions within District Divisions, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services) to revise the Chancellor classification description to include "The Board seeks a leader committed to student success, academic excellence, diversity, equity, inclusion, and accessibility" as amended to include the Executive Management Unit and salary range 5 (\$26,891.80-\$34,481.63).

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.14 REMOVED FROM THE AGENDA In the matter of the Development and Entrepreneurship Division at the District Office, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services), to: 1. Delete a vacant 12-month 1.0 FTE Administrative Assistant IV position (#00120460), Range 21 (\$3,865.70-\$6,170.54), AFT – Classified Professionals Unit; and, 2. Establish a 12-month 1.0 FTE Administrative Assistant position (#00120486), Range 7 (\$4,726.38-\$7,890.88), Supervisory & Professional Administrators Association (GFU).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Budget Source	1117-77000-660000-2101
Recommended Action	In the matter of the Development and Entrepreneurship Division at the District Office, effective July 1, 2023, authority is requested (contingent upon review by People, Culture, and Technology Services), to: 1. Delete a vacant 12-month 1.0 FTE Administrative Assistant IV position (#00120460), Range 21 (\$3,865.70-\$6,170.54), AFT – Classified Professionals Unit; and, 2. Establish a 12-month 1.0 FTE Administrative Assistant position (#00120486), Range 7 (\$4,726.38-\$7,890.88), Supervisory & Professional Administrators Association (GFU).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The Administrative Assistant position will provide administrative support and daily management and coordination of office functions for the Vice Chancellor of Development and Entrepreneurship.

2. Cost and Funding:

Total Cost increase of \$1,018.55 in salary and \$691.850 in benefits; \$1,710.40 monthly.

Budget Source: 1117-77000-660000-2101

14. Human Resources

Subject	14.15 In the matter regarding the People, Culture, and Technology Services Division, effective July 1, 2023, authority is requested (contingent upon review by People, Culture and Technology Services), to: 1. Establish a new Manager, Customer Experience classification, Range 3 (\$8,742.09-\$14,241.40), Management Unit; 2. Establish a 12-month 1.0 FTE Manager, Customer Experience (#00120477), Range 3 (\$8,742.09-\$14,241.40), Management Unit; and 3. Delete a 12-month, 1.0 FTE Manager, Information Security (#00120190), Range 3 (\$8,742.09-\$14,241.40), Management Unit and transfer incumbent to new Manager, Customer Experience position (GFU).
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	No
Budgeted	Yes
Budget Source	1110_74400_678010_2101
Recommended Action	<p>In the matter regarding the People, Culture, and Technology Services Division, effective July 1, 2023, authority is requested (contingent upon review by People, Culture and Technology Services), to:</p> <ol style="list-style-type: none"> 1. Establish a new Manager, Customer Experience classification, Range 3 (\$8,742.09-\$14,241.40), Management Unit; 2. Establish a 12-month 1.0 FTE Manager, Customer Experience (#00120477), Range 3 (\$8,742.09-\$14,241.40), Management Unit; and 3. Delete a 12-month, 1.0 FTE Manager, Information Security (#00120190), Range 3 (\$8,742.09-\$14,241.40), Management Unit and transfer incumbent to new Manager, Customer Experience position (GFU).

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

As part of an ongoing evaluation of the effective, efficient, and equitable delivery of services in the Information Technology Services department, the option to implement a virtual information security officer (VCISO) to manage the district's comprehensive network, use, and information security protocols has been identified to improve the quality of security while reducing costs. In June, the District implemented a new help desk software application to facilitate more efficient management of requests for service, data collection on trends in service requests, and proactive management of ITS service delivery. The operational changes have led to the need to reallocate the existing IT security management functions to management of help desk operations.

2. Cost and Funding:

This position will be funded by 1110_74400_678010_2101. This will be a cost neutral change as the new position is at the same salary range as the current position proposed to be deleted.

File Attachments

[Manager Customer Experience Classification Description 06152023.pdf \(149 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.
Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee
Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.16 In the matter regarding contract positions districtwide, as a result of the 2023 Window-Period and recent classification and organizational reviews, authority is requested to reallocate or reclassify positions or remove classifications, effective July 1, 2023.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$178,431.62
Budgeted	Yes
Budget Source	Various
Recommended Action	In the matter regarding contract positions districtwide, as a result of the 2023 Window-Period and recent classification and organizational reviews, authority is requested to reallocate or reclassify positions or remove classifications, effective July 1, 2023.

STATEMENT OF ISSUE/PURPOSE:

1. Background and Purpose:

As a result of the 2023 Window-Period and recent classification and organizational reviews, recommendations were made regarding: reclassifications (consistently performing duties outside of their current classification), and/or range reallocations (increases of the responsibilities and accountabilities over the past years).

It is recommended the positions are changed in classification or range as shown in the attachment.

Change the classification or range:

MESA COLLEGE

Reclassify a 12-month 1.0 FTE Production Services Assistant position (#001200) and incumbent, Range 14 (\$3,945.94 - \$5,181.89), AFT Classified Professionals - Office Technical Unit, to Digital Color Assistant, Range 19 (\$3,838.95 - \$5,836.03), AFT Classified Professionals - Office Technical Unit, at Mesa College Repographics;

Reclassify a 12-month 1.0 FTE Student Services Supervisor I position (#009868) and incumbent, Range 10 (\$5,513.71 - \$9,205.36), Supervisory & Professional Administrators Association, to Financial Aid Officer, Range 12 (\$6,173.37 - \$10,306.68), Supervisory & Professional Administrators Association, at Mesa College Financial Aid;

Reclassify a 12-month 1.0 FTE Senior Media Clerk position (#008478) and incumbent, Range 16 (\$3,934.20 - \$5,424.79), AFT Classified Professionals - Office Technical Unit, to Media Technician, Range 20 (\$3,946.85 - \$6,000.07), AFT Classified Professionals - Office Technical Unit, at Mesa College LRC;

Reclassify a 12-month 1.0 FTE Administrative Assistant I position (#009352) and incumbent, Range 13 (\$3,871.30 - \$5,083.86), AFT Classified Professionals - Office Technical Unit, to Administrative Assistant II, Range 16 (\$3,934.20 - \$5,424.79), AFT Classified Professionals - Office Technical Unit, at Mesa College VP of Instruction;

Reclassify a 12-month 1.0 FTE Administrative Assistant III position (#010503) and incumbent, Range 18 (\$3,930.81 - \$5,691.12), AFT Classified Professionals - Office Technical Unit, to Senior Account Clerk, Range 19 (\$3,838.95 - \$5,836.03), AFT Classified Professionals - Office Technical Unit, at Mesa College VTEA;

Reclassify a 12-month 1.0 FTE Student Services Assistant position (#002818) and incumbent, Range 16 (\$3,934.20 - \$5,424.79), AFT Classified Professionals - Office Technical Unit, to Senior Student Services Assistant, Range 19 (\$3,838.95 - \$5,836.03), AFT Classified Professionals - Office Technical Unit, at Mesa College Veterans and Records;

MIRAMAR COLLEGE

Reclassify a 12-month 1.0 FTE Senior Account Clerk position (#010327) and incumbent, Range 19 (\$3,838.95 - \$5,836.03) AFT Classified Professionals - Office Technical Unit, to Accounting Technician, Range 21 (\$3,865.70 - \$6,170.54), AFT Classified Professionals - Office Technical Unit, at Miramar College Student Accounting;

Reclassify a 12-month 1.0 FTE Senior Student Services Assistant position (#003481) and incumbent, Range 19 (\$3,838.95 - \$5,836.03), AFT Classified Professionals - Office Technical Unit, to Student Assistance Technician – Financial Aid, Range 23 (\$4,104.63 - \$6,551.93), AFT Classified Professionals - Office Technical Unit, at Miramar College Financial Aid;

CONTINUING EDUCATION

Reclassify a 12-month 1.0 FTE Student Services Technician positions (#00120465) and incumbent, Range 23 (\$4,104.63 - \$6,551.93), AFT Classified Professionals - Office Technical Unit, to Job Development & Placement Specialist, Range 31 (\$5,424.79 - \$8,659.20), AFT Classified Professionals - Office Technical Unit, at Continuing Education Student Equity Plan;

Reclassify a 12-month 1.0 FTE Senior Student Services Assistant position (#00120125) and incumbent, Range 19 (\$3,838.95 - \$5,836.03), AFT Classified Professionals – Office Technical Unit, to Student Services Technician, Range 23 (\$4,104.63 - \$6,551.93), AFT Classified Professionals – Office Technical Unit, at Continuing Education – Student Equity Plan

DISTRICT OFFICE/DISTRICT SERVICE CENTER

Reallocate the District Reprographics/Digital Production Supervisor classification and a 12-month 1.0 FTE position (#001906) and incumbent, Range 9 (\$5,224.07 - \$8,721.81), Supervisory & Professional Administrators Association, to Range 11 (\$5,825.81 - \$9,726.42), Supervisory & Professional Administrators Association, at District Office Reprographics;

Reallocate the Manager, Payroll and Retirement Services classification and a 12-month 1.0 FTE position (#007629) and incumbent, Range 14 (\$7,174.08 - \$11,447.11), Management Unit, to Range 17 (\$8,666.84 - \$13,877.15), Management Unit, at District Office People, Culture, & Technology;

Reclassify a 12-month 1.0 FTE Administrative Technician position (#011518) and incumbent, Range 22 (\$3,977.83 - \$6,349.52), AFT Classified Professionals – Office Technical Unit, to Program Support Technician, Range 23 (\$4,104.63 - \$6,551.93), AFT Classified Professionals – Office Technical Unit, at District Office DSPS;

Reallocate the Evaluator classification and nine 12-month 1.0 FTE positions (#011770, #000940, #011769, #010934, #00120412, #000774, #001812, #010398, & #001864) and incumbents, Range 23 (\$4,104.63 - \$6,551.93), AFT Classified Professionals – Office Technical Unit, to Range 26 (\$4,511.76 - \$7,201.80), AFT Classified Professionals – Office Technical Unit, at District Office Curriculum and Instruction;

Reallocate and retitle the Locksmith classification and a 12-month 1.0 FTE positions (#010084) and incumbent and one vacant 12-month 1.0 FTE Locksmith position (#00120076), Range 25 (\$4,368.93 - \$6,973.81), AFT Classified Professionals – Maintenance & Operations Unit, to Locksmith/Access Control Technician, Range 27 (\$4,669.28 - \$7,453.22), AFT Classified Professionals – Maintenance & Operations Unit, at District Service Center – Facilities Services;

2. Cost and Funding:

The total increase to General Fund Unrestricted for fiscal year 2023-2024 to fund the reclassified positions and/or range reallocations as outlined in the attachment of this agenda item will be \$178,431.62.

Title 5 of the California Code of Regulations, Section 58198, provides for the transfer of funds between expenditure classifications anytime by resolution of the Board of Trustees.

File Attachments

[2023 Window Period Results Final - Board Agenda Attachment.pdf \(272 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.17 Consideration and approval of the application for participation in the CalSTRS Reduced Workload/Early Retirement Program.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Preferred Date	Jun 15, 2023
Recommended Action	Consideration and approval of the application for participation in the CalSTRS Reduced Workload/Early Retirement Program.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

Article XVII, Section 17.1 in the current agreement with the American Federation of Teachers provides that on approval of the Board of Trustees, faculty members shall be granted the option of 50 percent reduced load/early retirement.

STRS requires that copies of Board minutes approving the participation of eligible applicants in the Reduced Workload Program be filed with them in advance of the effective date. The District's contribution rate for STRS for 2022-2023 is 19.1 percent. The Reduced Workload Program contribution rate for 2022-2023 is 19.1 percent. However, STRS and statutory benefits are subject to change.

The following individuals meet the basic eligibility requirements for participation in this program beginning July 1 of the 2023-2024 academic year and seek approval of the Board.

Miramar College - Roger Olson

Cost and Funding:

The projected savings to the District for allowing Roger Olson's participation in the program for five years is projected to be \$138,184.49.

Given that benefit rates may be subject to change, the actual savings as compared to the projected savings over the five-year period are also subject to change.

File Attachments

[Olson, Roger Benefit Cost Analysis.pdf \(141 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject **14.18 Consideration and approval of sabbatical leaves for the 2023-2024 academic year.**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Action (Consent)

Fiscal Impact Yes

Budgeted Yes

Recommended Action Consideration and approval of sabbatical leaves for the 2023-2024 academic year.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

Sabbatical leaves for college faculty are approved in accordance with the Collective Bargaining Agreement with the American Federation of Teachers (AFT) Guild. The Presidents recommend that the following faculty be approved for a sabbatical leave for the 2023-2024 academic year:

San Diego City College

Faculty	Leave Option & Compensation
Paul Alexander	Fall Semester Only (100%)
Christy Ball	Fall Semester Only (100%)
Jennifer Boots	Spring Semester Only (100%)
Kristen Cole	Fall Semester Only (100%)
Cy Kuckenbaker	Spring Semester Only (100%)
Oscar Preciado	Fall Semester Only (100%)

San Diego Mesa College

Faculty	Leave Option & Compensation
Bailey Bishop	Fall Semester Only (100%)
Rebekah Corrales	Second Six Months of the Fiscal Year (100%)
Jennifer Derilo	Full Academic Year (50%)
Sean A. Flores	Second Six Months of the Fiscal Year (100%)
Chris Kalck	Second Six Months of the Fiscal Year (100%)
Kimberly Lacher	Spring Semester Only (100%)
Irena Stojimirovic	Spring Semester Only (100%)

San Diego Miramar College

Faculty	Leave Option & Compensation
Barbara Clark	First Six Months of the Fiscal Year (100%)
Dave Clark	First Six Months of the Fiscal Year (100%)
Maryann Guevarra	Second Six Months of the Fiscal Year (100%)
Denise Maduli-Williams	Fall Semester Only (100%)
Angela L. Romero	Spring Semester Only (100%)

San Diego College of Continuing Education

Faculty	Leave Option & Compensation
Marne Foster	Fall Semester Only (100%)

Iris W. Lowe	Spring Semester Only (100%)
Stephanie Thomas	Fall Semester Only (100%)

2. Terms of Agreement:

The Collective Bargaining Agreement between the AFT Guild, Local 1931, and the San Diego Community College District contains provisions and specifications affecting college and continuing education faculty on an annual basis. While salary and benefits costs are provided during these sabbatical leaves, replacement costs are separate. The average adjunct replacement cost per faculty member on sabbatical is \$49,386 annually.

File Attachments

[Attachment A - Synopsis of Sabbatical Leave Proposals Fall 2023-Spring 2024.pdf \(90 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.19 Approval of contracts of employment for certain Executive Management and Management positions, which include Associate Vice Chancellor and General Counsel positions.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Recommended Action	Approval of contracts of employment for certain Executive Management and Management positions, which include Associate Vice Chancellor and General Counsel positions.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

Government Code Sections 53262 through 53264 provide that all contracts of employment for positions such as Community College Chancellors, and certain Executive Management and Management positions, which include Associate Vice Chancellor and General Counsel positions be approved in an open session of the governing body which shall be reflected in the governing body's minutes.

The Chancellor has been delegated authority to approve the terms and conditions of the contracts for positions that report to the Chancellor. The length of the contract can be from one (1) to three (3) years.

Recommendation:

The Chancellor recommends that contracts be approved for executive administrators as follows:

Executive Management:

- Ricky Shabazz, President, San Diego City College, from July 1, 2023 – June 30, 2026;
- Ashanti Hands, President, San Diego Mesa College, from July 1, 2023 – June 30, 2026;
- P. Wesley Lundburg, President, San Diego Miramar College, from July 1, 2023 – June 30, 2026;
- Tina King, President, San Diego College of Continuing Education, from July 1, 2023 – June 30, 2026;
- Gregory Smith, Vice Chancellor, People, Culture, and Technology Services, District Office, from July 1, 2023 – June 30, 2026;
- Kelly Hall, Vice Chancellor, Finance and Business Services, District Office, from July 1, 2023 – June 30, 2026;
- Susan Topham, Vice Chancellor, Educational Services, District Office, from July 1, 2023 – June 30, 2026;
- Joel Peterson, Vice Chancellor, Operations, Enterprise Services, and Facilities, District Office, from July 1, 2023 – June 30, 2026;
- Michelle Fischthal, Vice Chancellor, Institutional Innovation and Effectiveness, District Office, from July 1, 2023 – June 30, 2026;
- Laurie Coskey, Vice Chancellor, Development and Entrepreneurship, District Office, from July 1, 2023 – June 30, 2026; and,
- John Beresford, Director, Communications and Public Relations, District Office, from July 1, 2023 – June 30, 2026.

Management:

- Matilda D. Chavez, Vice President, Instructional Services, San Diego City College, from July 1, 2023 – June 30, 2026;
- John Parker, Vice President, Administrative Services, San Diego City College, from July 1, 2023 – June 30, 2026;
- Marciano Perez, Vice President, Student Services, San Diego City College, from July 1, 2023 – June 30, 2026;
- Isabel O'Connor, Vice President, Instructional Services, San Diego Mesa College, from July 1, 2023 – June 30, 2026;
- Lorenze Legaspi, Vice President, Administrative Services, San Diego Mesa College, from July 1, 2023 – June 30, 2026;
- Larry T. Maxey, II, Vice President, Student Services, San Diego Mesa College, from July 1, 2023 – June 30, 2026;
- Michael Odu, Vice President, Instructional Services, San Diego Miramar College, from July 1, 2023 – June 30, 2026;
- Brett Bell, Vice President, Administrative Services, San Diego Miramar College, from July 1, 2023 – June 30, 2026;
- Adrian Gonzales, Vice President, Student Services, San Diego Miramar College, from July 1, 2023 – June 30, 2026;
- Jacqueline Lee Sabanos, Vice President, Administrative Services, San Diego College of Continuing Education, from July 1, 2023 – June 30, 2026;
- Shakerra Carter, Vice President, Student Services, San Diego College of Continuing Education, from July 1, 2023 – June 30, 2026;
- Ljubisa Kostic, General Counsel, District Office, from July 1, 2023 – June 30, 2026;
- Betty Robles-Leal, Associate Vice Chancellor, Employee Services, District Office, from July 1, 2023 – June 30, 2026; and,
- Peter Maharaj, Associate Vice Chancellor, Information Technology Services, District Office, from July 1, 2023 – June 30, 2026.

File Attachments

[Shabazz, Ricky, College President Contract CITY 2023.pdf \(160 KB\)](#)
[Hands, Ashanti, College President Contract MESA 2023.pdf \(167 KB\)](#)
[Lundburg, P. Wesley, College President Contract MIRAMAR 2023.pdf \(176 KB\)](#)
[King, Tina, College President Contract CE 2023.pdf \(167 KB\)](#)

[Smith, Gregory A. - Contract - VC People, Culture and Tech. Svs. DO 2023.pdf \(167 KB\)](#)
[Hall, Kelly - Contract - VC Fiscal and Business Services DO 2023.pdf \(167 KB\)](#)
[Topham, Susan E. - Contract - VC, Educational Services DO 2023.pdf \(166 KB\)](#)
[Peterson, Joel - Contract - VC Ops. Enterprise Svs and Facilities DO 2023.pdf \(137 KB\)](#)
[Fischthal, Michelle - Contract - VC Inst. Innovation and Effectiveness DO 2023.pdf \(167 KB\)](#)
[Coskey, Laurie - Contract - VC Dev. and Entrepreneurship DO 2023.pdf \(167 KB\)](#)
[Beresford, John \(Jack\) - Contract - Director Comm. Public Relations DO 2023.pdf \(136 KB\)](#)
[Chavez, Matilda - VPI Contract 2023 CITY.pdf \(167 KB\)](#)
[Parker, John - VPA Contract 2023 CITY.pdf \(160 KB\)](#)
[Perez, Marciano - VPSS Contract 2023 CITY.pdf \(136 KB\)](#)
[O'Connor, Isabel -VPI Contract 2023 MESA.pdf \(167 KB\)](#)
[Legaspi, Lorenze - VPA Contract 2023 MESA.pdf \(160 KB\)](#)
[Maxey, II, Larry T. - VPSS Contract 2023 MESA.pdf \(136 KB\)](#)
[Odu, Michael - VPI Contract 2023 MIRAMAR.pdf \(166 KB\)](#)
[Bell, Brett - VPA Contract 2023 MIRAMAR.pdf \(160 KB\)](#)
[Gonzales, Adrian - VPSS Contract 2023 MIRAMAR.pdf \(168 KB\)](#)
[Sabanos, Jacqueline - VPA Contract 2023 CE.pdf \(160 KB\)](#)
[Carter, Shakerra - VPSS Contract 2023 CE.pdf \(136 KB\)](#)
[Kostic, Ljubisa - General Counsel Contract 2023.pdf \(159 KB\)](#)
[Robles-Leal, Betty - AVC Employee Svs. Contract 23.pdf \(176 KB\)](#)
[Maharaj, Peter S. - AVC IT Contract 2023.pdf \(159 KB\)](#)

Motion & Voting

Approval of contracts of employment for certain Executive Management and Management positions, which include Associate Vice Chancellor and General Counsel positions. The contract for President Shabazz should reflect his placement on step I.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

14. Human Resources

Subject	14.20 Ratification of reformatted Police Officers Association, Management, Executive Management, and Classified salary schedules for calendar year 2023 in accordance with CalPERS guidelines.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Recommended Action	Ratification of reformatted Police Officers Association, Management, Executive Management, and Classified salary schedules for calendar year 2023 in accordance with CalPERS guidelines.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

In June 2021 the CalPERS Office of Audit Services began a review of 60 public schools to assess compliance with pay schedule and pay rate regulations (Government Code section 20636.1(b)(1) and (d) and California Code of Regulations section 570.5). The regulations require school employers to present salary schedules for positions covered by CalPERS listing the time basis for the salary rate listed on the schedule and position titles included in the salary ranges listed on the schedule. The attached salary schedules for 2023 have been created to comply with the regulations and resolve the audit findings for the following positions: Executive Management; Management; Police Officers' Association; and Classified. The reformatted schedules do not change the prior or current pay rate of any position or employee; they only present the salary schedules in a different format which meets the regulatory requirements.

2. Cost and Funding:

There are no costs associated with this item.

File Attachments

[POA 2023.pdf \(65 KB\)](#)

[Executive Management 2023.pdf \(69 KB\)](#)

[Management 2023-07-01.pdf \(94 KB\)](#)

[Classified 2023 rev 23-0531.pdf \(109 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

15. Facilities, Buildings, and Real Estate

Subject	15.01 Authority is requested to utilize The Glen at Scripps Ranch, located at 9800 Glen Center, San Diego, CA 92131, as an off-campus facility as requested by the San Diego College of Continuing Education.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Authority is requested to utilize The Glen at Scripps Ranch, located at 9800 Glen Center, San Diego, CA 92131, as an off-campus facility as requested by the San Diego College of Continuing Education.

STATEMENT OF ISSUE/PURPOSE

1. Background and Purpose:

The off-campus facility will be used to provide HEAL 540: Brain Fitness classes beginning in the Summer Semester, 2023.

2. Terms of Agreement:

Classes will be offered on a no-fee basis.

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

15. Facilities, Buildings, and Real Estate

Subject	15.02 Authority to enter into a contract with E&H General Contracting Inc., the lowest responsible responsive bidder on the basis of the listed Base Bid, for the installation of signage at the Constance M. Carroll, Ph.D., Arts and Humanities Building at San Diego City College.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action
Fiscal Impact	Yes
Dollar Amount	\$118,000.00
Budget Source	4402_76700_710000_6203
Recommended Action	Authority to enter into a contract with E&H General Contracting Inc., the lowest responsible responsive bidder on the basis of the listed Base Bid, for the installation of signage at the Constance M. Carroll, Ph.D., Arts and Humanities Building at San Diego City College.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

On June 10, 2021, the Board of Trustees passed a resolution to rename the City College Arts and Humanities Building the Constance M. Carroll, Ph.D., Arts and Humanities Building (Item 10.02) Construction contract bids were received on May 24, 2023. The base bid provides for the installation of signage designating the Arts and Humanities Building at City College the Constance M. Carroll, Ph.D., Arts and Humanities Building. A tabulation of these bids is provided as ATTACHMENT A. It is recommended that a contract be awarded to E&H General Contracting Inc., the lowest responsible, responsive bidder, on the basis of their listed Base Bid.

File Attachments

[ATTACHMENT A Constance M. Carroll Ph.D. AH Building Sign.pdf \(45 KB\)](#)

Motion & Voting

Authority to enter into a contract with E&H General Contracting Inc., the lowest responsible responsive bidder on the basis of the listed Base Bid, for the installation of signage at the Constance M. Carroll, Ph.D., Arts and Humanities Building at San Diego City College.

Motion by Bernie Rhinerson, second by Mary Graham.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

15. Facilities, Buildings, and Real Estate

Subject	15.03 Authority is requested to increase the purchase amount of Zero Emission Equipment (ZEE) for groundskeeping at City College, Mesa College, Miramar College, and the College of Continuing Education within the San Diego Community College District by \$16,102.82.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$16,102.82
Budgeted	Yes
Budget Source	4177_76400_710000_6402
Recommended Action	Authority is requested to increase the purchase amount of Zero Emission Equipment (ZEE) for groundskeeping at City College, Mesa College, Miramar College, and the College of Continuing Education within the San Diego Community College District by \$16,102.82.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

On January 19, 2023, the Board approved a request to enter into an Energy Services Agreement with Western Mower to purchase zero-emission equipment (Item 15.08). Due to supply chain issues and delays, the original quote of \$221,324.31 has expired, and the purchase price has increased by \$16,102.82 to a new total of \$237,427.13

The continuing post-pandemic supply chain issues have caused unforeseeable and uncontrollable price increases, including zero-emissions equipment. Because District Facilities Services staff unanimously identified Toro mowers as the preferred brand of ZEE mowers and Western Mower is the region's primary commercial Toro dealer, it would not be in the district's interest to shift to an alternate supplier. Authority is requested to increase the original energy services agreement by \$16,102.82 to move forward with the completion of the purchase and begin to take delivery.

A copy of the revised quote is provided as ATTACHMENT A.

File Attachments

[ATTACHMENT A Western Mower Revised Quote.pdf \(497 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

15. Facilities, Buildings, and Real Estate

Subject	15.04 In the matter of program and construction management activities Districtwide, authority is requested to extend the J. E. Moore contract at no additional cost for consultant services related to Propositions S and N projects from July 1, 2023, through December 31, 2023.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Fiscal Impact	Yes
Budget Source	4344-76700-710000-6999; 4438-76700-710000-6999
Recommended Action	In the matter of program and construction management activities Districtwide, authority is requested to extend the J. E. Moore contract at no additional cost for consultant services related to Propositions S and N projects from July 1, 2023, through December 31, 2023.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

On November 4, 2021, the board granted authority to enter into a contract with J.E. Moore to provide consultant services related to Propositions S and N through June 30, 2023 (Item 15.02). This is a not-to-exceed contract in the amount of \$1,375,437, which was based on estimates of anticipated hours for each member of the consultant team.

Based on a recent review of this contract, it is determined that:

1. The total not-to-exceed contract amount previously authorized to be spent by June 30, 2023, will not have been spent by that date, and
2. The District will benefit from extending this contract beyond the full fiscal year transition process (FY23 to FY24) because Proposition S and N projects will continue into FY24 but expected to be completed within calendar year 2023, and
3. The remaining funds within the allotted authorization is expected to cover the currently estimated need through December 31, 2023. There will be no additional amounts charged beyond the original contract value.

File Attachments

[Attachment A - J.E. Moore.pdf \(274 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

15. Facilities, Buildings, and Real Estate

Subject	15.05 In the matter of the District's Five-Year Capital Construction Plan, approval is requested for: 1. Consideration of projects to be included in the District's Five-Year Capital Construction Plan commencing FY 2025-2029, subject to revisions and requirements as issued by the California Community Colleges Chancellor's Office (CCCCO); 2. The ordering of priority for projects to be included in the plan; and 3. Authority to proceed with the preparation of and submittal to the CCCCO: District 2025-2029 Five-Year Capital Construction Plan and any related documents per requirements issued by the CCCCO.
Meeting	Jun 15, 2023 - Regular Board Meeting
Type	Action (Consent)
Preferred Date	Jun 15, 2023
Fiscal Impact	No
Recommended Action	In the matter of the District's Five-Year Capital Construction Plan, approval is requested for: 1. Consideration of projects to be included in the District's Five-Year Capital Construction Plan commencing FY 2025-2029, subject to revisions and requirements as issued by the California Community Colleges Chancellor's Office (CCCCO); 2. The ordering of priority for projects to be included in the plan; and 3. Authority to proceed with the preparation of and submittal to the CCCCO: District 2025-2029 Five-Year Capital Construction Plan and any related documents per requirements issued by the CCCCO.

STATEMENT OF ISSUE/PURPOSE

Background and Purpose:

The requirement that there be a District Five-Year Capital Construction Plan is contained in the Community College Construction Act. Details concerning the content and preparation of the plan are found in the Education Code, Section 81800, et. seq. The CCCCO has requested that the District prepare and submit a capital construction plan on an annual basis. The Plan states the expected major construction goals of the District for the next proposed year of funding. The above notwithstanding, the scarcity of funding has obligated the State Chancellor's Office to restrict new proposals and to continue to revise the capital outlay proposal process.

Updated information may be required for projects previously found to be supportable by the Board of Governors. The update may include information on revised project scope, revised cost estimates and revised schedules. It should be noted that the evaluation criteria used by the State Chancellor's Office to prioritize the submittals on a statewide basis may also be modified by the Board of Governors, by various responsible State agencies, such as the Department of Finance and the Legislative Analyst's Office.

However, the mandated formulas of Title 5 are unchanged. The Plan must, as always, list expected capital outlay projects (except for those which can be considered repair or maintenance) estimated to cost more than \$250,000, regardless of the source of funds. Projects costing less are not required to be listed unless they affect capacity, since these normally do not qualify for State funding.

Because the plan is prepared two years in advance, plan documents cover a period of seven years starting with the current fiscal year. Only those projects described in the plan are eligible for State construction funds.

Projects which are eligible for State support are identified for funding from State sources. Projects which may be considered by the Board for commencement using District funds are identified for funding from non-State sources. Other information included in the report are the campus, project name, total anticipated project cost, fiscal year term of occupancy and funding schedule.

The State Chancellor's Office continues to revise the capital outlay construction process; therefore, updated information on projects may be requested by the CCCCO while reviewing this Five Year Capital Construction Plan.

If project lists submitted are approved by the legislature and the Governor and an available source of State funds is found and is committed, these projects could be funded by the State to the extent possible from the proceeds of such bonds or other sources, as authorized by appropriate legislation, in the future.

There is no cost to the District for this phase of the planning sequence. For projects shown in the plan, the schedule of funds indicates the budget requirement, by year, for each project listed. For local projects it is anticipated future proposition funds will be used if State funding is not provided.

A copy of the plan providing a listing of projects in a proposed priority sequence from fiscal year 2025-2029 and after is available for review in the Facilities Management office, Suite 310, District Offices building.

File Attachments

[San Diego CCD 5 Year Construction Plan 5-26-23.pdf \(3,616 KB\)](#)

Motion & Voting

Recommend Approval of Consent Calendar as Developed.

Motion by Mary Graham, second by Craig Milgrim.

Final Resolution: Motion Carries

Ayes: Mary Graham, Craig Milgrim, Bernie Rhinerson, Maria Nieto Senour, Student Trustee

Not Present at Vote: Geysil Arroyo

17. Reconvene Closed Session (if applicable)

Subject **17.01 Reconvene Closed Session (if applicable)**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

17. Reconvene Closed Session (if applicable)

Subject **17.02 Announcement of Action Taken in Closed Session**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

18. Adjournment

Subject **18.01 Adjournment**

Meeting Jun 15, 2023 - Regular Board Meeting

Type Procedural

All exhibits are available for inspection by the public at the Board of Trustees meeting or prior to such meeting, when reports are available. Contact the Board Office at boardoffice@sdccd.edu or (619) 388-6957.

PUBLIC PRESENTATIONS:

In accordance with Education Code Section 72121.5, members of the public are invited to participate in the governance system of the District by utilizing the PUBLIC COMMENT section of the Board meeting agenda.

Public comment on items listed on the Board meeting agenda shall be heard at the time the item is discussed and prior to Board action on the item. Each presentation shall be limited to five minutes (a total of twenty minutes on the same subject) unless this time limit is waived by action of the Board.

Public comment on matters not listed on the Board meeting agenda may do so during the PUBLIC COMMENTS section of the Board meeting for Regular Board meetings only; for Special Meetings and Retreats, comments are only allowed for items on the posted agenda.

In accordance with Education Code Section 72121.5, the Board shall take no action on such matters, other than an action of referral. Each presentation shall be limited to five minutes (total of 20 minutes on the same subject) unless this time limit is waived by action of the Board.

If you wish to submit questions to the Board in your presentation, they should be in writing. At the Board's request, the Chancellor will provide written responses to your questions as soon as possible after the Board meeting.

In compliance with the Americans with Disabilities Act, the San Diego Community College District will make every effort to honor requests for reasonable accommodations made by individuals with disabilities. [ADA TITLE II, SEC. 202. 42 USC 12132] If you need an accommodation, please email iso@sdccd.edu 72 hours prior to the scheduled meeting.