



San Bernardino Community College District
BOARD MEETING | May 14, 2026 | 4:00 – 6:00 p.m.

Physical Meeting Location:

San Bernardino Community College District, Boardroom
 550 E. Hospitality Lane, Suite 200
 San Bernardino, CA 92408

Livestream

<https://www.youtube.com/@sanbernardinocommunitycoll42/streams>

Public records relating to an open session agenda item that is distributed within 72 hours prior to the meeting is available for public inspection in the Office of the Chancellor at SBCCD, 550 E. Hospitality Ln., Suite 200, San Bernardino, CA, during regular business hours or on the District's website www.sbccd.edu

Anyone who wishes to address the Board of Trustees on an agenda or non-agenda item may do so pursuant to Board Policy 2350 Speakers. Presentations relating to matters on the agenda shall be heard before the vote is called. Comments on non-agenda items shall do so at the time designated on the agenda. Comments must be limited to three (3) minutes per speaker or 20 minutes on the same, or a substantially similar subject, unless the Board votes to extend the time limit.

If you have questions about access or require an accommodation in order to participate in the public meeting, please contact the Chancellor's Office at (909) 388-6903 as far in advance of the Board meeting as possible.

- I. **CALL TO ORDER – PLEDGE OF ALLEGIANCE**
- II. **PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS**
- III. **CLARIFICATION**
- IV. **PRESENTATIONS**
 - A. Check Presentation from Inland Regional Energy Network (I-REN)
 Incentive Funding – SBVC Lighting Projects
- V. **RECOGNITION/CELEBRATIONS**
 - A. Recognition of Outgoing Student Trustees
 Jazmyn Garcia, CHC
 Christian Espinoza, SBVC

B. Recognize Applause Cards Recipients For Extending Extra Effort to Provide Quality Service and Valued Assistance

C. Retirement Recognition

VI. **BOARD OF TRUSTEES AND CHANCELLOR REPORTS**

A. Board Committee & Activity Reports

1. Board Finance Committee (BFC)

2. Board Policy & Procedures Advisory Committee (BPPAC)

Regional & State Reports

1. Board of Governors (BOG)

B. Chancellor's Report

VII. **ACTION AGENDA**

A. Approval of Minutes

04-09-26 (Business Meeting)

04-23-26 (Strategy Session)

B. Consideration of Approval to Adopt Resolution 2026-05-14-BOT01 May 17-23, 2026, As Classified Employee Week

C. Public Hearing and Acknowledgement of Initial Proposals to Negotiate Successor Agreement Between SBCCD and SBCCDPOA

D. Transfers of Appropriations for the 2026-2027 Fiscal Year

VIII. **CONSENT AGENDA**

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

A. **Instruction/Student Services**

1. Curriculum - CHC

2. Curriculum - SBVC

B. **Human Resources**

1. Adjunct and Substitute Academic Employees

2. Appointment of District Employees

3. Appointment of Interim Managers

4. Classification Advancement for Academic Employees

5. Consideration of Approval of Resolution #2026-05-14-BOT01 to Excuse Board Members of Absences

6. Employee Promotions

7. Non-Instructional Pay

8. Payment of Stipends

9. Tentative Agreement with CSEA

C. Business & Fiscal Services

1. Contracts at or Above \$119,100
2. Individual Memberships
3. Consideration of Approval of Donations
4. Surplus Property and Authorization for Private Sale or Disposal
5. Resolution 2026-05-14-FS-02 BOT SBCCD to Approve Transfers from Reserve Contingencies to Various Expenditure Classifications
6. Consideration of Approval to Accept Independent Audit of KVCR TV and FM

D. Facilities

1. Master Services Agreements Task Orders for Bond Construction
2. Consideration of Approval to Award Bid #CC01-3608-02.01 East Wing
3. Consideration of Approval to Award RFQP CM #03-2324-08

IX. REPORTS**A. Represented Groups (3 minutes per group)**

1. Crafton Hills College Academic Senate
2. Crafton Hills College Classified Senate
3. Crafton Hills College Associated Students
4. San Bernardino Valley College Academic Senate
5. San Bernardino Valley College Classified Senate
6. San Bernardino Valley College Associated Students
7. CSEA
8. CTA
9. Police Officers Association

B. Staff Reports (3 minutes per person)

1. San Bernardino Valley College President
2. Crafton Hills College President
3. Executive Vice Chancellor
4. Vice Chancellor of Human Resources & Police Services
5. Vice Chancellor of Educational & Student Support Services
6. Associate Vice Chancellor of Government Relations & Strategic Communications

X. INFORMATION ITEMS

- A. Advancement in Rank
- B. Board Master Action Planning Calendar
- C. Board Policies for First Reading
- D. Budget Revenue & Expenditure Summary
- E. CCFS 320 Apportionment Attendance Report for FY 2026 Period 2
- F. Contracts Below \$119,100
- G. General Fund Cash Flow Analysis
- H. Grants Report
 - I. Legislative Advocacy & Community Relations Update
- J. MOUs between SBCCD and the CSEA
- K. Professional Expert Short-Term and Substitute Employees
- L. Purchase Order Report
- M. Resignations
- N. Volunteers

XI. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- A. Conference with Labor Negotiators
Government Code 54957.6
Agency Representatives: Diana Rodriguez and Kristina Hannon
Non-Represented Groups: CSEA, CTA, POA,
Management/Supervisors, and Confidential Employees
- B. Public Employee Discipline/Dismissal/Release/Non Re-Employment
Government Code 54957
Number of cases: 4
- C. Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation Pursuant to Subdivision (d)(2) and
(e) of Government Code Section 54956.9
Number of cases: 1
- D. Conference with Legal Counsel – Existing Litigation
Government Code 54956.9(e)(3) or (d)(1)
Number of cases: 1
- E. Public Employee Performance Evaluation
Government Code Section 54957(b)(1)
Title: Chancellor
- F. Conference with Real Property Negotiator
Government Code Section 54956.8
Properties - Assessor Parcel Numbers: 0141-231-03-0000
Negotiating Parties: SBCCD
Real Property Negotiators: Dr. Diana Z. Rodriguez, Ed.D., Chancellor
and Jose Torres, EVC

- XII. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS**
- XIII. **CONVENE CLOSED SESSION**
- XIV. **RECONVENE PUBLIC MEETING**
- XV. **REPORT OF ACTION IN CLOSED SESSION**
- XVI. **ADJOURN**

The next meeting of the Board: Board Strategy Session
May 28, 2026, at 5:00 p.m.
San Bernardino Community College District
Boardroom
550 E. Hospitality Lane, Suite 200
San Bernardino, CA 92407

Supplemental Handouts (not part of the agenda)

- CHC Report to the Board
- KVCR Report to the Board
- SBVC Report to the Board
- EDCT Report to the Board

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Farrah Farzaneh, Executive Director, Facilities Planning, Construction, & Sustainability

DATE: May 14, 2026

SUBJECT: Recognition of \$92,905 in Inland Regional Energy Network (I-REN) Incentive Funding – SBVC Lighting Projects

RECOMMENDATION

This item is for information only. No action is necessary.

OVERVIEW

The Inland Regional Energy Network I-REN is a regional collaborative focused on advancing energy efficiency, sustainability, and workforce development across the Inland Empire. The Cash for Kilowatts program provides performance-based financial incentives to public agencies for verified energy-efficiency improvements.

In December 2024, the Board of Trustees adopted Resolution No. 2024-12-13-FP-01, approving an energy services agreement that allowed the District to proceed with interior LED lighting upgrades at San Bernardino Valley College, including North Hall and the Library.

The project replaced outdated lighting systems with energy-efficient LED fixtures to reduce electricity consumption, lower maintenance needs, and support the District's long-term sustainability and fiscal goals.

As a result of completing this Board-approved project, the District is eligible to receive incentive funding through the I-REN Cash for Kilowatts Program.

The District has now received the initial incentive payment, representing 40% of the total approved funding, marking a key milestone in the project.

ANALYSIS

Following completion of the lighting upgrades at North Hall and the Library, I-REN reviewed and approved the installation reports and issued the initial incentive payment based on verified energy-efficiency measures.

Incentives under the I-REN Cash for Kilowatts program are performance-based and distributed in phases to ensure that energy savings are achieved and sustained over time. The District has

received the initial 40% payment, with the remaining 60% to be issued after completion of a 12-month Measurement & Verification (M&V) period.

The table below summarizes the project costs and initial incentive funding received:

I-REN Cash for Kilowatts Incentive - SBVC LED Lighting Upgrade Project			
Project Location	Project Cost	Total Approved Incentive	First Payment (40%)
North Hall	\$ 263,850.56	\$ 124,165.56	\$ 49,666.22
Library	\$ 153,653.36	\$ 108,098.34	\$ 43,239.34
Total	\$ 417,503.92	\$ 232,263.90	\$ 92,905.56

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

This item recognizes receipt of \$92,905.56 in incentive funding as part of a big check presentation. The District is expected to receive an additional \$139,358.34 in approximately 9 months, upon completion of the required Measurement & Verification period, for a total incentive of \$232,263.90.



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Heather M. Madole, Administrative Officer

DATE: May 14, 2026

SUBJECT: Recognition of Outgoing Student Trustees

RECOMMENDATION

This item is for information only.

OVERVIEW

The San Bernardino Community College District (SBCCD) appreciates the dedication and contributions of the Student Trustees representing Crafton Hills College and San Bernardino Valley College students on the SBCCD Board of Trustees.

ANALYSIS

Student trustees provide a direct line of communication between the Board of Trustees and the students on each campus as well as providing a teaching opportunity for those students interested in developing their leadership skills and their understanding of the complex work involved in public and education policy.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.

SBCCD | Mission

SBCCD positively impacts the lives and careers of our students, the well-being of their families, and the prosperity of our community through excellence in educational and training opportunities.



SBCCD | Vision

Inspiring possibilities for bright futures and a prosperous community

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Jose F. Torres, Executive Vice Chancellor
 Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, & Health and Safety Administration
 Dr. Nohemy Ornelas, Vice Chancellor, Educational & Student Support Services

DATE: May 14, 2026

SUBJECT: Caring Hands Applause Cards

RECOMMENDATION

This item is for information only.

OVERVIEW

The attached individuals have received special recognition for extending extra effort in providing quality service and valued assistance.

ANALYSIS

The Caring Hands Applause Card was developed so that employees, students, visitors, and vendors have an opportunity to recognize members of the SBCCD team who provide outstanding quality and service.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
1. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
2. Be a Leader and Partner in Addressing Regional Issues
3. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this Board item.





Caring Hands Applause Cards

Presented for Information May 14, 2026

Rebecca Abetya

Crafton Hills College
Transfer and Career Center

“Thank you for your contribution to the success at senior day.”

Recognized by:
Jamie Sierra and Outreach team

Veronica Arrowood

Crafton Hills College
Career Education and Human
Development

“Dr. Veronica Arrowood, you are a pleasure to work besides everyday, thank you for your kindness, hard work and assistance with all things grants.”

Recognized by:
Brittany Sysawang Nair

Carrie Audet

Crafton Hills College
Institutional Advancement

“Thank you for all your hard work in planning the President's Circle Dinner & Magic Show. I love how passionate you are about your job. I appreciate everything you do for the Foundation. Thank you Carrie!”

Recognized by:
Cindy Calderon

Carrie Audet

Crafton Hills College
Foundation

“Thank you for your contribution to the success of Senior Day.”

Recognized by:
Jamie Sierra & Outreach Team

Larry Aycock

Crafton Hills College
Admissions and Records

“Thank you for your contribution to the success at senior day”

Recognized by:
Jamie Sierra and Outreach team

Victoria Barra

Crafton Hills College
Student Services

“Thank you for your contribution to the success at senior day.”

Recognized by:
Jamie Sierra and Outreach team



Caring Hands Applause Cards

Presented for Information May 14, 2026

Trinette Barrie

Crafton Hills College
Transfer Center

"Thank you for your meaningful contribution at senior day with leading the Career and Pathway breakout session"

Recognized by:
Jamie Sierra and Outreach team

ZsaQuita Bender

Crafton Hills College
Respiratory Therapy

"Thank you for your contribution to the success at senior day."

Recognized by:
Jamie Sierra and Outreach team

Willie Blackmon

Crafton Hills College
Student Services

"We appreciate your great leadership!"

Recognized by:
Jamie Sierra & Outreach Team

Hilary Braxton

Crafton Hills College
Institutional Advancement

"Thank you for your marketing support for senior day."

Recognized by:
Jamie Sierra and Outreach team

Evelyn Briones

Crafton Hills College
EOPS

"Thank you for your contribution for supporting at the check-in table."

Recognized by:
Jamie Sierra and Outreach team

Cinthia Calderon Cruz

Crafton Hills College
Institutional Advancement

"Thank you for your contribution to the success of Senior Day."

Recognized by:
Outreach Team



Caring Hands Applause Cards

Presented for Information May 14, 2026

Judy Cannon

Crafton Hills College
Honors Institute

"Thank you for your meaningful contribution at senior day with leading the Honors breakout session"

Recognized by:
Jamie Sierra and Outreach team

Arianna Carrillo

Crafton Hills College
Admissions and Records

"Arianna was SUPER helpful with an issue I had, took initiative and helped me resolve my problem, and had an overall pleasant and welcoming attitude. I was super grateful for her taking the time to make sure all my needs were met. AAA+ service."

Recognized by:
Steven Rimerman

Pedro Chabolla

Crafton Hills College
Career Services

"Thank you for your contribution to the success at senior day."

Recognized by:
Jamie Sierra and Outreach team

Edward Chavez

Crafton Hills College
Facilities

"Thank you for your extensive support with senior day setup."

Recognized by:
Jamie Sierra and Outreach team

Cody Clements

Crafton Hills College
Printing Operations

"Thank you for expediting and ensuring completion of printing need for senior day."

Recognized by:
Jamie Sierra and Outreach team

Tony Cong

Crafton Hills College
Facilities Planning, Construction &
Sustainability

"Tony fosters a collaborative environment where stakeholders stay engaged and informed from start to finish of a project, helping build a genuinely inclusive culture."

Recognized by:
Sosseh Taimoorian



Caring Hands Applause Cards

Presented for Information May 14, 2026

Jenny Cunvong

Crafton Hills College
Institutional Advancement

"Thank you for your contribution to the success of Senior Day."

Recognized by:
Jamie Sierra & Outreach Team

Jenny Cunvong

Crafton Hills College
Institutional Advancement

"I want to appreciate and recognize your hard work in organizing and setting up the President's Circle Dinner & Magic Show. And you always make everyone feel welcomed. You're doing an amazing job! Thank you Jenny!"

Recognized by:
Cindy Calderon

Maria Davila

Crafton Hills College
Student Accessibility Office

"Very helpful and kind always has the perfect kind of leadership and always steers you in the right way"

Recognized by:
Alek Lipinski

Maria Davila

Crafton Hills College
CHC SAS

"Attentive to student needs, always polite. Goes out of her way to make sure our needs are taken care of."

Recognized by:
CHC SAS Club Past-President, Kim Guest

April Davis

Crafton Hills College
Tutoring Center

"Always positive and happy to help, and an overall nice person!"

Recognized by:
Nikki Baugh

Maddison Eborn

Crafton Hills College
Institutional Advancement

"Thank you for your contribution to the success at senior day."

Recognized by:
Jamie Sierra and Outreach team



Caring Hands Applause Cards

Presented for Information May 14, 2026

Kristin Flores

Crafton Hills College
Admissions and Records

"Thank you for your contribution for supporting the Snack Station during senior day"

Recognized by:
Jamie Sierra and Outreach team

Duran Gaddy

Crafton Hills College
Fire Technology

"Thank you for your meaningful contribution at senior day with leading the Fire Technology breakout session"

Recognized by:
JamieSierra and Outreach team

Gabby Garcia

Crafton Hills College
Financial Aid

"Thank you for your contribution to the success at senior day."

Recognized by:
Jamie Sierra and Outreach team

David Gerhartz

Crafton Hills College
Institutional Advancement

"Thank you for capturing the excitement and success of senior day."

Recognized by:
Jamie Sierra & Outreach Team

Tracy Gray

Crafton Hills College
Technology Services

"Thank you for your extensive support with ensuring proper tech setup on senior day."

Recognized by:
Jamie Sierra and Outreach team

Sergio Guzman

Crafton Hills College
Admissions and Records

"Knowledgeable and friendly"

Recognized by:
Veronica

Portia Henderson

Crafton Hills College
CHC SAS

"Thank you for stepping up to take the roll of Secretary with CHC SAS Possibilities Club"

Recognized by:
CHC SAS Connection Team

Jaco Herberth

Crafton Hills College
Outreach

"Thank you for your meaningful contribution at senior day with leading the Spanish breakout session"

Recognized by:
Jamie Sierra and Outreach team



Caring Hands Applause Cards

Presented for Information May 14, 2026

Jaime Hernandez

Crafton Hills College
Technology Services

"Thank you for your extensive support with ensuring proper tech setup on senior day."

Recognized by:
Jamie Sierra and Outreach team

Heather Jasso

Crafton Hills College
Nursing Services

"Thank you for your meaningful contribution at senior day with leading the Nursing breakout session"

Recognized by:
Jamie Sierra and Outreach team

Daniel Johnson

Crafton Hills College
Facilities

"Thank you for your extensive support with senior day setup."

Recognized by:
Jamie Sierra and Outreach team

Robin Jones

Crafton Hills College
Admissions and Records

"Thank you for your contribution to the success at senior day"

Recognized by:
Jamie Sierra and Outreach team

Michele Jones

Crafton Hills College
Biology

"Thank you for putting together a new pond water identification booklet for the Biology Department! Your efforts will assist biology students in the identification of local microscopic fauna for years to come. Thank you!!"

Recognized by:
Karen McCartney

Veronica Lehman

Crafton Hills College
Financial Aid

"Thank you for your meaningful contribution at senior day with your financial aid breakout sessions"

Recognized by:
Jamie Sierra and Outreach team



Caring Hands Applause Cards

Presented for Information May 14, 2026

Alekzander Lipinski

Crafton Hills College
CHC SAS

"Alek is very professional and a dedicated employee. Kudos for a job well done"

Recognized by:
CHC SAS Department

Amity Lodevico

Crafton Hills College
EOPS

"Thank you for your meaningful contribution at senior day with leading the EOPS breakout session"

Recognized by:
Jamie Sierra and Outreach team

Lagrima Luna

Crafton Hills College
Admissions and Records

"Thank you for your contribution to the success at senior day."

Recognized by:
Jamie Sierra and Outreach team

Lauren McCoy

Crafton Hills College
Radiologic Technology

"Thank you for your meaningful contribution at senior day with leading the Radiology breakout session"

Recognized by:
Jamie Sierra and Outreach team

Celine Meador

Crafton Hills College
Institutional Advancement

"Celine you did such an incredible job planning and decorating the President's Circle Dinner & Magic Show. You're amazing at what you do. I appreciate everything you do for the Foundation. You're a rockstar Celine!"

Recognized by:
Cindy Calderon

Celine Meador

Crafton Hills College
Institutional Advancement

"Thank you for your contribution to the success of Senior Day."

Recognized by:
Jamie Sierra & Outreach Team



Caring Hands Applause Cards

Presented for Information May 14, 2026

Hawariawe Mekbib

Crafton Hills College
Institutional Advancement

"Thank you for capturing the excitement and success of senior day."

Recognized by:
Jamie Sierra & Outreach Team

Belinda Navarrete

Crafton Hills College
Counseling

"Thank you for your meaningful contribution at senior day with leading the Spanish breakout session"

Recognized by:
Jamie Sierra and Outreach team

Vonda O'Shaughnessy

Crafton Hills College
SAS

"Thank you for your availability to support with accessibility needs on senior day."

Recognized by:
Jamie Sierra and Outreach team.

Joshua Orosco

Crafton Hills College
Facilities

"Thank you for your extensive support with senior day setup."

Recognized by:
Jamie Sierra and Outreach team

Rebecca Orta

Crafton Hills College
Counseling

"Thank you for your contribution for supporting the Snack Station during senior day"

Recognized by:
Jamie Sierra and Outreach team

Aaron Oxendine

Crafton Hills College
Technology Services

"Thank you for your extensive support with ensuring proper tech setup on senior day."

Recognized by:
Jamie Sierra and Outreach team



Caring Hands Applause Cards

Presented for Information May 14, 2026

Ericka Paddock

Crafton Hills College
Student Life

"Thank you for your contribution to the success at senior day."

Recognized by:
Jamie Sierra and Outreach team

Christina Perez

Crafton Hills College
Institutional Advancement

"Thank you for all your help and hard work at the President's Circle Dinner & Magic Show. You're such an incredible team player. So dedicated, caring and helpful in every department. I appreciate everything you do for the Foundation. Thank you Christina!"

Recognized by:
Cindy Calderon

Christina Perez

Crafton Hills College
Institutional Advancement

"Thank you for capturing the excitement and success of senior day."

Recognized by:
Jamie Sierra & Outreach Team

Rebecca Pompa

Crafton Hills College
Facilities

"Thank you for your support with facilities needs for Senior Day."

Recognized by:
Jamie Sierra & Outreach Team

Charlie Rahn

Crafton Hills College
Technology Services

"Thank you for your extensive support with ensuring proper tech setup on senior day."

Recognized by:
Jamie Sierra and Outreach team

Ali Raventos

Crafton Hills College
Outreach

"Thank you for your meaningful contribution at senior day with leading the Application breakout session"

Recognized by:
Jamie Sierra and Outreach team



Caring Hands Applause Cards

Presented for Information May 14, 2026

Maita Ready

Crafton Hills College
EOPS

“Thank you for your contribution to the success at senior day”

Recognized by:
Jamie Sierra and Outreach team

Matthew Riddle

Crafton Hills College
Transfer and Career Center

“Thank you for your contribution to the success at senior day.”

Recognized by:
Jamie Sierra and Outreach team

Michelle Riggs

Crafton Hills College
Institutional Advancement

“Thank you for supporting Senior Day with Ryker, printed materials, and photographers.”

Recognized by:
Jamie Sierra & Outreach Team

David Robles

Crafton Hills College
Transfer and Career Center

“Thank you for your contribution to the success at senior day.”

Recognized by:
Jamie Sierra and Outreach team

Steve Rush

Crafton Hills College
Veterans Resource Center

“Thank you for your contribution to the success at senior day.”

Recognized by:
Jamie Sierra and Outreach team

Veronica Salcedo

Crafton Hills College
Student Services

“Thank you so much for your extensive support with the set up and success of senior day.”

Recognized by:
Jamie Sierra and Outreach team



Caring Hands Applause Cards

Presented for Information May 14, 2026

Maribel Santana

Crafton Hills College
Transfer and Career Center

"Thank you for your contribution to the success at senior day."

Recognized by:
Jamie Sierra and Outreach team

Ericka Sherman

Crafton Hills College
Basic Needs

"Thank you for your meaningful contribution at senior day with leading the Basic Needs breakout session"

Recognized by:
Jamie Sierra and Outreach team

Floyd Simpson

Crafton Hills College
Admonition and Record

"Very patient and kind to people help all the questions that I asked for and also remember the people that used to having questions for."

Recognized by:
Vic Liao

Amanda Smith

Crafton Hills College
Health and Wellness

"Thank you for your contribution to the success at senior day"

Recognized by:
Jamie Sierra and Outreach team

Jennifer Solis

Crafton Hills College
Student Life

"Thank you for your contribution to the success at senior day."

Recognized by:
Jamie Sierra and Outreach team

Sara Sosa

Crafton Hills College
Counseling

"Assisted me with preparation for ARMC Radiologic Technology program. Helpful in building my confidence and preparation for interview. All around a phenomenal person, who is beautiful in her purpose."

Recognized by:
Danielle Lynch



Caring Hands Applause Cards

Presented for Information May 14, 2026

Karl Sweeting

Crafton Hills College
Emergency Medical Services

"Thank you for your meaningful contribution at senior day with leading the EMS breakout session"

Recognized by:
Jamie Sierra and Outreach team

Christina Sweeting

Crafton Hills College
Career Education and Human
Development

"Christina, Thank you for all that your do, all your help, support really makes our work enjoyable and successful."

Recognized by:
Brittany Sysawang Nair

Christina Sweeting

Crafton Hills College
Occupational Education

"Thank you for your contribution to the success at senior day."

Recognized by:
Jamie Sierra and Outreach team

Alyssa Taylor

Crafton Hills College
Instruction

"Thank you for your contribution for supporting the Snack Station during senior day"

Recognized by:
Jamie Sierra and Outreach team

Austen Turner

Crafton Hills College
Physical and Biological Sciences

"A BIG Thank You to Austen for always being willing to lend a helping hand and go above and beyond. Ensuring that the labs are organized and that the transitions between classes is seamless. I appreciate it."

Recognized by:
Rosemarie Hansen

Austen Turner

Crafton Hills College
Biology

"Thank you for always going the extra mile to ensure that the lab room is extra clean and the materials are returned in a neat, organized fashion. I appreciate your efforts!"

Recognized by:
Karen McCartney



Caring Hands Applause Cards

Presented for Information May 14, 2026

Reyna Uribe

Crafton Hills College
Admissions and Records

"Thank you for your contribution to the success at senior day."

Recognized by:
Jamie Sierra and Outreach team.

Shane Veloni

Crafton Hills College
Technology Services

"Thank you for your extensive support with ensuring proper tech setup on senior day."

Recognized by:
Jamie Sierra and Outreach team

J Manuel Villegas

Crafton Hills College
Financial Aid

"Thank you for all you do for the Outreach team, period. Senior day was truly more successful because of you."

Recognized by:
Jamie Sierra and Outreach team

Ian Ward

Crafton Hills College
Tutoring Center

"Always positive and happy to help, and an overall nice person!"

Recognized by:
Nikki Baugh

Kaila Wheeler

Crafton Hills College
Student Life

"Thank you for your contribution to the success at senior day"

Recognized by:
Jamie Sierra and Outreach team

Matthew White

Crafton Hills College
SAS

"Thank you for your availability to support with accessibility needs on senior day."

Recognized by:
Jamie Sierra and Outreach team

Matt White

Crafton Hills College
Student Accessibility Office

"Very helpful and give good leadership advice and always is checking in on the workers"

Recognized by:
Alek Lipinski

Soutsakhone Xayaphanthong

Crafton Hills College
Counseling

"Thank you for your meaningful contribution at senior day with leading the student panel breakout session"

Recognized by:
Jamie Sierra and Outreach team



Caring Hands Applause Cards

Presented for Information May 14, 2026

Sharon Zerbel

Crafton Hills College
Instruction

"Thank you for your contribution to the success at senior day."

Recognized by:
Jamie Sierra and Outreach team

Karla Bonnet

District Support Operations
Human Resources

"Always being so supportive and willing to answer questions."

Recognized by:
Jamie Salyer

Debbie Castro

District Support Operations
graphic specialist

"debbie castro always goes out of her way to help those who are not up to date with computer skills and is very helpful and patient."

Recognized by:
Daniel Kelly

Farrah Farzaneh

District Support Operations
Facilities Planning, Sustainability &
Construction

"Farrah's passion for sustainability and forward-thinking approach to emerging technologies continues to shape a strong vision for the District and Bond Team."

Recognized by:
Sosseh Taimoorian

Abel Favela

District Support Operations
Facilities Planning, Construction &
Sustainability

"Abel's commitment and leadership in delivering high-quality outcomes motivates the entire Bond team to strive to achieve the same level of service."

Recognized by:
Sosseh Taimoorian

Zoraida Guterrez

District Support Operations
Facilities

"Thank you for your help and support, it is greatly appreciated!"

Recognized by:
Erika Menge



Caring Hands Applause Cards

Presented for Information May 14, 2026

Kristina Hannon

District Support Operations
Human Resources

“Always being so supportive and willing to answer questions.”

Recognized by:
Jamie Salyer

Joe Ho

District Support Operations
TESS

“Joe is always ready to help at momentâ€™s notice. Joe brings calm and patience to any situation. I really appreciate his assistance on those days where the simple task seem so elusive.”

Recognized by:
Rosemarie Hansen

Patrick Keith

District Support Operations
Emergency, Compliance, Risk & Safety

“Patrick’s continued hard work and collaboration have helped elevate the overall safety at all District sites. Keep up the great work!”

Recognized by:
Blake Bonnet, Chief of Police

Amber Velasco

District Support Operations
Facilities

“Thank you for your help and support, it is greatly appreciated!”

Recognized by:
Erika Menge

Cristian Alvarado

San Bernardino Valley College
Culinary Arts Student

“Thank you for your time, effort, care, and culinary talent as part of the SBVC Culinary team for AbilityCon on March 25, 2026. The hamburgers and fries were absolutely delicious and helped make the event even more memorable.”

Recognized by:
SBVC Student Accessibility Services

Alex Arteaga

San Bernardino Valley College
Counseling

“Always willing to help out.”

Recognized by:
Jamie Salyer



Caring Hands Applause Cards

Presented for Information May 14, 2026

Weldon "Eric" Babino

San Bernardino Valley College
Maintenance & Grounds

"Thank you for installing our new wall systems - you handled the task with efficiency and care. We appreciate your hard work and dedication!"

Recognized by:
Laura Estrada and Amanda Badillo
(Student Health)

Elizabeth Banuelos

San Bernardino Valley College
Counseling

"Putting on a great High School Counselor Conference."

Recognized by:
Jamie Salyer

Erica Begg

San Bernardino Valley College
Counseling

"Putting on a great graduation check event, Cal-GETC Expo and always going above and beyond."

Recognized by:
Jamie Salyer

Erica Begg

San Bernardino Valley College
Counseling

"Putting on a great graduation check event, Cal-GETC Expo, and always going above and beyond."

Recognized by:
Jamie Salyer

Yecica Bernardo

San Bernardino Valley College
Counseling

"Putting on a great graduation check event."

Recognized by:
Jamie Salyer

Nancy Bulgarelli

San Bernardino Valley College
Counseling

"Putting on a great High School Counselor Conference."

Recognized by:
Jamie Salyer



Caring Hands Applause Cards

Presented for Information May 14, 2026

Lupita Castaneda

San Bernardino Valley College
Office of Instruction

"During busy days and semesters, always takes the time to help."

Recognized by:
Mary Lawler

Ariana Coleman

San Bernardino Valley College
Culinary Arts Student

"Thank you for your time, effort, care, and culinary talent as part of the SBVC Culinary team for AbilityCon on March 25, 2026. The hamburgers and fries were absolutely delicious and helped make the event even more memorable."

Recognized by:
SBVC Student Accessibility Services

Samantha Cornejo

San Bernardino Valley College
Culinary Arts Student

"Thank you for your time, effort, care, and culinary talent as part of the SBVC Culinary team for AbilityCon on March 25, 2026. The hamburgers and fries were absolutely delicious and helped make the event even more memorable."

Recognized by:
SBVC Student Accessibility Services

Janet Cruz

San Bernardino Valley College
Culinary Arts Student

"Thank you for your time, effort, care, and culinary talent as part of the SBVC Culinary team for AbilityCon on March 25, 2026. The hamburgers and fries were absolutely delicious and helped make the event even more memorable."

Recognized by:
SBVC Student Accessibility Services

Carol Damgen

San Bernardino Valley College
communications

"Recognized my work ethic and got me involved in honors and I'm truly grateful for the opportunity because it's greatly accelerated my academic success at San Bernardino Valley College."

Recognized by:
Curtis Loop

Darjonae Dukes

San Bernardino Valley College
Culinary Arts Student

"Thank you for your time, effort, care, and culinary talent as part of the SBVC Culinary team for AbilityCon on March 25, 2026. The hamburgers and fries were absolutely delicious and helped make the event even more memorable."

Recognized by:
SBVC Student Accessibility Services



Caring Hands Applause Cards

Presented for Information May 14, 2026

David Grossman

San Bernardino Valley College
Kinesiology, Health & Athletics

“During busy days and semesters, always takes the time to help.”

Recognized by:
Mary Lawler

Yvonne Gutierrez-Sandoval

San Bernardino Valley College
Vice Presidents Office

“For always being so supportive.”

Recognized by:
Jamie Salyer

SynToia Hunt

San Bernardino Valley College
Associate Counselor

“Very excellent. I have nothing bad to say about her, I was so stressed coming into this and Mrs.Hunt helped me out tremendously.”

Recognized by:
Carlos Perez-Quintero

Syntoia Hunt

San Bernardino Valley College
D.E.E.P Program

“very helpful and informative”

Recognized by:
DeAndre Ingram

Syntoia Hunt

San Bernardino Valley College
Counseling

“Great appointment helped me figure out how to register for my classes and log in to star fish”

Recognized by:
Danny Ramirez

SynToia Hunt

San Bernardino Valley College
Valley bound

“Great counselor one of the best I’ve ever had. She gives out lots of details to anything and all questions I have. Is really understanding and passionate about the students.”

Recognized by:
Annaih Estrada



Caring Hands Applause Cards

Presented for Information May 14, 2026

Kathryn Jaramillo

San Bernardino Valley College
Admissions and Records

"Thank you for your work on the Classified Professional Development team and the Spring Connection Week. You are appreciated!"

Recognized by:
Laurie Sullivan

Kennan Jiles

San Bernardino Valley College
Admissions and Records

"I would like to recognize this young man for his patience and guidance during my registration. As in the student, I felt overwhelmed, but he took the time to help me plan my summer and fall semesters. His support made a meaningful difference"

Recognized by:
Norma Cabrera

Dominique Johnson

San Bernardino Valley College
Counseling

"Putting on a great High School Counselor Conference."

Recognized by:
Jamie Salyer

Melissa King

San Bernardino Valley College
anthropology

"Opened my mind up to new ideas and is very supportive towards her students really a stand-up professor that deserves to be applauded. She goes above and beyond what her job entails to make sure her student succeed."

Recognized by:
Curtis Loop

Kenneth Lawler

San Bernardino Valley College
Kinesiology, Health & Athletics

"During busy days and semesters, always takes the time to help."

Recognized by:
Mary Lawler

Sheri Lillard

San Bernardino Valley College
Chemistry

"Always being so supportive and willing to answer questions."

Recognized by:
Jamie Salyer



Caring Hands Applause Cards

Presented for Information May 14, 2026

Breanna Lopez

San Bernardino Valley College
Office of Instruction

"During busy days and semesters, always takes the time to help."

Recognized by:
Mary Lawler

Maria Lopez

San Bernardino Valley College
Counselor

"She's amazing she always has a smile positive vibes. She had helped me every step of the way since our first phone call."

Recognized by:
Walda Lemus

Amber Martin

San Bernardino Valley College
EOPS

"Thank you for your work on the Classified Professional Development team and the Spring Connection Week. You are appreciated!"

Recognized by:
Laurie Sullivan

Anabel Martinez

San Bernardino Valley College
CBO

"Thank you for your work on the Classified Professional Development team and Spring Connection Week! You are greatly appreciated!"

Recognized by:
Laurie Sullivan

Suzi Mattson

San Bernardino Valley College
Communication Studies

"Always being so supportive."

Recognized by:
Jamie Salyer

Nicholas Mendoza

San Bernardino Valley College
Maintenance & Grounds

"Nick and his team took on the demanding task of removing heavy medical equipment from our office with exceptional efficiency and care. Their professionalism, attention to detail, and respect for our workspace made the entire process seamless. We appreciate"

Recognized by:
Laura Estrada and Amanda Badillo
(Student Health)



Caring Hands Applause Cards

Presented for Information May 14, 2026

Erika Menge

San Bernardino Valley College
Facilities Planning, Construction &
Sustainability

"I truly appreciate Erika's attention to detail and ability to follow up with the appropriate stakeholders to ensure all our projects run seamlessly!"

Recognized by:
Sosseh Taimoorian

Allison Molina

San Bernardino Valley College
Admissions and Records

"Allison went above and beyond and helping me navigate a college registration. She resolved a delayed application and personally took the initiative to clear off financial hole, so I could've rolled in my classes as a first time student. I was overhelme"

Recognized by:
Norma Cabrera

Allison Molina

San Bernardino Valley College
Admissions and Records

"Thank you for your work on the Classified Professional Development team and Spring Connection Week! You are greatly appreciated!"

Recognized by:
Laurie Sullivan

Joseph Mondragon

San Bernardino Valley College
Culinary Arts Student

"Thank you for your time, effort, care, and culinary talent as part of the SBVC Culinary team for AbilityCon on March 25, 2026. The hamburgers and fries were absolutely delicious and helped make the event even more memorable."

Recognized by:
SBVC Student Accessibility Services

Tammy Moore

San Bernardino Valley College
Culinary Arts Student

"Thank you for your time, effort, care, and culinary talent as part of the SBVC Culinary team for AbilityCon on March 25, 2026. The hamburgers and fries were absolutely delicious and helped make the event even more memorable."

Recognized by:
SBVC Student Accessibility Services

Eve Mulhall

San Bernardino Valley College
Foundation

"Always going above and beyond for people and on projects."

Recognized by:
Jamie Salyer



Caring Hands Applause Cards

Presented for Information May 14, 2026

Debbie Orozco

San Bernardino Valley College
Counseling

"Putting on a great graduation check event and always going above and beyond."

Recognized by:
Jamie Salyer

Monica Perales

San Bernardino Valley College
EOPS

"Thank you for your work on the Classified Professional Development team and Spring Connection Week! You are greatly appreciated!"

Recognized by:
Laurie Sullivan

Alecia Perez

San Bernardino Valley College
Counseling

"Putting on a great High School Counselor Conference."

Recognized by:
Jamie Salyer

Naila Popat

San Bernardino Valley College
EOPS

"Thank you for your work on the Classified Professional Development team and Spring Connection Week! You are greatly appreciated!"

Recognized by:
Laurie Sullivan

Angelica Roque

San Bernardino Valley College
Culinary Arts Student

"Thank you for your time, effort, care, and culinary talent as part of the SBVC Culinary team for AbilityCon on March 25, 2026. The hamburgers and fries were absolutely delicious and helped make the event even more memorable."

Recognized by:
SBVC Student Accessibility Services

Maureen Ryan

San Bernardino Valley College
Kinesiology, Health & Athletics

"During busy days and semesters, always takes the time to help."

Recognized by:
Mary Lawler



Caring Hands Applause Cards

Presented for Information May 14, 2026

Phylicia Sanchez

San Bernardino Valley College
Development & Community Relations

"Thank you for your work on the Classified Professional Development team and Spring Connection Week! You are greatly appreciated!"

Recognized by:
Laurie Sullivan

Brandon Sanchez

San Bernardino Valley College
Culinary Arts Student

"Thank you for your time, effort, care, and culinary talent as part of the SBVC Culinary team for AbilityCon on March 25, 2026. The hamburgers and fries were absolutely delicious and helped make the event even more memorable."

Recognized by:
SBVC Student Accessibility Services

Victoria Sanchez

San Bernardino Valley College
Counseling

"Putting on a great event for the Cal-GETC expo."

Recognized by:
Jamie Salyer

Deana Silagy

San Bernardino Valley College
Counseling

"Putting on a great event for the Cal-GETC expo."

Recognized by:
Jamie Salyer

Glenn Smith

San Bernardino Valley College
Applied Technology, Transportation,
Culinary Arts

"Thank you for the time, effort, care, and culinary talent your students brought to AbilityCon on March 25, 2026, helping make the event a delicious success with their hamburgers and fries."

Recognized by:
SBVC Student Accessibility Services

Malik Stalbert

San Bernardino Valley College
computer science

"Commitment to student success, goes beyond what his job entails to make sure his students succeeds unbelievable work ethic."

Recognized by:
Curtis Loop



Caring Hands Applause Cards

Presented for Information May 14, 2026

Laurie Sullivan

San Bernardino Valley College
ADSS

“Laurie I applaud you for the amazing work you do in ADSS. I appreciate how you keep the interpreters well informed and updated. Thank you.”

Recognized by:
Marlon Ellen

Fabiola Treto

San Bernardino Valley College
Counseling

“Putting on a great High School Counselor Conference and always going above and beyond.”

Recognized by:
Jamie Salyer

Desiree Vargas

San Bernardino Valley College
CBO

“Thank you for your work on the Classified Professional Development team and Spring Connection Week! You are greatly appreciated!”

Recognized by:
Laurie Sullivan

Tatiana Vasquez

San Bernardino Valley College
Biology

“Always being so supportive and and going above and beyond.”

Recognized by:
Jamie Salyer

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Retirement Recognition

RECOMMENDATION

This item is for information only.

OVERVIEW

The Board would like to recognize and celebrate the following staff on their retirement from San Bernardino Community College District.

The commitment and dedication these individuals have shown to student success is unwavering. The District is truly grateful for their years of service and congratulates them on their retirement.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.





Retirements

Presented for Information & Recognition May 14, 2026

[v.4.29.2026.p.2|8]

Azenaro, Renee

Professor, Art, CHC

After 17 years of dedicated service to the District at Crafton Hills College, Renee has submitted her intent to retire, effective May 16, 2026. She began her journey with SBCCD as an Art Instructor on January 12, 2017, and has since made meaningful contributions in her role, ultimately serving as Professor of Art since July 1, 2021. We sincerely appreciate Renee's contributions and lasting impact, and we wish her all the best in her well-earned retirement.

Brydson, Annie

Child Development Assistant, Child Development, SBVC

After 17 years of dedicated service to the District at Valley College, Annie will retire effective June 29, 2026. Since joining SBCCD as a Child Development Assistant in 2009 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Camacho, Albert

Custodial Supervisor, Custodial, SBVC

After 14 years of dedicated service to the District at Valley College, Albert will retire effective June 30, 2026. Since joining SBCCD as a Custodian I in 2012 he has made a lasting impact. We thank him for his contributions and wish him all the best in his well-earned retirement.

Camacho-Kelly, Martha

Purchasing Agent, Purchasing, DSO

After 33 years of dedicated service at the District Office, Martha will retire effective June 29, 2026. Since joining SBCCD as an Account Clerk II in 1993 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Davis-Brackins, Audrey

Lead Child Development Teacher, Child Development, SBVC

After 27 years of dedicated service to the District at Valley College, Audrey will retire effective June 30, 2026. Since joining SBCCD as a Child Development Specialist in 2002 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.



Retirements

Presented for Information & Recognition May 14, 2026

[v.4.29.2026.p.3|8]

Dial, Troylynn

Counselor, Counseling, CHC

After 25 years of dedicated service to the District at Crafton Hills College, Troylynn has submitted her letter of intent to retire, effective April 28, 2026. She began her career with SBCCD as a Counselor on July 12, 2004, and has faithfully served in that role throughout her tenure. We sincerely appreciate Troylynn's contributions and lasting impact, and we wish her all the best in her well-earned retirement.

Fisher, Darrell

Custodian, Custodial, SBVC

After eight years of dedicated service to the District at Valley College, Darrell has submitted his letter of intent to retire, effective March 23, 2026. He began his career with SBCCD as a Custodian on August 10, 2018, and through his hard work and commitment, advanced to the role of Lead Custodian on September 19, 2019. We sincerely appreciate Darrell's contributions and lasting impact, and we wish him all the best in his well-earned retirement.

Garcia, Stacy

Manager, Workforce Development, Professional, Development Center, DSO

After 27 years of dedicated service at the District Office, Stacy will retire effective June 30, 2026. Since joining SBCCD as a Secretary, Administrative Services in 1999 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Gideon, Angelita

Circulation Supervisor, Library, SBVC

After 60 years of dedicated service to the District at Valley College, Angelita will retire effective June 30, 2026. Since joining SBCCD as a Library Assistant in 1967 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Gowen, Laura

Administrative Coordinator, Administrative Services, SBVC

After 10 years of dedicated service to the District at Valley College, Laura will retire effective June 19, 2026. Since joining SBCCD as an Administrative Assistant I in 2016 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.



Retirements

Presented for Information & Recognition May 14, 2026

[v.4.29.2026.p.4|8]

Hughes, Richard

Professor, Geology, Geology, CHC

After 22 years of dedicated service to the District at Crafton Hills College, Richard will retire effective June 30, 2026. Since joining SBCCD as a Professor, Geology in 2004 he has made a lasting impact. We thank him for his contributions and wish him all the best in his well-earned retirement.

Huston, Celia

Librarian, Library, SBVC

After 28 years of dedicated service to the District at Valley College, Celia has submitted her intent to retire, effective May 27, 2026. She began her career with SBCCD as a Librarian on August 24, 1998, and has faithfully served in that role throughout her tenure. We sincerely appreciate Celia's contributions and lasting impact, and we wish her all the best in her well-earned retirement.

Kelly, Daniel

Custodian, Facilities Planning, DSO

After 20 years of dedicated service at the District Office, Daniel will retire effective June 29, 2026. Since joining SBCCD as a Custodian in 2006 he has made a lasting impact. We thank him for his contributions and wish him all the best in his well-earned retirement.

Kelly-Silagy, Deana

Counselor, Counseling, SBVC

After 14 years of dedicated service to the District at Valley College, Deana will retire effective June 16, 2026. Since joining SBCCD as a Counselor in 2016 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Kozanova, Marina

Professor, Spanish, Spanish, CHC

After 32 years of dedicated service to the District at Crafton Hills College, Marina will retire effective June 30, 2026. Since joining SBCCD as a Professor, Spanish in 1994 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Kracher, Gloria

Custodian, Custodial, SBVC

After 24 years of dedicated service to the District at Valley College. Gloria will retire effective June 30, 2026. Since joining SBCCD as a Custodian in 2002 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.



Retirements

Presented for Information & Recognition May 14, 2026

[v.4.29.2026.p.5|8]

Krehbiel, Deanna

Executive Director, Economic Development, Corporate Training and Technology, Professional, Development Center, DSO

After 16 years of dedicated service at the District Office. Deanna will retire effective June 30, 2026. Since joining SBCCD as a Workforce Grant Assistant in 2010 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Larivee, Elizabeth

Counselor, Counseling, SBVC

After 30 years of dedicated service to the District at Valley College. Elizabeth will retire effective June 30, 2026. Since joining SBCCD as a Counselor in 1996 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Lee, Chongui

Professor, Mathematics, Mathematics, SBVC

After 28 years of dedicated service to the District at Valley College, Chongui will retire effective June 12, 2026. Since joining SBCCD as a Professor, Mathematics in 2015, he has made a lasting impact. We thank him for his contributions and wish him all the best in his well-earned retirement.

Lillard, Sheri

Professor, Chemistry, Chemistry, SBVC

After 19 years of dedicated service to the District at Valley College, Sheri has submitted her intent to retire, effective May 31, 2026. She began her career with SBCCD as a Chemistry Instructor on August 16, 2007, and has since made meaningful contributions to the college community, serving as Professor of Chemistry since July 1, 2021. We sincerely appreciate Sheri's contributions and lasting impact, and we wish her all the best in her well-earned retirement.

Ramirez, Steve

Professor, Mathematics, Mathematics, CHC

After 25 years of dedicated service to the District at Crafton Hills College, Steve has submitted his intent to retire, effective May 21, 2026. He began his career with SBCCD as a Mathematics Instructor on August 17, 2001, and has since made a lasting impact on students and colleagues alike, serving as Professor of Mathematics since July 1, 2021. We sincerely appreciate Steve's contributions and lasting impact, and we wish him all the best in his well-earned retirement.



Retirements

Presented for Information & Recognition May 14, 2026

[v.4.29.2026.p.6|8]

Rosales, David

Professor, Art, Art, SBVC

After 31 years of dedicated service to the District at Valley College, David has submitted his letter of intent to retire, effective May 15, 2026. He began his career with SBCCD as an Art Instructor on January 11, 2007, and through his passion and commitment to his field, advanced to the role of Professor of Art on July 1, 2021. We sincerely appreciate David's contributions and lasting impact, and we wish him all the best in his well-earned retirement.

Schmidt, Jeffrey

Professor, Spanish, Spanish, CHC

After 30 years of dedicated service to the District at Crafton Hills College, Jeffrey has submitted his intent to retire, effective May 29, 2026. Jeffrey began his career with SBCCD as a Spanish Instructor on January 12, 2001, and most recently served as Professor of Spanish, a role he has held since July 1, 2021. We sincerely appreciate Jeffrey's contributions and lasting impact, and we wish him all the best in his well-earned retirement.

Sousa, Juana

Financial Aid Coordinator, Financial Aid, SBVC

After 30 years of dedicated service to the District at Valley College. Juana will retire effective June 30, 2026. Since joining SBCCD as a Financial Aid Specialist II in 1990 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Syswang, Stacy

CTE Program Support Specialist, Emergency Medical Services, CHC

After 24 years of dedicated service to the District at Crafton Hills College. Stacy will retire effective June 30, 2026. Since joining SBCCD as a Clerical Assistant in 2002 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Thomas, Vanessa

Division Dean, Vocational Education, SBVC

After 6 years of dedicated service to the District at Valley College. Vanessa will retire effective June 30, 2026. Since joining SBCCD as a Division Dean in 2020 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.



Retirements

Presented for Information & Recognition May 14, 2026

[v.4.29.2026.p.7|8]

Trasporte, Catalina

Administrative Assistant III, Humanities, SBVC

After 19 years of dedicated service to the District at Valley College. Catalina will retire effective June 30, 2026. Since joining SBCCD as an Administrative Secretary in 2007 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Urbanovich, James

Communication Studies, Professor, CHC

After 20 years of dedicated service at Crafton Hills College, James will retire effective July 1, 2026. Since joining SBCCD as an Instructor in 2006 James has made a lasting impact. We thank him for his contributions and wish him all the best in his well-earned retirement.

Vargas, Leticia

Custodian, Custodial, SBVC

After 27 years of dedicated service to the District at Valley College. Leticia will retire effective June 30, 2026. Since joining SBCCD as a Custodian in 1999 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Walker, Heidi

Mail Clerk, Administrative Services, SBVC

After 22 years of dedicated service to the District at Valley College. Heidi will retire effective June 30, 2026. Since joining SBCCD as a Mail Clerk in 2004 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.

Weaver, Teresa

Psychiatric Technology, Professor, Psychiatric Technology, SBVC

After 15 years of dedicated service to the District at Valley College, Teresa has submitted her intent to retire, effective May 16, 2026. She began her career with SBCCD as a Nursing Instructor on August 14, 2015, and has since contributed greatly to the college community, serving as Professor of Psychiatric Technology. We sincerely appreciate Teresa's contributions and lasting impact, and we wish her all the best in her well-earned retirement.

Williams, Dana

Administrative Assistant II, Administrative Services, SBVC

After 7 years of dedicated service to the District at Valley College. Dana will retire effective June 30, 2026. Since joining SBCCD as an Administrative Assistant II in 2019 she has made a lasting impact. We thank her for her contributions and wish her all the best in her well-earned retirement.



SBCCD CELEBRATES SBVC'S CENTENNIAL JOURNEY

SBCCD proudly joined SBVC in celebrating a century of opportunity at the college's Centennial Gala, where the community came together to raise more than \$1 million in support of student success. Themed "Centennial Journey," the evening honored SBVC's 100 year legacy while setting the stage

cont. on page 3



5.14.2026

CHANCELLOR'S REPORT



SBCCD RECEIVES \$3.5M STATE GRANT TOWARDS WORKFORCE

SBCCD has been awarded \$3.5 million as part of a statewide investment to expand apprenticeship and workforce training opportunities across the Inland Empire. The funding, announced by Gov. Gavin Newsom as part of a nearly \$40 million grant initiative, positions SBCCD to further strengthen pathways

cont. on page 4

SBCCD AND SBVC BREAK GROUND FOR FUTURE BUILDINGS

SBCCD and SBVC recently celebrated a major milestone with the ground-breaking of two new facilities: the Aeronautics Building and the Health Sciences Building. The ceremony marked the beginning of an exciting chapter focused on expanding hands-on learning environments that prepare

cont. on page 4





CHC CELEBRATES IMPACT OF PRESIDENT'S CIRCLE GIVING



CHC hosted a private event to thank its President's Circle members for their continued support of students.

Guests gathered for dinner followed by a performance from illusionist Danny Ray, whose mix of sleight of hand, storytelling, and audience participation created an engaging and memorable experience. Throughout the evening, guests were surprised and impressed by how seamlessly each illusion came together, bringing moments of laughter and connection to the room.

More than entertainment, the performance reflected the purpose of the evening. Themes of possibility and perspective reinforced the impact of giving and the important role President's Circle members play in supporting student success.

President's Circle donors are essential to changing lives at Crafton. Their generosity helps remove financial barriers, expand opportunities, and support students as they work toward their educational and career goals.

Kevin Horan shared his appreciation, noting, "Your support creates opportunities our students might not otherwise have. Tonight is a small way for us to say thank you for the difference you make every day."

SBVC'S HONORED WITH "VALLEY COLLEGE DAY" PROCLAMATION



The City of San Bernardino has officially proclaimed March 26, 2026, as "Valley College Day," recognizing SBVC for 100 years of service and impact in the Inland Empire. The proclamation was presented at a City Council meeting, where Mayor Helen Tran welcomed the college's Executive Cabinet and formally honored its long-standing commitment to education and community. Founded in 1926 as California's first purpose-built community college campus, SBVC has played a key role in shaping generations of students and advancing regional industries.

The proclamation highlights SBVC's historic milestones, including launching the Inland Empire's first public nursing program, becoming the first college in California to carry the name "Valley College," establishing the state's first Dreamers Resource Center at a community college, and earning recognition as one of the nation's early Black-Serving Institutions. President Gilbert J. Contreras emphasized the college's deep connection to the community, noting that its success reflects the shared efforts of students, faculty, and partners over the past century.

As part of the centennial celebration, SBVC hosted its official 100th Birthday Celebration on March 26 featuring cake and a commemorative group photo.



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for the next generation of learners.

The gala highlighted the strength of community investment, with major contributions including \$55,000 from Stater Bros. Charities and a



transformative \$500,000 commitment from the Pinky and Joe Brier Foundation. The Brier Foundation’s gift will establish a five year matching grant to support an endowed scholarship for women and underserved students pursuing careers in aviation. Proceeds from the evening will also help address students’ basic needs, expand scholarship opportunities, and strengthen pathways to high wage, in demand careers.

Guests experienced an evening rich in celebration and reflection, featuring a Route 66 inspired display of classic cars, including a restored 1926 Buick Master 6 brought back to life by SBVC automotive students and faculty. The program included live and silent auctions, music, dinner, and remarks from college and community leaders, along with a special “Centennial Journey” presentation showcasing SBVC’s impact across generations. The event also recognized 15 distinguished alumni, leaders, and community members for their service and contributions, including Chancellor Diana Z. Rodriguez, who was honored among the group and reflected on her time as SBVC president, sharing her deep pride in Valley College and its enduring impact on students and the community.

In his remarks, SBVC President Dr. Gilbert J. Contreras reflected on the significance of the evening, emphasizing the lasting impact of community generosity on students’ lives and futures. As SBVC marks 100 years of service, the Centennial Gala not only celebrated a proud history, but also built momentum for the college’s next chapter, an evening defined by shared purpose, lasting impact, and excitement for the next 100 years of Valley College.



cont. from page 1

students to enter high-demand careers with confidence.

The program opened with a welcome from Keith Bacon, followed by the Pledge of Allegiance and a land acknowledgment delivered by Itzel J. Mariano Saldana. Remarks were shared by Chancellor Diana Z. Rodriguez, Dr. Nathan D. Gonzales, Dr. Gilbert J. Contreras, and Bill Lemann, along with SBVC students Casandra Soto and Ariana Leon. Each speaker reflected on the transformative impact of SBVC’s faculty and staff, underscoring the college’s role in shaping student success and opportunity.

Designed with real-world application in mind, the new facilities will provide immersive, career-focused training. The Aeronautics Building will support programs in aircraft maintenance and aviation technology, while the Health Sciences Building will mirror clinical environments for students pursuing nursing, pharmacology, psychiatric technician, and allied health pathways. Funded through voter-approved Measures C and M and supported by partners Safeworks, AECOM, Bernards, and DLR Group, the project reflects a shared investment in the region’s future. Following the ceremony, guests explored student exhibits, connected with faculty, and experienced a flight simulator firsthand. While completion is anticipated in Fall 2028, the impact of these new spaces is already underway.

PATHWAY TO CAREERS HIRING EVENT

The Opportunity Young Adult Grant (OYA) successfully hosted the Pathway to Careers Hiring Event, connecting 45 program participants with local employers and workforce partners committed to supporting career opportunities and economic mobility for our community members.

2 Job seekers were offered employment on the spot with States Logistics.

4 Participants were invited to second-round interviews with The Lewis Group of Companies.

The Pathway to Careers Hiring Event further reinforces SBCCD’s commitment to workforce development, strong employer partnerships, and building a sustainable talent pipeline through the OYA program.

cont. from page 1

to high demand, high wage careers for local residents.

This investment will support programs at SBVC and CHC, as well as partnerships with six additional community colleges. Funds will be directed toward expanding training, apprenticeships, and supportive services in key sectors, including clean economy innovation, clean economy adoption, advanced manufacturing, and cybersecurity. Through these efforts, SBCCD continues to advance its commitment to aligning education with workforce needs and regional economic growth.

Chancellor Diana Z. Rodriguez emphasized the broader impact of the funding, noting that investments in workforce development not only equip residents with valuable skills, but also strengthen families and communities throughout the Inland Empire. Over the next two years, the grant is expected to support approximately 910 residents, expanding access to career education and reinforcing SBCCD’s role as a leader in workforce training.



BOARD OF TRUSTEES

Meeting Minutes – April 9, 2026

Location: San Bernardino Community College District, 550 E. Hospitality Ln., Ste 200, San Bernardino, CA 92408

Livestream: <https://www.youtube.com/@sanbernardinocommunitycoll42/streams>

Meeting materials: www.sbccd.edu/govenda

MEMBERS PRESENT	ADMINISTRATORS PRESENT
Dr. Nathan Gonzales, Chair Joseph Williams, Vice Chair Dr. Cherina Betters, Clerk Dr. Stephanie Houston, Trustee John Longville, Trustee Carlos Aguilera, Trustee Jazmyn Garcia, CHC Student Trustee (advisory)	Dr. Diana Z. Rodriguez, Chancellor Jose Torres, Executive Vice Chancellor Dr. Kevin Horan, CHC President Dr. Gilbert Contreras, SBVC President Kristina Hannon, VC Human Resources & Police Services Dr. Nohemy Ornelas, VC Educational & Student Support Services Angel Rodriguez, Associate Vice Chancellor Government Relations & Strategic Communications
MEMBERS ABSENT	ADMINISTRATORS ABSENT
Frank Reyes, Trustee Christian Espinoza, SBVC Student Trustee (advisory)	

I. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Chair Gonzales called the meeting to order at 4:00 p.m.

Trustee Houston led the pledge of allegiance.

II. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

Diamond Martinez
 Fernando Gomez

III. CLARIFICATION

IV. RECOGNITION/CELEBRATIONS

Chair Gonzales and the Board of Trustees recognized that April is Autism Awareness Month, a time to promote understanding, acceptance, and inclusion of individuals with autism. It is also Sexual Assault Awareness Month, which calls attention to the importance of prevention, education, and supporting survivors. Together, these observances remind us of our responsibility to create safe, inclusive, and respectful environments where all individuals can feel valued and protected.

Chair Gonzales congratulated SBVC and SBVC Foundation on the 100th Gala.

Chair Gonzales recognized Chancellor Rodriguez being honored at CSUSB Hall of Fame.

Trustee Betters recognized Arab American Heritage Month, we are honored to call out and live up to these values as a board.

A. Applause Cards

The Board recognized applause recipients for extending extra effort to provide quality service and valued assistance.

V. BOARD OF TRUSTEES AND CHANCELLOR REPORTS

- A. Board Committee & Activity Reports
 - 1. Board Finance Committee (BFC) – Trustee Houston provided a brief report.
 - 2. Board Legislative Committee (BLC) – No report.
 - 3. Board Policy & Procedures Ad-Hoc Committee (BPPAC) – No report.
- Regional and State Reports
 - 1. Board of Governors (BOG) – Trustee Williams provided a brief report.
 - 2. Joint Powers Authority – No report.
- B. Chancellor's Report –Chancellor Rodriguez provided a brief report.

VI. ACTION AGENDA

- A. 03-12-2026 Board Meeting Minutes

Motion: to approve the 03-12-2026 Board Meeting minutes

Moved by: Trustee Betters. Seconded by Trustee Williams.

Electronic Vote:	AYES:	Garcia (advisory), Gonzales, Betters, Houston, Longville, Aguilera, Williams
	NOES:	none
	ABSTAIN:	none
	ABSENT:	Espinoza (advisory), Reyes

Motion passed

- B. Board Legislative Ad Hoc Advisory Committee

Motion: to approve revising the Board Legislative Committee from a Standing Committee to an Ad Hoc Committee

Moved by: Trustee Betters. Seconded by Trustee Longville.

Electronic Vote:	AYES:	Garcia (advisory), Gonzales, Betters, Houston, Longville, Aguilera, Williams
	NOES:	none
	ABSTAIN:	none
	ABSENT:	Espinoza (advisory), Reyes

Motion passed

- C. Board Policies for Final Read

Motion: to approve Board Policies for Final Read

Moved by: Trustee Aguilera. Seconded by Trustee Houston.

Electronic Vote:	AYES:	Garcia (advisory), Gonzales, Betters, Houston, Longville, Aguilera, Williams
	NOES:	none
	ABSTAIN:	none
	ABSENT:	Espinoza (advisory), Reyes

Motion passed

- D. Transfers of Appropriations for the 2026-2027 Fiscal Year
Tabled to future agenda.

- E. Student Trustee Privileges
Motion: to approve Student Trustee Privileges

Moved by: Trustee Longville. Seconded by Trustee Aguilera.

Electronic Vote:	AYES:	Garcia (advisory), Gonzales, Betters, Houston, Longville, Aguilera, Williams
	NOES:	none
	ABSTAIN:	none
	ABSENT:	Espinoza (advisory), Reyes

Motion passed

VII. CONSENT AGENDA

A. Instruction/Student Services

1. Curriculum – CHC

B. Human Resources

1. Adjunct and Substitute Academic Employees
2. Appointment of District Employees
3. Appointment of Interim Managers
4. Classified Job Description and Revision to Classified Salary Schedule
5. Consideration of Resolution #2026-04-09-BOT01 to Excuse Board Members of Absences
6. Management Job Description Revision
7. Non-Instructional Pay
8. Payment of Stipends

C. Business & Fiscal Services

1. Alcoholic Beverages
2. Conferences
3. Contracts at or Above \$119,100
4. Individual Membership
5. Regular Meeting Calendar
6. Resolution #2026-04-09-FS-01 Transfers from Reserve for Contingencies to the Various Expenditure Classifications

D. Facilities

1. Master Services Agreements Task Orders for Bond Construction

Motion: to approve the Consent Agenda as presented

Moved by: Trustee Longville Seconded by Student Trustee Garcia.

Electronic Vote:	AYES:	Garcia (advisory), Gonzales, Betters, Houston, Longville, Aguilera,
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Williams
 NOES: none
 ABSTAIN: none
 ABSENT: Espinoza (advisory), Reyes
 Motion passed

VIII. REPORTS

Brief reports were provided orally. All written reports are uploaded and can be referenced at www.sbccd.edu/Govenda

A. Represented Groups

1. Crafton Hills College Academic Senate – Provided a written report.
2. Crafton Hills College Classified Senate – No report.
3. Crafton Hills College Associated Students – Student Trustee Jazmyn Garcia provided a brief report.
4. San Bernardino Valley College Academic Senate – Provided a written report.
5. San Bernardino Valley College Classified Senate – No report.
6. San Bernardino Valley College Associated Students – Provided a brief report.
7. CSEA – No report.
8. CTA – Provided a brief report.
9. Police Officers Association – No report.

B. Staff Reports

1. San Bernardino Valley College President – President Horan provided a brief report.
2. Crafton Hills College President – President Horan provided a brief report.
3. Executive Vice Chancellor – Executive Vice Chancellor Torres provided a brief report.
4. Vice Chancellor of Human Resources & Police Services – No report.
5. Vice Chancellor of Educational & Student Support Services – No report.
6. Associate Vice Chancellor of Governmental Affairs & Strategic Communications – Associate Vice Chancellor Rodriguez provided a brief report.

IX. INFORMATION ITEMS

- A. Board Master Action Planning Calendar
- B. Budget Revenue & Expenditure Summary
- C. Contracts Below \$119,100
- D. General Fund Cash Flow Analysis
- E. Grants Report
- F. Lexipol Policies and Procedures
- G. MOUs between SBCCD and the CSEA
- H. Professional Expert Short-Term and Substitute Employees
- I. Purchase Order Report
- J. Resignations
- K. Volunteers

X. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- A. Conference with Labor Negotiators
 Government Code 54957.6

Agency Representatives: Diana Rodriguez and Kristina Hannon

Non-Represented Groups: CSEA, CTA, POA,
 Management/Supervisors, and Confidential Employees

- B. Public Employee Discipline/Dismissal/Release/Non Re-Employment
 Government Code 54957
 Number of cases: 4
- C. Conference with Legal Counsel – Anticipated Litigation
 Significant Exposure to Litigation Pursuant to Subdivision (d)(2) and
 (e) of Government Code Section 54956.9
 Number of cases: 2
- D. Conference with Legal Counsel – Existing Litigation
 Government Code 54956.9(e)(3) or (d)(1)
 Number of cases: 1
- E. Public Employee Performance Evaluation
 Government Code Section 54957(b)(1)
 Title: Chancellor

XI. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

XII. CONVENE CLOSED SESSION

The Board convened to closed session at 4:37 p.m.

XIII. RECONVENE PUBLIC MEETING

Chair Gonzales reconvened the public meeting at 5:27 p.m.

XIV. REPORT OF ACTION IN CLOSED SESSION

On April 9, 2026, the Board Unanimously, took action to approve the release of probationary employee #32457 as Custodian at SBVC effective April 10, 2026.

On April 9, 2026, the Board Unanimously, took action in closed session, the Board took action to approve the immediate suspension without pay and recommended dismissal of a tenured faculty employee, identified as employee #23537, and directed the Chancellor or designee to send out appropriate legal notices

On April 9, 2026, the Board Unanimously, approved Settlement Agreement and General Release between the District and Employee #31021, effective March 24, 2026. Under the agreement, Employee #31021 releases the District from any and all legal claims.

On April 9, 2026, the Board Unanimously, took action in closed session, to approve the claim denial and letter of response to the claim filed on March 9, 2026, by employee #23487

XV. ADJOURNMENT

The next meeting of the Board: Board Strategy Session Meeting
 April 23, 2026, at 5:00 p.m.
 San Bernardino Valley College
 701 S. Mt. Vernon College
 San Bernardino, CA 92410

The Board of Trustees adjourned at 5:30 p.m.

The Board of Trustees approved the April 9, 2026, minutes on May 14, 2026.

Dr. Cherina Betters, Clerk
SBCCD Board of Trustees

Heather M. Madole, Administrative Officer
SBCCD Office of the Chancellor



BOARD OF TRUSTEES
Meeting Minutes – April 23, 2026

Location: San Bernardino Valley College, B-100, 701 S. Mt. Vernon Avenue, San Bernardino, CA 92410
Meeting materials: www.sbccd.edu/govenda

<p>MEMBERS PRESENT</p> <p>Dr. Nathan Gonzales, Chair Joseph Williams, Vice Chair Dr. Cherina Betters, Clerk Carlos Aguilera, Trustee Dr. Stephanie Houston, Trustee John Longville, Trustee Christian Espinoza, SBVC Student Trustee (advisory) via Zoom</p>	<p>ADMINISTRATORS PRESENT</p> <p>Dr. Diana Z. Rodriguez, Chancellor via Zoom Jose Torres, Executive Vice Chancellor Dr. Kevin Horan, CHC President Dr. Gilbert Contreras, SBVC President Kristina Hannon, VC Human Resources & Police Services</p>
<p>MEMBERS ABSENT</p> <p>Frank Reyes, Trustee Jazmyn Garcia, CHC Student Trustee (advisory)</p>	<p>ADMINISTRATORS ABSENT</p> <p>Dr. Nohemy Ornelas, VC Educational & Student Support Services Angel Rodriguez, Associate Vice Chancellor Government Relations & Strategic Communications</p>

I. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Chair Gonzales called the meeting to order at 5:00 p.m.

Trustee Houston led the pledge of allegiance.

II. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

III. CLARIFICATION

None

IV. ACTION AGENDAS

- A. 2026 Early Retirement Incentive Plan

Motion: to approve the 2026 Early Retirement Incentive Plan

Moved by: Trustee Better. Seconded by Trustee Houston.

Electronic Vote: AYES: Espinoza (advisory), Gonzales, Betters, Houston, Longville, Aguilera, Williams

NOES: none

ABSTAIN: none

ABSENT: Garcia (Advisory), Reyes

Motion passed

V. PRESENTATIONS

- A. San Bernardino Valley College Update

Executive Vice Chancellor Torres introduced the presentation and President Dr. Gilbert Contreras.

Discussion: Trustee Houston applauded the multitude of efforts on the tour, the student presentations, and

the Strategy Session presentations with the multiple elements that feel grounded. Trustee Betters commented on the excellent format from CHC to SBVC. Complimented the staff, who did an incredible job and congratulated SBVC. Applauded the branding that feels like a university. Vice Chair Williams appreciated the presentation, the format, etc. The team that is currently in place, this is an opportunity to fill gaps. Trustee Aguilera commented on the importance of HSI and BSI. He is very interested in supporting these efforts.

X. ADJOURNMENT

The next meeting of the Board: Business Meeting

May 14, 2026, at 4:00 p.m.

SBCCD Boardroom

550 E. Hospitality Ln., Suite 200

San Bernardino, CA 92408

The Board of Trustees adjourned at 5:49 p.m.

The Board of Trustees approved the April 23, 2026, Strategy Session minutes on May 14, 2026.

Dr. Cherina Betters, Clerk
SBCCD Board of Trustees

Heather M. Madole, Administrative Officer
SBCCD Office of the Chancellor

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Heather M. Madole, Administrative Officer

DATE: May 14, 2026

SUBJECT: Consideration of Approval to Adopt Resolution #2026-05-14-BOT01
Approving May 17-23, 2026, As Classified Employee Week

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution #2026-05-14-BOT01 approving May 17-23, 2026, as Classified Employee Week.

OVERVIEW

Classified School Employee Week is observed annually during the third full week of May in recognition of the essential contributions classified professionals make to public education throughout California. Established by the California Legislature through Senate Bill 1552 in 1986, the observance honors the dedication and service of classified employees who support students, faculty, administrators, and the overall operations of educational institutions.

Within the San Bernardino Community College District, classified professionals serve in a broad range of critical roles, including administrative support, instructional assistance, maintenance and operations, information technology, campus safety, food services, library services, and student support functions. These employees are integral to maintaining safe, effective, and welcoming learning environments and play a vital role in advancing student success and institutional excellence.

ANALYSIS

Adoption of this resolution aligns the San Bernardino Community College District with statewide recognition efforts honoring classified professionals and demonstrates the Board of Trustees' appreciation for the significant role these employees play in supporting the District's mission and operations.

The resolution carries no fiscal impact and serves as a formal acknowledgment of the professionalism, dedication, and service of classified employees throughout the District. Recognition of Classified School Employee Week promotes employee morale, fosters a culture of appreciation and respect, and highlights the collaborative contributions of all employee groups in advancing student achievement and institutional success.



SBCCD GOALS

2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues

FINANCIAL IMPLICATIONS

No financial implications.

**RESOLUTION #2026-05-14-BOT01 OF THE BOARD OF TRUSTEES OF THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
APPROVING MAY 17-23, 2026, AS CLASSIFIED SCHOOL EMPLOYEE WEEK**

WHEREAS, the California Legislature established the third full week of May as Classified School Employee Week through the passage of Senate Bill 1552 in 1986; and

WHEREAS, classified professionals provide essential services that support the daily operations, safety, and success of students and educational institutions throughout California community colleges; and

WHEREAS, classified employees serve in a wide variety of roles, including food services, maintenance and operations, instructional assistance and paraeducator services, office and clerical support, security, library and media assistance, information technology and computer services, and numerous other critical functions; and

WHEREAS, classified professionals make significant contributions to the educational community through their dedication, professionalism, and commitment to student success; and

WHEREAS, the San Bernardino Community College District recognizes and values the vital role classified employees play in creating supportive learning environments and advancing the mission of higher education; and

WHEREAS, school districts and educational institutions across the State of California will celebrate Classified School Employee Week during May 17–23, 2026, in recognition of the outstanding contributions of classified professionals;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the San Bernardino Community College District hereby declares the week of May 17–23, 2026, as Classified School Employee Week and encourages all members of the District community to recognize and honor the dedicated service and contributions of classified professionals.

APPROVED, PASSED AND ADOPTED by the Board of Trustees of the San Bernardino Community College District on this 14th day of May 2026, by the following vote:

- AYES:
- NOES:
- ABSTENTIONS:
- ABSENT:

I, Diana Z. Rodriguez, Ed.D., Secretary to the Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this _____ day of _____, 20____ .

Secretary to the Board of Trustees

Attested to:

Cherina Betters, Ed.D.
Clerk, San Bernardino Community College District

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Consideration of Approval to Conduct a Public Hearing and Acknowledge Initial Proposals to Negotiate 2026-2029 Successor Contract between SBCCD and the SBCCDPOA

RECOMMENDATION

- 1) It is recommended that the Chair of the Board of Trustees open a hearing for public comment on the initial proposals to negotiate the 2026-2029 Successor Contract between SBCCD and the SBCCDPOA as attached, and following any comments from the public, the Chair of the Board of Trustees close the hearing.
- 2) It is further recommended that, having conducted a public hearing pursuant to Government Code 3547, the Board of Trustees acknowledge these proposals and the parties commence negotiations.

OVERVIEW

Government Code 3547 requires that all initial proposals for collective bargaining be presented at a public meeting. This is commonly known as *sunshining*.

ANALYSIS

This board item makes public the proposal to negotiate the successor agreement as proposed by the District.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.





**The San Bernardino Community College District's (SBCCD)
2026-2029 Successor Negotiations Sunshine Proposal**

The San Bernardino Community College District (SBCCD) presents our initial proposal to negotiate the 2026-2029 SBCCDPOA Successor Contract. The District desires to alter or amend the following articles as indicated and presents our proposal for public discussion in accordance with Government Code 3547 as follows:

ARTICLE 6: HOURS OF WORK AND OVERTIME:

- The District will propose language to update/clarify processes in the article language regarding overtime distribution
- The District will propose language to update/clarify processes in the article language regarding compensatory time

ARTICLE 7: PAY AND ALLOWANCES:

- The District will propose language to update/clarify processes in the article language regarding tuition reimbursement.

ARTICLE 8: UNIT MEMBER EXPENSES AND MATERIALS:

- The District will propose language to update/clarify processes in the article language

ARTICLE 12: HOLIDAYS

- The District will propose language to update/clarify processes in the article language regarding holiday compensation
- The District will propose language to update/clarify processes in the article language regarding holiday scheduling (i.e., floating/birthday)

ARTICLE 14: LEAVES:

- The District will propose language to update/clarify processes in the article language regarding sick leave
- The District will propose language to update/clarify processes in the article language regarding personal necessity

ARTICLE 16: PERSONNEL:

- The District will propose language to update/clarify processes in the article language regarding the personnel file

ARTICLE 19: VACATIONS:

- The District will propose language to update/clarify processes in the article language regarding vacation scheduling

ARTICLE 23: SAFETY:

- The District will propose language to update/clarify processes in the article language

The District reserves the right to amend or modify its proposal during negotiations.



Tel: (909) 466-5600 | Fax: (909) 466-5610
 www.HarperandMcCoy.com

April 20, 2026

VIA ELECTRONIC MAIL

tguevara@sbccd.edu

Tiffany Guevara
 Director, Human Resources, Police Services and Health and Safety Administration
 San Bernardino Community College District
 550 E. Hospitality Lane, Suite 200
 San Bernardino, CA 92408

RE: Sunshine Letter for Successor Contract- San Bernardino Community College POA

Dear Ms. Guevara,

Pursuant to Article 24, Section 24.1, the SBCCPOA wishes to open meet and confer sessions where it will present its initial proposals. As such, you will find the items we wish to discuss during negotiations. Please note items may be added or deleted as negotiations progress.

Sunshine List

Article 7 – Pay and Allowances:

- Section 7.1 – Rate of Pay
- Section 7.3.3 – Peace Officer Standards & Training (POST) Certificate Pay
- Section 7.3.4 – Undergraduate/Graduate/Doctoral Credit
- Section 7.3.6 – Corporal Premium
- Section 7.7.1 – Initial Placement Promoted Unit Members
- Section 7.7.2 – Initial Placement New Unit Members
- Section 7.10.6.1 – Reimbursement (Enrollment Fees for Unit Members)

Article 12 – Holidays:

- Section 12.1

Article 19 – Vacation:

- Section 19.6.2 – Prior Approval

Article 23 – Safety:

- New Section

Upland Office
 123 E. 9th Street. Ste 318
 Upland, CA 91786

Main Office
 6848 Magnolia Ave. Ste. 200
 Riverside, CA 92506
Send Correspondence to this Address

Please acknowledge receipt of this request and notify the SBCCPOA of tentative dates for meet and confer. If you should have any questions, please feel free to contact me at tiffany@harperandmccoy.com.

Thank you in advance for your courtesy and consideration in this matter.

Sincerely,
HARPER & MCCOY, APC

Tiffany Moran
Tiffany Moran

cc: SBCCPOA

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director of Business and Fiscal

DATE: May 14, 2026

SUBJECT: Consideration of Approval to Adopt Resolution #2026-05-14-FS-01
Approving Transfers of Appropriations for the 2026-27 Fiscal Year

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution #2026-05-14-FS-01 Approving Transfers of Appropriations for the 2026-27 Fiscal Year.

OVERVIEW

According to Title 5, §58307 and §58308 and in accordance with Administrative Procedure 6250, all income in excess of budgeted amounts shall be added to the general reserve. However, the Board of Trustees may approve the appropriation of such funds, according to need, by the adoption of a resolution by a majority vote.

ANALYSIS

During the course of the fiscal year, revisions become necessary to bring budgeted revenues and expenditures in balance with actual receipts and expenses. Therefore, we are recommending that the Board of Trustees authorize staff to process necessary transfers during 2026-27 to allow for the appropriation of excess funds; transfers between designated and/or unappropriated fund balances and any expenditure classifications; or balance any expenditure classification of the budget.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

Approval of this item will allow for timely posting of adjustments and a realistic picture of actual spending patterns of funds.

**RESOLUTION #2026-05-14-FS-01 OF THE BOARD OF TRUSTEES OF THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
APPROVING TRANSFERS OF APPROPRIATIONS OF THE 2026-27 FISCAL YEAR**

WHEREAS, the San Bernardino Community College District Board of Trustees has determined that during the fiscal year budget revisions become necessary to bring the budgeted revenues and expenditures in balance with actual receipts and expenses; and

WHEREAS, by making these appropriation adjustments to actuals, the District will reflect a more realistic picture of actual spending patterns of funds; and

WHEREAS, the San Bernardino Community College District Board of Trustees has determined that additional income is assured in excess of the amounts previously budgeted and the timely posting of adjustments will keep each account up-to date with accurate uncommitted balances;

NOW, THEREFORE, BE IT RESOLVED that pursuant Title 5, §58307 and §58308, and in accordance with its Administrative Procedure 6250, the District may appropriate any such funds, and identify and make such transfers as needed throughout the 2026-27 fiscal year.

BE IT FURTHER RESOLVED that the San Bernardino Community College District Board of Trustees authorizes staff to process the necessary transfers to revise budget amounts during the course of the fiscal year to allow appropriation of excess funds, transfers between designated and/or un-appropriated fund balances and any expenditure classifications, or balance any expenditure classification of the budget.

PASSED AND ADOPTED by the Board of Trustees on May 14, 2026, by the following majority vote:

AYES: _____
NOES: _____
ABSTENTIONS: _____
ABSENT: _____

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)

I, Diana Z. Rodriguez, Ed.D., Secretary to the Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this _____ day of _____, 20_____.

_____ Secretary to the Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Kevin Horan, President, CHC

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

DATE: May 14, 2026

SUBJECT: Consideration of Approval of Curriculum - CHC

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

These courses, certificates, and degrees have been approved for addition, modification, and deletion by the Curriculum Committee of the Academic Senate and will be included in 2026-2027 College Catalog

SBCCD GOALS

Use those that apply from the list.

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

None



COURSE MODIFICATION

COURSE ID	COURSE TITLE
CDEV 126	Child, Family and Community
CATALOG DESCRIPTION:	The course explores the process of socialization, focusing on the interrelationship of family, school, and community. Examines the influence of multiple societal contexts. Explores the role of collaboration between family, community, and schools in supporting children's development, from birth through adolescence.
RATIONALE:	Six-Year Revision
STUDENT LEARNING OUTCOMES:	NEW
EQUATE:	This course currently equates with CD-126 at SBVC
EFFECTIVE:	Fall 2026

COURSE ID	COURSE TITLE
CDEV 132	Introduction to Curriculum
CATALOG DESCRIPTION:	This course presents an overview of developmentally appropriate curriculum and environments for children birth through age eight. Students will use knowledge of children's development, theories of learning and development, and examples from various models of developmentally appropriate practice to plan environments and curriculum in all content areas to support children's development and learning integrated throughout indoor and outdoor settings.
SCHEDULE DESCRIPTION:	The course presents an overview of the knowledge and skills related to providing appropriate environments and curriculum for infants and young children.
RATIONALE:	Six Year Revision
STUDENT LEARNING OUTCOMES:	New
EQUATE:	Course currently equates with CD 114 at SBVC
EFFECTIVE:	Fall 2026

COURSE ID	COURSE TITLE
MATH/N 604	Reading, Interpreting and Creating Graphs
RATIONALE:	Six-Year Revision
STUDENT LEARNING OUTCOMES:	No-Change
EQUATE:	This course is currently not equated with SBVC
EFFECTIVE:	Fall 2026

COURSE ID	COURSE TITLE
MATH/N 605	Math Skills for the Workplace
RATIONALE:	Six-Year Revision
STUDENT LEARNING OUTCOMES:	No-Change
EQUATE:	This course is currently not equated with SBVC
EFFECTIVE:	Fall 2026

PROGRAM MODIFICATION

ASSOCIATE OF SCIENCE DEGREE RADIOLOGIC TECHNOLOGY Crafton - A.S. Degree

Required Courses

81.0

Radiologic Technology is a fully accredited, hospital-based program sponsored by Arrowhead Regional Medical Center (ARMC). The program is affiliated with Crafton Hills College and accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). NOTE: Prior to starting this degree the student must show proof of a clear criminal background check.

RADIOL 100

Introduction to Radiologic Technology

1.5

RADIOL 103

Radiographic Positioning I

1.0

RADIOL 104

Radiologic Physics I

1.5

RADIOL 105

Radiographic Anatomy/ Physiology I

1.0

RADIOL 106

Radiographic Positioning Lab I

0.5

RADIOL 107

Basic Radiologic Medical Techniques

1.5

RADIOL 108

Radiation Protection I	1.5
RADIOL 109 Radiologic Physics II	1.5
RADIOL 110 Radiographic Exposure I	1.0
RADIOL 111 Radiographic Image Critique I	1.0
RADIOL 112 Radiographic Positioning II	1.0
RADIOL 113 Radiographic Anatomy/ Physiology II	1.0
RADIOL 114 Radiographic Positioning Lab II	0.5
RADIOL 115 Radiographic Clinic I	10.0
RADIOL 116 Radiographic Exposure II	1.0
RADIOL 117 Radiographic Clinic II	17.5
RADIOL 200 Radiation Protection II	1.5
RADIOL 202 Radiographic Image Critique II	1.0
RADIOL 203 Radiographic Positioning III	1.0
RADIOL 204 Radiographic Anatomy/ Physiology III	

RADIOL 205 Radiographic Positioning Lab III	1.0
RADIOL 207 Radiographic Fluoroscopic Imaging	0.5
RADIOL 208 Radiography Registry Review and Testing II	1.5
RADIOL 209 Radiographic Pathology	3.0
RADIOL 210 Radiographic Positioning IV	1.0
RADIOL 211 Radiographic Anatomy/Physiology IV	1.0
RADIOL 212 Special Procedures in Radiology	1.0
RADIOL 213 Radiographic Clinic III	1.0
RADIOL 214 Radiographic Clinic IV	12.0
	12.5

Lower division requirements for students interested in transferring to a four-year institution in this field may differ from associate degree requirements. Prospective transfer students should complete the general education and lower division requirements of the school to which they will be transferring. See a counselor for details. Information is also available at www.assist.org.

Total: 81.0

Program Level Outcomes

A student receiving a degree/certificate in the field will be able to:

1. Continue personal and professional growth throughout their lifetime.
2. Display professional values and good ethical behaviors.
3. Successfully complete requirements for certification and employment.
4. Problem solve, critically think, and communicate at a level to meet the demands

of employers.

5. Successfully perform the entry level skills necessary for employment as a Radiologic Technologist.

Program Goals and Objectives

This program includes courses necessary to train student to become radiologic technologists.

Rationale

To remove RADIOL 215 as of fall 2027.

Catalog Description

The objective of this degree program is to prepare students to be competent practitioners in the field of radiography. Completion of the associate degree will prepare the student to be eligible for the state and national board examinations and for entry-level employment in radiography. Radiologic Technology is an accredited, hospital-based program sponsored by Arrowhead Regional Medical Center (ARMC).

Effective: Fall 2027

RADIOLOGIC TECHNOLOGY CERTIFICATE Crafton - Certificate of Achievement

Prerequisites

20.5

Admission: The Admissions Committee selects students on the basis of their college grades, satisfactory completion of prerequisite courses, and a personal interview. Due to the competitive nature of the program and limited interview capacity, only the most qualified applicants—based on a comprehensive review of completed applications, including prerequisite GPA and overall academic performance—will be invited to interview. The Admissions Committee selects eight students and four alternates.

MINIMUM QUALIFICATIONS: To be considered for a personal interview, the applicant must: •Submit a complete application packet with appropriate fee. •Provide a copy of their college transcripts. •Meet with a Crafton Hills College counselor to verify that prerequisites for the program have been met.

RADIOL 090

Survey of Radiologic Technology

1.5

HIT 101

Medical Terminology

3.0

ANAT 101

Essentials of Human Anatomy and Physiology

4.0

ENGL C1000 Academic Reading and Writing	4.0
OR ENGL C1000H Academic Reading and Writing - Honors	4.0
CIS 101 Introduction to Computer and Information Technology	3.0
MATH 095 Intermediate Algebra	5.0
<i>Required First Semester Courses</i>	18.0
RADIOL 100 Introduction to Radiologic Technology	1.5
RADIOL 103 Radiographic Positioning I	1.0
RADIOL 104 Radiologic Physics I	1.5
RADIOL 105 Radiographic Anatomy/ Physiology I	1.0
RADIOL 106 Radiographic Positioning Lab I	0.5
RADIOL 107 Basic Radiologic Medical Techniques	1.5
RADIOL 110 Radiographic Exposure I	1.0
RADIOL 115 Radiographic Clinic I	10.0

Required Second Semester Courses

25.0

RADIOL 108

Radiation Protection I

1.5

RADIOL 109

Radiologic Physics II

1.5

RADIOL 111

Radiographic Image Critique I

1.0

RADIOL 112

Radiographic Positioning II

1.0

RADIOL 113

Radiographic Anatomy/ Physiology II

1.0

RADIOL 114

Radiographic Positioning Lab II

0.5

RADIOL 116

Radiographic Exposure II

1.0

RADIOL 117

Radiographic Clinic II

17.5

Required Third Semester Courses

20.0

RADIOL 200

Radiation Protection II

1.5

RADIOL 202

Radiographic Image Critique II

1.0

RADIOL 203

Radiographic Positioning III

1.0

RADIOL 204

Radiographic Anatomy/ Physiology III

1.0

RADIOL 205 Radiographic Positioning Lab III	0.5
RADIOL 213 Radiographic Clinic III	12.0
<i>Required Fourth Semester Courses</i>	21.0
RADIOL 207 Radiographic Fluoroscopic Imaging	1.5
RADIOL 208 Radiography Registry Review and Testing II	3.0
RADIOL 209 Radiographic Pathology	1.0
RADIOL 210 Radiographic Positioning IV	1.0
RADIOL 211 Radiographic Anatomy/Physiology IV	1.0
RADIOL 212 Special Procedures in Radiology	1.0
RADIOL 214 Radiographic Clinic IV	12.5
	Total: 104.5

Program Level Outcomes

A student receiving a degree/certificate in the field will be able to:

1. Successfully perform the entry level skills necessary for employment as a Radiologic Technologist.
2. Problem solve, critically think, and communicate at a level to meet the demands of employers.
3. Successfully complete requirements for certification and employment.
4. Display professional values and good ethical behaviors.
5. Continue personal and professional growth throughout their lifetime.

Program Goals and Objectives

This program includes courses necessary to train student to become radiologic technologists.

Rationale

To remove RADIOL 215 for future program students as of fall 2027.

Catalog Description

The objective of this certificate is to prepare students to be competent practitioners in the field of radiography. Completion of the certificate will prepare the student to be eligible for the state and national board examinations and for entry-level employment in radiography. Radiologic Technology is an accredited, hospital-based program sponsored by Arrowhead Regional Medical Center (ARMC).

Effective: Fall 2027

COURSE DELETIONS

COURSE ID	COURSE TITLE
CDEV-101	Family Interactions
RATIONALE:	This course has not been offered in years and will no longer be offered.
EFFECTIVE:	Fall 2026

COURSE ID	COURSE TITLE
CDEV-130	Music and Movement for Children
RATIONALE:	This course has not been offered in years and will no longer be offered.
EFFECTIVE:	Fall 2026

COURSE ID	COURSE TITLE
CDEV-131	Developmental Art for the Children
RATIONALE:	This course has not been offered in years and will no longer be offered.
EFFECTIVE:	Fall 2026

COURSE ID	COURSE TITLE
CDEV-136	Creative Art Activities for Children
RATIONALE:	This course has not been offered in years and will no longer be offered.
EFFECTIVE:	Fall 2026

COURSE ID	COURSE TITLE
ENGL-010	Accelerated Preparation for College English
RATIONALE:	This course has not been offered in years and will no longer be offered.
EFFECTIVE:	Fall 2026

COURSE ID	COURSE TITLE
ENGL-256	Analysis of Poetry
RATIONALE:	This course has not been offered in years and will no longer be offered.
EFFECTIVE:	Fall 2026

COURSE ID	COURSE TITLE
ENGL-918	English 010 Support Lab
RATIONALE:	This course has not been offered in years and will no longer be offered.
EFFECTIVE:	Fall 2026

READ/N 980	Fundamentals of Reading
RATIONALE:	This course has not been offered in years and will no longer be offered.
EFFECTIVE:	Fall 2026

WRIT/N 606	Reading and Writing for Workplace Communication
RATIONALE:	This course has not been offered in years and will no longer be offered.
EFFECTIVE:	Fall 2026

DISTANCE EDUCATION

COURSE ID:	CDEV 126	FULLY ONLINE/PARTIALLY ONLINE
COURSE TITLE:	Child, Family and Community	
RATIONALE:	Six-Year Revision	
EFFECTIVE:	Fall 2026	
EQUATE:	This course currently equates with CD-126 at SBVC	

COURSE ID:	KIN 170	PARTIALLY ONLINE
COURSE TITLE:	Lifeguarding	
RATIONALE:	Course to be offered as Hybrid	
EFFECTIVE:	Fall 2026	
EQUATE:	Does not currently equate with SBVC	

COURSE ID:	PBSF 170	PARTIALLY ONLINE
COURSE TITLE:	Lifeguarding	
RATIONALE:	Course to be offered as Hybrid	
EFFECTIVE:	Fall 2026	
EQUATE:	Does not currently equate with SBVC	

INFORMATIONAL

NEW PROGRAM:	Associate in Science in Physics 2.0 for Transfer AS-T
ORIGINALLY BOARD APPROVED:	12/12/25
RATIONALE:	Updating to allow selection between CSCI 110 or CSCI 112 to fulfill program requirements. Total program units now 36-37.
EFFECTIVE:	Fall 2026

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Diana Z. Rodriguez, Ed.D., Chancellor

REVIEWED BY: Gilbert J. Contreras, Ph.D., President, SBVC

PREPARED BY: Leticia Hector, Vice President, Instruction, SBVC

DATE: May 14, 2026

SUBJECT: Curriculum – SBVC

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

These courses, certificates, and degrees have been approved for addition, modification, and deletion by the Curriculum Committee of the Academic Senate and will be included in the 2026-2027 and 2027-2028 College Catalogs.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

None.



SAN BERNARDINO VALLEY COLLEGE
SUBMITTED FOR BOARD OF TRUSTEE APPROVAL
May 14, 2026

CONTENT REVIEW

No Changes to the College Catalog

FTVM 121

FTVM 122

Rationale:

Content Review

Effective:

Fall 2027

NEW COURSE

Course ID:**DANCE 109X4****Course Title:**

Ballet Folklorico

Units:

2

Laboratory:

96 - 108 contact hours per semester

Course Description:

This course is a study of Ballet Folklorico dance technique, terminology, basic principles, and cultural and historical understanding of the dance genre.

Equate:

Course not offered at CHC.

Effective:

Fall 2027

Course ID:**FTVM 109****Course Title:**

Survey of Sports in Media

Units:

3

Lecture:

48 - 54 contact hours per semester

Recommendation:

ENGL C1000 or ENGL C1000H

Course Description:

This course covers a general survey of sports history as a cultural, social, and political force in the United States, from the post-Civil War era to the present. Emphasizing the role of sports broadcasting and media in shaping public discourse, students will trace chronological developments in athletic culture, athlete activism, racial and gender integration, and the evolving relationship between sports, technology, and society. Through primary sources, screenings, readings, and historical analysis, students will critically evaluate how sports have reflected and influenced American identity over time.

Equate:

Course not offered at CHC.

Effective:

Fall 2027

Course ID:**FTVM 236****Course Title:**

Sports Broadcasting II

Units:

3

Lecture:

32 - 36 contact hours per semester

Laboratory:

48 - 54 contact hours per semester

Prerequisite:

FTVM 134

Course Description:

This enhanced course deepens students' skills in sports media production, direction, and storytelling through hands-on experience in live and recorded environments. Students will serve as Producers, Directors, and Producer/Editors (Predators), developing professional-level sports packages, and multi-platform features. Emphasis is placed on pre-production planning, live directing, editorial decision-making, and multi-camera coordination, as well as data-driven

storytelling, graphics integration, and audience engagement across streaming and over-the-top (OTT) platforms. Students will learn to make ethical editorial choices, conduct investigative research, and represent diversity and inclusion in sports narratives.

Equate: Course not offered at CHC.
Effective: Fall 2027

Course ID:	FTVM 605
Course Title:	Motion Capture Basics
Hours:	24 - 27 hour(s) per semester
Lecture:	8 - 9 hour(s) per semester
Laboratory:	16 - 18 hour(s) per semester
Course Description:	This noncredit, introductory, hands-on workshop develops foundational skills in motion capture (MoCap) performance, technology, and workflow. Designed as an immersive, practice-based experience, the course introduces industry-standard MoCap systems, including marker setup, calibration, performance techniques, and the capture-to-post production pipeline. Students collaborate in a studio environment to gain experience in body capture, facial capture (as applicable), volume setup, directing talent, and basic data cleanup. The workshop emphasizes real-world production workflows, professional terminology, safety practices, and the expanding role of motion capture in film, television, animation, and game development.
Equate:	Course not offered at CHC.
Effective:	Fall 2026

Course ID:	LIB 074
Course Title:	Library Policies and Collection Management
Units:	2
Lecture:	32 - 36 contact hours per semester
Recommendation:	LIB 064
Course Description:	This course examines the role of the library technician in implementing library and collection management policies. Topics include assessing community needs and requests; applying selection criteria for print and electronic resources; maintaining and deselecting collections; addressing ethical and legal considerations; upholding intellectual freedom; and integrating inclusion, diversity, equity, accessibility, and anti-racism principles into policy development and the creation of responsive collections.
Equate:	Course not offered at CHC.
Effective:	Fall 2027

COURSE MODIFICATION

COURSE ID	COURSE TITLE
AERO 098	AERONAUTICS WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.

Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
ART 098	ART WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
AUTO 097	AUTOMOTIVE EV WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
AUTO 098	AUTOMOTIVE TECHNOLOGY WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
BUSAD 098	BUSINESS ADMINISTRATION WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
CIT 098	COMPUTER INFORMATION TECHNOLOGY WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
CS 098	COMPUTER SCIENCE WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
CULART 098	CULINARY ARTS WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
DANCE 107x2	BEGINNING TAP DANCE

Course Description: This is a basic course of instruction in the art of tap dancing. Topics include physical strengthening, rhythmic awareness, execution of basic tap dancing steps, floor exercises, vocabulary for theatrical presentation of tap choreography, audience awareness and basic acting skills. This course may be taken two times for credit.
Equate: Course not offered at CHC.
Rationale: Updating description and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
ELECTR 098	ELECTRONICS WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
FN 098	FOOD AND NUTRITION WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
FTVM 098	MEDIA ARTS WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
FTVM 120	WRITING FOR STREAMING AND BROADCAST

Course Description: This media writing course introduces students to a range of writing formats used across streaming and broadcast platforms, including documentaries, commercials, music videos, news copy, and fiction. The course emphasizes the distinct demands of each format while guiding students in crafting engaging, audience-centered content. By the end of the course, students will develop a strong portfolio project and gain the skills needed to produce their own work.
Equate: Course not offered at CHC.
Rationale: Updating description, outcomes and objectives.
Effective: Fall 2027

COURSE ID	COURSE TITLE
FTVM 134	SPORTS BROADCASTING

Title: Sports Broadcasting I
Equate: Course not offered at CHC.
Rationale: Technical Change – Updating title to align with FTVM 234.
Effective: Fall 2027

COURSE ID	COURSE TITLE
FTVM 198	MEDIA PRACTICUM

Course Description: This course includes practical experience in design/layout, visual, online, multimedia journalism, emerging technologies, and leadership/management. This intermediate student media practicum includes lab hours that regularly produce news, feature non-fiction product, or documentary with a journalism emphasis by and for students and distributed to a campus or community audience. Some assignments may include a variety of student media across multiple platforms, including print, broadcast, and online. Content must be student produced with student leadership emphasis.

Equate: Course not offered at CHC.
Rationale: Updating description and objectives.
Effective: Fall 2027

COURSE ID	COURSE TITLE
FTVM 602	PRODUCING 101

Course Description: In this noncredit course, students will learn the multiple facets of creative producing for all levels of media, including streaming, cinema, and broadcast. Topics covered include story development, casting, scheduling with professional level scheduling software, pre-production planning, location scouting, production paperwork and forms, and understanding the day-to-day logistics of producing for broadcast and cinema.

Equate: Course not offered at CHC.
Rationale: Updating description, outcomes, and assignments.
Effective: Fall 2027

COURSE ID	COURSE TITLE
GIS 098	GIS WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.

Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
HEALTH 098	PUBLIC HEALTH WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
HMDT 098	HEAVY/MEDIUM DUTY TRUCK WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
HUMSV 098	HUMAN SERVICES WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
HUMSV 130	INTRODUCTION TO ADDICTION STUDIES: DRUGS, HEALTH, AND SOCIETY

Course Description: This course examines the psychological, sociological, and physiological aspects of substance use disorders through a DEIA lens. It explores the biopsychosocial nature of addiction, the influence of systemic inequities and social determinants of health, and the impact on diverse individuals, families, and communities. Emphasis is placed on culturally responsive, trauma-informed prevention and treatment approaches, the use of electronic healthcare (EHS) systems, and ethical, inclusive practices in the addiction counseling profession.
Equate: Course not offered at CHC.
Rationale: Updating description, outcomes, objectives, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
HUMSV 179	LAW AND ETHICS

Course Description: This course explores the legal, ethical, professional, and personal issues involved in the treatment of substance-use disorders. Emphasis is placed on professional responsibility, patient rights, culturally responsive care, and the impact of systemic factors on access and outcomes, as well as inclusive workplace practices and ongoing professional growth.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, objectives, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
HVAC/R 098	REFRIGERATION WORK EXPERIENCE

Units: 0.5 – 4

Work Experience: 24 – 216 hours per semester

Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.

Equate: Course not offered at CHC.

Rationale: Updating units, hours, and description.

Effective: Fall 2026

COURSE ID	COURSE TITLE
INSPEC 098	INSPECTION TECHNOLOGY WORK EXPERIENCE

Units: 0.5 – 4

Work Experience: 24 – 216 hours per semester

Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.

Equate: Course not offered at CHC.

Rationale: Updating units, hours, and description.

Effective: Fall 2026

COURSE ID	COURSE TITLE
KIN 098	KINESIOLOGY WORK EXPERIENCE

Units: 0.5 – 4

Work Experience: 24 – 216 hours per semester

Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.

Equate: Course not offered at CHC.

Rationale: Updating units, hours, and description.

Effective: Fall 2026

COURSE ID	COURSE TITLE
LIB 062	CARE AND REPAIR OF LIBRARY MATERIALS

Course Description: This course introduces fundamental hands-on techniques for the binding, repair, and preservation of printed library materials. Students will apply practical preservation strategies and perform repairs using low-cost, accessible materials, with an emphasis on supporting smaller, under-resourced libraries and the communities they serve.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, objectives, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
LIB 063	READER'S ADVISORY

Course Title: Reader's Advisory in the Library

Course Description: This course introduces reader's advisory principles for children, young adults, and adults, with an emphasis on story elements, genres, and formats across fiction and nonfiction. Students learn to evaluate and use print and digital reader's advisory tools to support inclusive, culturally responsive recommendations and equitable practices. Students practice conducting reader's advisory interviews and designing programs and materials that serve diverse communities and reading needs.

Equate: Course not offered at CHC.

Rationale: Updating title, description, outcomes, objectives, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
LIB 064	INTRODUCTION TO LIBRARY SERVICES

Recommendation: None

Course Description: This course is an introduction to the history and types of libraries, professional values and ethics, and educational and professional pathways. The class covers library users and communities; collections, services, and programs; and websites and electronic resources. There is a focus on how libraries serve diverse communities and promote equity and accessibility in their collections, programs, and services.

Equate: Course not offered at CHC.

Rationale: Removing recommendation; updating description, outcomes, objectives, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
LIB 065	PUBLIC SERVICES

Course Title: Library Public Services

Departmental Advisory: None

Course Description: This course is an introduction to the public services provided by libraries. It prepares students to work effectively with library users in a variety of service areas. Topics include library customer service guidelines and skills; equity, diversity, and accessibility in library programs and services; and outreach and media.

Equate: Course not offered at CHC.

Rationale: Removing recommendation; updating description, outcomes, objectives, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
LIB 067	CATALOGING AND CLASSIFICATION

Course Title: Library Cataloging and Classification

Course Description: This course introduces copy cataloging, descriptive and subject cataloging, Machine-Readable Cataloging (MARC) records and concepts, and the classification of materials using the Dewey Decimal and Library of Congress systems. Students analyze the impact of historically biased and exclusionary cataloging practices, evaluate the role of library technicians in supporting users' access to information, and examine emerging trends shaping the future of cataloging.

Equate: Course not offered at CHC.

Rationale: Updating title, description, outcomes, objectives, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
LIB 070	LIBRARY TECHNOLOGY AND COMPUTER SERVICES

Course Description: This course introduces the technologies that support services across a variety of library environments. Students explore integrated library systems, digital platforms, public-access computing, social media, and emerging technologies including artificial intelligence. Emphasis is placed on the library technician's role in operating library technology systems, assisting patrons with digital resources, and supporting digital literacy services. Issues of digital equity, accessibility, and patron privacy are examined as part of technology service delivery to diverse communities.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, objectives, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
LIB 071	YOUTH SERVICES AND PROGRAMS

Course Title: Library Youth Services

Recommendation: None

Course Description: This course explores the development of inclusive, diverse, equitable, accessible, and age-appropriate library collections, services, and programming to support engagement, literacy development, and equitable access for children and youth. The course focused primarily on the public library setting, but students also examine how these principles can be applied in school library contexts.

Equate: Course not offered at CHC.
Rationale: Removing recommendation; updating description, outcomes, objectives, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
LIB 072	SCHOOL LIBRARY MEDIA CENTERS

Course Description: This course introduces students to the skills and competencies necessary to obtain an entry-level position in an elementary or secondary school library media center. Students learn the current work of school library professionals to ensure diversity, inclusiveness, and cultural responsiveness in school library collections, practices, and policies.

Equate: Course not offered at CHC.
Rationale: Updating description, outcomes, objectives, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
LIB 073	LIBRARY DIGITAL ARCHIVES AND RESOURCES

Course Description: This course provides an introduction to the theory, ethics, and practice of digital archives. Students examine the historical foundations of archives, issues of representation and access, and the role of archives in preserving cultural memory. Emphasis is placed on metadata creation, digital curation, preservation strategies, accessibility standards, and community-centered archival practices.

Equate: Course not offered at CHC.
Rationale: Updating description, outcomes, objectives, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
LIB 098	LIBRARY TECHNOLOGY WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.

Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
LIB 110	INFORMATION LITERACY AND RESEARCH

Course Description: This introductory course develops the skills needed to effectively access library and online information sources and to critically evaluate the information retrieved. Students also apply ethical practices related to the use of information and information technologies, including issues of access, attribution, and responsible use.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, objectives, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
MACH 098	MACHINIST TECHNOLOGY WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
THART 098	THEATRE ARTS WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
WELD 010	INTRODUCTION TO WELDING

Course Description: This introductory course provides an overview of common welding processes used in a variety of industries. Students learn welding safety, thermal cutting techniques, and basic Gas Metal Arc Welding (GMAW) and Shielded Metal Arc Welding (SMAW) performed in flat and horizontal positions. Emphasis is placed on safe shop practices and foundational welding skills.
Equate: Course not offered at CHC.
Rationale: Updating description, outcomes, objectives, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 012	OXY-FUEL WELDING

Course Title: Oxy-A Welding
Recommendation: None
Course Description: This course provides entry-level instruction in oxy-acetylene welding, oxy-fuel cutting, and oxy-fuel brazing. Students learn safe operation of equipment and fundamental techniques used in heating, cutting, and joining metals. Emphasis is placed on safety and proper handling of oxy-fuel systems.
Equate: Course not offered at CHC.

Rationale: Updating title, description, recommendation, outcomes, objectives, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 015	GAS TUNGSTEN ARC WELDING-BEGINNING

Course Description: This introductory course focuses on the Gas Tungsten Arc Welding (GTAW), also known as Tungsten Inert Gas (TIG) welding, process. Students learn welding safety, equipment setup, and basic joint construction while welding mild steel. Emphasis is placed on developing fundamental GTAW welding techniques.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, objectives, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 016	GAS TUNGSTEN ARC WELDING - INTERMEDIATE

Course Description: This intermediate course builds on foundational Gas Tungsten Arc Welding (GTAW) skills and focuses on welding carbon steel, stainless steel, and aluminum. Students examine welding safety, equipment use, and basic welding joint design. The course also introduces concepts such as expansion, contraction, and residual stress in welded metals.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, objectives, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 017	GAS TUNGSTEN ARC WELDING - ADVANCED

Course Description: This advanced course introduces the theory and application of pipe welding using the Gas Tungsten Arc Welding (GTAW) process. Students practice pipe welding in the 1G, 2G, 5G, and 6G positions while learning pipe joint design, pre-weld fit-up, weld symbols, and relevant codes and standards. Emphasis is placed on advanced welding techniques and metallurgy concepts.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, objectives, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 027	INSPECTION OF WELDS: DESTRUCTIVE TESTING

Course Description: This course examines basic metallurgy and destructive testing methods used to evaluate weld quality and mechanical properties. Students study procedures such as bend, nick break, tensile, hardness, fatigue, and impact testing. Emphasis is placed on understanding how testing determines weld performance and structural integrity.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, objectives, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 028	INSPECTION OF WELDS: NON-DESTRUCTIVE EXAMINATION

Course Description: This course introduces non-destructive testing methods used to evaluate the quality and reliability of welded joints. Students learn visual inspection, dye penetrant testing, magnetic particle testing, and ultrasonic testing techniques. Emphasis is placed on identifying weld discontinuities without damaging the material.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, objectives, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 045	SHIELDED METAL ARC WELDING - BEGINNING

Course Description: This introductory course covers the fundamentals of Shielded Metal Arc Welding (SMAW), commonly known as stick welding. Students learn welding safety, equipment operation, and basic joint construction on mild steel. Emphasis is placed on developing foundational SMAW welding skills.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, objectives, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 046	SHIELDED METAL ARC WELDING - INTERMEDIATE

Course Description: This intermediate course develops Shielded Metal Arc Welding (SMAW) techniques used in structural welding applications. Students practice welding in preparation for the structural welding certification exam administered by the City of Los Angeles under the AWS D1.1 Structural Welding Code. Emphasis is placed on weld quality, technique, and code requirements.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, objectives, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 047	PREPARATION FOR SHIELDED METAL ARC WELDING (SMAW) PIPE

Course Title: Preparation for Shielded Metal Arc Welding - Pipe

Course Description: This advanced course prepares students for pipe welding using the Shielded Metal Arc Welding (SMAW) process. Instruction emphasizes open-root groove welds in multiple positions using both uphill and downhill progression. Students develop advanced welding techniques commonly used in pipe welding applications.

Equate: Course not offered at CHC.

Rationale: Updating title, description, outcomes, objectives, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 048	SHIELDED METAL ARC WELDING (SMAW) - PIPE

Course Title:	Shielded Metal Arc Welding - Pipe
Units:	3
Lecture:	None
Course Description:	This advanced course focuses on pipe welding using the Shielded Metal Arc Welding (SMAW) process. Students practice welding in the 5G and 6G positions while applying standards from the American Welding Society (AWS) and the American Petroleum Institute (API). Emphasis is placed on producing code-quality pipe welds.
Equate:	Course not offered at CHC.
Rationale:	Updating title, description, outcomes, content, assignments, and materials.
Effective:	Fall 2027

COURSE ID	COURSE TITLE
WELD 060	FABRICATION AND LAYOUT - BEGINNING

Course Description:	This course introduces the skills needed to read prints, create shop drawings, and fabricate metal components. Students interpret welding symbols and technical drawings used in fabrication and manufacturing. Emphasis is placed on translating drawings into completed projects.
Equate:	Course not offered at CHC.
Rationale:	Updating description, outcomes, objectives, content, assignments, and materials.
Effective:	Fall 2027

COURSE ID	COURSE TITLE
WELD 061	LAYOUT FITTER II

Course Title:	Fabrication and Layout - Advanced
Course Description:	This course focuses on designing and fabricating welding projects using Computer-Aided Design (CAD) and advanced manufacturing techniques. Students develop skills in creating layouts, interpreting digital designs, and producing fabricated components. Emphasis is placed on applying modern technologies used in welding and manufacturing.
Equate:	Course not offered at CHC.
Rationale:	Updating title, description, outcomes, content, assignments, and materials.
Effective:	Fall 2027

COURSE ID	COURSE TITLE
WELD 065	WELDING INSPECTION VISUAL - AWS - CWI

Prerequisite:	WELD 028
Course Description:	This course prepares students for the Certified Welding Inspector (CWI) examination offered by the American Welding Society (AWS). Students review visual inspection methods, welding symbols, welding processes, code specifications, and inspection procedures. Emphasis is placed on documentation, reporting, and the responsibilities of a welding inspector.

Equate: Course not offered at CHC.
Rationale: Updating description, prerequisite, outcomes, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 066	PREPARATION FOR LOS ANGELES CITY WELDING CERTIFICATION - STRUCTURAL (AWS D1.1)

Course Description: This course prepares students for the written Structural Steel examination offered by the City of Los Angeles Department of Building and Safety (LADBS). Instruction focuses on the American Welding Society (AWS) D1.1 Structural Welding Code and related welding standards. Emphasis is placed on code interpretation and exam preparation.

Equate: Course not offered at CHC.
Rationale: Updating description, outcomes, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 080	GAS METAL ARC WELDING - BEGINNING

Course Description: This course introduces Gas Metal Arc Welding (GMAW) techniques, including short-circuit and spray transfer methods. Students practice welding in multiple positions on various thicknesses of mild steel. Emphasis is placed on developing proper welding technique and equipment operation.

Equate: Course not offered at CHC.
Rationale: Updating description, outcomes, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 081	GAS METAL ARC WELDING - INTERMEDIATE

Course Description: This course expands on Gas Metal Arc Welding (GMAW) techniques and introduces Metal-Cored Arc Welding (MCAW). Students practice welding in multiple positions on mild steel and aluminum. Emphasis is placed on improving welding skills and understanding process variations used in industry.

Equate: Course not offered at CHC.
Rationale: Updating description, outcomes, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 082	GAS METAL ARC WELDING - ADVANCED

Course Title: Continuous Wire Welding - Advanced
Prerequisite: WELD 081 and WELD 090
Course Description: This advanced course focuses on continuous wire welding processes used in pipe welding, including Gas Metal Arc Welding (GMAW) and Flux Cored Arc Welding (FCAW). Students practice pipe welding in the 1G, 2G, 5G, and 6G positions while studying pipe joint design, weld symbols, and applicable codes and standards. Emphasis is placed on advanced welding techniques and pipe welding applications.

Equate: Course not offered at CHC.
Rationale: Updating title, description, prerequisites, outcomes, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 090	FLUX CORED ARC WELDING - GAS SHIELDED

Course Description: This course introduces Gas-Shielded Flux Cored Arc Welding (FCAW-G) techniques. Students practice welding in multiple positions on various thicknesses of carbon steel. Emphasis is placed on equipment setup, welding procedures, and developing consistent weld quality.
Equate: Course not offered at CHC.
Rationale: Updating description, outcomes, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 091	FLUX CORED ARC WELDING - SELF SHIELDED

Course Description: This course introduces Self-Shielded Flux Cored Arc Welding (FCAW-S) techniques. Students practice welding in multiple positions on various thicknesses of carbon steel. Emphasis is placed on developing welding skills commonly used in structural and field welding applications.
Equate: Course not offered at CHC.
Rationale: Updating description, outcomes, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 098	WELDING WORK EXPERIENCE

Units: 0.5 – 4
Work Experience: 24 – 216 hours per semester
Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.
Equate: Course not offered at CHC.
Rationale: Updating units, hours, and description.
Effective: Fall 2026

COURSE ID	COURSE TITLE
WELD 645	SHIELDED METAL ARC WELDING - BEGINNING

Course Description: This introductory noncredit course covers the fundamentals of Shielded Metal Arc Welding (SMAW), commonly known as stick welding. Students learn welding safety, equipment operation, and basic joint construction on mild steel. Emphasis is placed on developing foundational SMAW welding skills.
Equate: Course not offered at CHC.
Rationale: Updating description, outcomes, content, assignments, and materials.
Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 646	SHIELDED METAL ARC WELDING - INTERMEDIATE

Course Description: This intermediate noncredit course develops Shielded Metal Arc Welding (SMAW) techniques used in structural welding applications. Students practice welding in preparation for the structural welding certification exam administered by the City of Los Angeles under the AWS D1.1 Structural Welding Code. Emphasis is placed on weld quality, technique, and code requirements.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 660	FABRICATION AND LAYOUT - BEGINNING

Course Description: This noncredit course introduces the skills needed to read prints, create shop drawings, and fabricate metal components. Students interpret welding symbols and technical drawings used in fabrication and manufacturing. Emphasis is placed on translating drawings into completed projects.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 666	PREPARATION FOR LOS ANGELES CITY WELDING CERTIFICATION-STRUCTURAL (AWS D1.1)

Course Description: This noncredit course prepares students for the written Structural Steel examination offered by the City of Los Angeles Department of Building and Safety (LADBS). Instruction focuses on the American Welding Society (AWS) D1.1 Structural Welding Code and related welding standards. Emphasis is placed on code interpretation and exam preparation.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 680	GAS METAL ARC WELDING - BEGINNING

Course Description: This noncredit course introduces Gas Metal Arc Welding (GMAW) techniques, including short-circuit and spray transfer methods. Students practice welding in multiple positions on various thicknesses of mild steel. Emphasis is placed on developing proper welding technique and equipment operation.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 681	GAS METAL ARC WELDING - INTERMEDIATE

Course Description: This noncredit course expands on Gas Metal Arc Welding (GMAW) techniques and introduces Metal-Cored Arc Welding (MCAW). Students practice welding in multiple positions on mild steel and aluminum. Emphasis is placed on improving welding skills and understanding process variations used in industry.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 690	FLUX CORED ARC WELDING - GAS SHIELDED

Course Description: This noncredit course introduces Gas-Shielded Flux Cored Arc Welding (FCAW-G) techniques. Students practice welding in multiple positions on various thicknesses of carbon steel. Emphasis is placed on equipment setup, welding procedures, and developing consistent weld quality.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
WELD 691	FLUX CORED ARC WELDING - SELF SHIELDED

Course Description: This noncredit course introduces Self-Shielded Flux Cored Arc Welding (FCAW-S) techniques. Students practice welding in multiple positions on various thicknesses of carbon steel. Emphasis is placed on developing welding skills commonly used in structural and field welding applications.

Equate: Course not offered at CHC.

Rationale: Updating description, outcomes, content, assignments, and materials.

Effective: Fall 2027

COURSE ID	COURSE TITLE
WST 098	WATER SUPPLY TECHNOLOGY WORK EXPERIENCE

Units: 0.5 – 4

Work Experience: 24 – 216 hours per semester

Course Description: This course involves supervised training, in the form of on the job employment that will enhance the student's knowledge in the selected field of study. The student's major and job must match.

Equate: Course not offered at CHC.

Rationale: Updating units, hours, and description.

Effective: Fall 2026

COURSE DELETION

HVAC/R 050C	HVAC/R 051C	HVAC/R 052C	HVAC/R 055C	HVAC/R 056C
HVAC/R 057C	HVAC/R 060C	HVAC/R 061C	HVAC/R 062C	HVAC/R 065C

HVAC/R 066C
WELD 055¹

HVAC/R 067C
WELD 067¹

HVAC/R 068C
WELD 077¹

HVAC/R 601
WELD 092¹

SDEV 015

Rationale: Courses are no longer offered.
Effective: Fall 2026 or Fall 2027¹

CERTIFICATE MODIFICATION

Audio Broadcasting - Certificate of Achievement

The Audio Broadcasting certificate equips students with essential skills and creative techniques for success in the competitive and evolving field of audio broadcasting, including over-the-air signals, podcasting, and over-the-top distribution channels. Course offerings provide a broad overview of the broadcasting industry and its interrelationships while developing specialized, job-ready skills, with an emphasis on creating content that reflects diverse perspectives, engages a wide range of audiences, and promotes responsible and ethical media practices.

REQUIRED COURSES:

FTVM 110	Audio Performance	3.0
FTVM 111	Studio Audio Production	3.0
FTVM 112	Film Audio Production	3.0
FTVM 114	Editing I	3.0
FTVM 130	TV Production I OR	3.0
FTVM 132	Film and Video Production I	3.0
FTVM 213	Radio and Podcast Operations	3.0
		Total: 18.0

This is a Gainful Employment Program

Rationale: Updating description, and adding FTVM 114, 130, and 132 to increase units to 18.
Effective: Fall 2026

CERTIFICATE MODIFICATION

Basic Waterworks - Certificate of Completion

This noncredit Basic Waterworks Certificate is designed to prepare students with the necessary knowledge and skills to obtain entry-level employment in the water supply, delivery, and treatment operations. [Note: The Basic Waterworks Certificate is not equivalent to the "Certificate of Competency" issued by the California State Water Resources Control Board in Water Distribution or Water Treatment].

REQUIRED COURSES:

CIT 601	Introduction to Basic Computer Skills	22.0-26.0
WST 601	Test Review for Water Distribution D1	8.0-9.0
WST 611	Test Review for Water Treatment T1	8.0-9.0
WST 629	Introduction to Water Supply Technology	6.0-8.0
WST 652	Basic Waterworks Math Test Preparation	32.0-36.0
WST 661	Introduction to Water Distribution	32.0-36.0
WST 671	Introduction to Water Treatment	32.0-36.0
		Total Hours: 140.0-160.0

Rationale: Removing VOCED 631.
Effective: Fall 2026

CERTIFICATE MODIFICATION

Cal-GETC Certificate of Achievement

Rationale: Annual updates for 2026/2027
Effective: Fall 2026

CERTIFICATE CORRECTION

Case Management in the Public Sector - Certificate of Achievement

This certificate is designed to prepare students for entry-level employment in case management in public social services setting, including the fundamentals of organizational structure, funding, evaluation, assessment and referral, employment services, and career paths.

REQUIRED COURSES:

HUMSV 140	Case Management in Public Service	3.0
HUMSV 167	Crisis Intervention	3.0
HUMSV 170	Introduction to Social Work and Human Services	3.0
HUMSV 173	Helping and Interpersonal Skills	3.0

REQUIRED FIELD WORK COURSES: HUMSV 170 must be completed prior to field work courses. Also, it is recommended that students complete two courses from: HUMSV 140, 167, and 173.

HUMSV 195A	Social Work and Human Services Seminar I OR	1.0
HUMSV 195B	Human Services: Intern Seminar II	1.0
HUMSV 242	Case Management Fieldwork	2.0

REQUIRED GENERAL EDUCATION COURSES:

CIT 100	Introduction to Personal Computers	3.0
COMM C1004	Interpersonal Communication OR	3.0
COMM C1004H	Interpersonal Communication – Honors	3.0
COMM 174	Intercultural Communication	3.0
ENGL C1000	Academic Reading and Writing OR	4.0
ENGL C1000H	Academic Reading and Writing – Honors	4.0
PSYC C1000	Introduction to Psychology OR	3.0
PSYC C1000H	Introduction to Psychology – Honors	3.0

Total: 31.0

This is a Gainful Employment Program

Rationale: Updating COMM 111/111H to COMM C1004/C1004H and HUMSV 198F to HUMSV 242 to align with previous approvals.
Effective: Fall 2026

CERTIFICATE MODIFICATION

Flux Cored Arc Welding (FCAW) - Certificate of Achievement

This certificate is designed to provide students with training in Flux Cored Arc Welding (FCAW-G and FCAW-S). This is the semi-automatic welding process often used to replace Shielded Metal Arc Welding (SMAW) in many industrial applications. Industry certifications are stressed.

REQUIRED COURSES:

WELD 010	Introduction to Welding	2.0
WELD 090	Flux Cored Arc Welding - Gas Shielded	4.0
WELD 091	Flux Cored Arc Welding - Self Shielded	4.0

Total: 10.0

Rationale: Removing WELD 092.
Effective: Fall 2027

CERTIFICATE MODIFICATION

Gas Metal Arc Welding (GMAW) - Certificate of Achievement

This certificate is designed to provide students with training in Gas Metal Arc Welding (GMAW). Metals will include Steel and Aluminum. Industry Certifications will be stressed.

REQUIRED COURSES:

WELD 010	Introduction to Welding	2.0
WELD 080	Gas Metal Arc Welding – Beginning	3.0
WELD 081	Gas Metal Arc Welding – Intermediate	4.0
		Total: 9.0

Rationale: Removing WELD 092
Effective: Fall 2027

CERTIFICATE MODIFICATION

Gas Tungsten Arc Welding (GTAW) - Certificate of Achievement

This certificate is designed to provide students with training in Gas Tungsten Arc Welding (GTAW). GTAW is commonly known as TIG (Tungsten Inert Gas Welding). Students will work with Steel, Stainless Steel and Aluminum. Industry Certifications are stressed.

REQUIRED COURSES:

WELD 012	Oxy-A Welding	2.0
WELD 015	Gas Tungsten Arc Welding-Beginning	3.0
WELD 016	Gas Tungsten Arc Welding – Intermediate	4.0
		Total: 9.0

Rationale: Removing WELD 017, updating title for WELD 012.
Effective: Fall 2027

CERTIFICATE MODIFICATION

Library Technology - Certificate of Achievement

The Library Technology certificate prepares students for entry-level employment in public, school, academic, and special libraries. The program builds foundational skills in current library practices, principles, and ethics; effective customer service; collections management; community engagement; program development; and the use of evolving technologies. Students also explore how libraries serve diverse communities, emphasizing inclusion, diversity, equity, accessibility, and anti-racism.

REQUIRED COURSES:

LIB 063	Reader's Advisory in the Library	2.0
LIB 064	Introduction to Library Services	2.0
LIB 065	Library Public Services	2.0
LIB 067	Library Cataloging and Classification	2.0
LIB 070	Library Technology and Computer Services	2.0
LIB 074	Library Policies and Collection Management	2.0
LIB 098	Library Technology Work Experience	1.0-4.0
LIB 110	Information Literacy and Research	3.0
One Course from the Following:		1.0-2.0
LIB 062	Care and Repair of Library Materials	1.0
LIB 071	Library Youth Services	2.0
LIB 072	School Library Media Centers	2.0

LIB 073 Library Digital Archives and Resources

2.0

Total: 17.0-21.0***This is a Gainful Employment Program***

Rationale: Updating description and course titles.
Effective: Fall 2027

CERTIFICATE CORRECTION**Pharmacy Technology - Certificate of Achievement**

The Pharmacy Technology certificate is designed to prepare the student for entry-level employment as a pharmacy technician, assisting pharmacists to provide medication and other healthcare products to patients; receiving and verifying written prescriptions, requests for prescription refills from patients, or electronic prescriptions sent from doctors' offices; retrieving, counting, pouring, weighing, measuring, and sometimes mixing medications; and preparing containers and labels for medications. Technicians may also establish and maintain patient profiles, prepare insurance claim forms, and stock and take inventory of prescription and over-the-counter medications. Students working for certificates must have a basic knowledge of elementary algebra, reading and writing in order to learn and work in the occupations they select.

REQUIRED COURSES:

PHT 060	Pharmacy Systems I	3.0
PHT 062	Pharmacology I	3.0
PHT 064	Pharmacy Calculations	3.0
PHT 070	Pharmacy Systems II	3.0
PHT 071	Pharmacology II	3.0
PHT 072	Pharmacy Clinical Experience	3.0
PHT 074	Pharmacy Seminar	2.0
		Total: 20.0

This is a Gainful Employment Program

Rationale: Updating PHT 072 units to align with previous approval.
Effective: Fall 2026

CERTIFICATE MODIFICATION**Pipe Welding - Certificate of Achievement**

This certificate will give students an introduction into pipe welding with all of the four major welding processes used in the industry. These include SMAW, GMAW, FCAW-G, FCAW-S, and GTAW.

REQUIRED COURSES:

WELD 010	Introduction to Welding	2.0
WELD 012	Oxy-A Welding	2.0
WELD 015	Gas Tungsten Arc Welding-Beginning	3.0
WELD 016	Gas Tungsten Arc Welding – Intermediate	4.0
WELD 017	Gas Tungsten Arc Welding – Advanced	3.0
WELD 045	Shielded Metal Arc Welding – Beginning	3.0
WELD 046	Shielded Metal Arc Welding – Intermediate	4.0
WELD 047	Preparation for Shielded Metal Arc Welding – Pipe	3.0
WELD 048	Shielded Metal Arc Welding – Pipe	3.0
WELD 080	Gas Metal Arc Welding – Beginning	3.0
WELD 081	Gas Metal Arc Welding – Intermediate	4.0
WELD 082	Continuous Wire Welding – Advanced	3.0
WELD 090	Flux Cored Arc Welding - Gas Shielded	4.0
		Total: 41.0

This is a Gainful Employment Program

Rationale: Removing WELD 017 and WELD 092. Adding prerequisite courses.
Effective: Fall 2027

CERTIFICATE MODIFICATION**Post-Production - Certificate of Achievement**

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

REQUIRED COURSES:

FTVM 111	Studio Audio Production	3.0
FTVM 114	Editing I	3.0
FTVM 130	TV Production I OR	3.0
FTVM 132	Film and Video Production I	3.0
FTVM 215	Editing II	3.0
FTVM 216	Color Correction for Film and Media	3.0
FTVM 198	Media Practicum	3.0
		Total: 18.0

This is a Gainful Employment Program

Rationale: Adding FTVM 130, 132, and 198
Effective: Fall 2026

CERTIFICATE INACTIVATION**Refrigeration Service Engineer Society (HVAC) Certificate of Achievement**

Rationale: Courses within the certificate have never been offered.
Effective: Fall 2026

CERTIFICATE MODIFICATION**Shielded Metal Arc Welding (SMAW) - Certificate of Achievement**

This certificate is designed to train students in the use of Shielded Metal Arc Welding (SMAW) often known as Arc or Stick Welding. Electrode identification, welding symbols, and joint design are stressed. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

REQUIRED COURSES:

WELD 010	Introduction to Welding	2.0
WELD 045	Shielded Metal Arc Welding – Beginning	3.0
WELD 046	Shielded Metal Arc Welding – Intermediate	4.0
WELD 066	Preparation for Los Angeles City Welding Certification - Structural (AWS D1.1)	3.0
		Total: 12.0

Rationale: Removing WELD 012 and adding WELD 010.
Effective: Fall 2027

CERTIFICATE MODIFICATION

Water Supply Technology - Certificate of Achievement

The Water Supply Technology Certificate is designed to equip students with the essential knowledge and skills needed for entry-level employment in water supply, delivery, and treatment operations. This program includes coursework in advanced water treatment operations, as well as hands-on training in instrumentation, pumps, and motors, providing a comprehensive foundation for success in the field. Please note that the Water Supply Technology Certificate is distinct from certification issued by the State Water Resources Control Board, California Water Environment Association (CWEA), or the American Water Works Association (AWWA). To obtain certification from the State of California, individuals must: 1) pass an examination administered by the State Water Resources Control Board, CWEA, or AWWA; 2) meet the required experience and/or educational minimums; and 3) submit a certification application along with the applicable fee.

REQUIRED COURSES:

CIT 031	Business English	3.0
WST 100	Water Technology Math OR	3.0
WST 101	Wastewater Technology Math	3.0
WST 275	Water/Wastewater Chemistry and Analysis	4.0

Six courses from the following: (18 Units)

WST 131	Water Use Efficiency Practitioner I	3.0
WST 137	Environmental Laws and Regulations	3.0
WST 238	Geographic Information Systems (GIS) in Water Resources	3.0
WST 145	Backflow Prevention Devices	3.0
WST 148	Cross-Connection Control	3.0
WST 130	Water Distribution Operator I	3.0
WST 140	Water Distribution Operator II	3.0
WST 150	Water Treatment I	3.0
WST 160	Water Treatment II	3.0
WST 111	Wastewater Collection I	3.0
WST 121	Wastewater Collection II	3.0
WST 186	Electrical Instrumentation for Water and Wastewater Operations	3.0
WST 188	Pumps and Motors	3.0
WST 110	Wastewater Treatment I	3.0
WST 120	Wastewater Treatment II	3.0

RECOMMENDED COURSES:

CIT 101	Introduction to Computer Literacy	3.0
WST 098	Water Supply Technology Work Experience	1.0 – 4.0

Total: 28.0

This is a Gainful Employment Program

Rationale: Updating courses to 100 and 200-level.

Effective: Fall 2026

CERTIFICATE MODIFICATION

Welding Inspection Technology - Certificate of Achievement

This certificate is designed to prepare students for the American Welding Society (AWS) Welding Inspector examination.

REQUIRED COURSES:

WELD 010	Introduction to Welding	2.0
WELD 027	Inspection of Welds: Destructive Testing	3.0
WELD 028	Inspection of Welds: Non-Destructive Examination	3.0
WELD 060	Fabrication and Layout – Beginning	4.0

WELD 065 Welding Inspection Visual - AWS – CWI

4.0
Total: 16.0***This is a Gainful Employment Program***

Rationale: Removing WELD 045 and WELD 067.
Effective: Fall 2027

CERTIFICATE MODIFICATION**Welding Job Readiness - Certificate of Completion**

This noncredit certificate is designed to complement the credit degree and certificates in the welding technology program by providing continuing education and practice for anyone in the welding industry. Focus is on Industry recognized welding certifications with the Shielded Metal Arc Welding (SMAW), Flux Cored Arc Welding (FCAW) and Gas Metal Arc Welding (GMAW) processes

REQUIRED COURSES:

WELD 645	Shielded Metal Arc Welding – Beginning	112.0-126.0
WELD 646	Shielded Metal Arc Welding – Intermediate	160.0-180.0
WELD 660	Fabrication and Layout – Beginning	128.0-144.0
WELD 666	Preparation for Los Angeles City Welding Certification-Structural (AWS D1.1)	48.0-54.0
WELD 680	Gas Metal Arc Welding – Beginning	112.0-126.0
WELD 681	Gas Metal Arc Welding – Intermediate	160.0-180.0
WELD 690	Flux Cored Arc Welding - Gas Shielded	160.0-180.0
WELD 691	Flux Cored Arc Welding - Self Shielded	160.0-180.0
		Total Hours: 1040.0-1170.0

Rationale: Updating description.
Effective: Fall 2027

CERTIFICATE MODIFICATION**Welding Technology - Certificate of Achievement**

This certificate is designed to provide students with an understanding of the terminology, concepts, procedures and skills used in the welding field to equip them with the fundamental skills necessary for entry- and intermediate-level employment as a combination welder.

REQUIRED COURSES:

WELD 010	Introduction to Welding	2.0
WELD 012	Oxy-A Welding	2.0
WELD 015	Gas Tungsten Arc Welding-Beginning	3.0
WELD 016	Gas Tungsten Arc Welding – Intermediate	4.0
WELD 027	Inspection of Welds: Destructive Testing OR	3.0
WELD 028	Inspection of Welds: Non-Destructive Examination	3.0
WELD 045	Shielded Metal Arc Welding – Beginning	3.0
WELD 046	Shielded Metal Arc Welding – Intermediate	4.0
WELD 060	Fabrication and Layout – Beginning	4.0
WELD 066	Preparation for Los Angeles City Welding Certification - Structural (AWS D1.1)	3.0
WELD 080	Gas Metal Arc Welding – Beginning	3.0
WELD 081	Gas Metal Arc Welding – Intermediate	4.0
WELD 090	Flux Cored Arc Welding - Gas Shielded	4.0
WELD 091	Flux Cored Arc Welding - Self Shielded	4.0
TECALC 087	Technical Calculations	4.0
		Total: 47.0

This is a Gainful Employment Program

Rationale: Updating WELD 012 course title.
Effective: Fall 2027

NEW DEGREE

Chemistry 2.0 Associate in Science - Transfer Degree, AS-T

The Associate in Science for Transfer (AS-T) in Chemistry is designed for students planning to transfer and complete a Bachelor's degree in Chemistry or a related field at a CSU campus. The program provides a broad, in-depth foundation in chemistry, preparing students for upper-division coursework at a four-year institution where they may choose to specialize in areas such as Environmental, Organic, Analytical, or Physical Chemistry.

The Chemistry Department offers a comprehensive curriculum across its introductory course sequence, giving students the academic preparation and exploratory opportunities needed to build a successful path in the field.

Students completing the AS-T are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn the Chemistry AS-T, students must meet the following requirements:

- Completion of all major requirements with a minimum grade of "C" (or "P").
- Certified completion of the California General Education Transfer Curriculum (Cal-GETC), which requires a minimum of 34 units.
- Completion of a minimum of 60 Cal-GETC transferable semester units, with a minimum grade of "C" (2.0 on a 4.0 scale) in each course.

Students planning to transfer and major in Chemistry should consult with a counselor regarding the transfer process and lower-division requirements.

REQUIRED COURSES:

CHEM 150	General Chemistry I	5.0
CHEM 151	General Chemistry II	5.0
CHEM 212	Organic Chemistry I	5.0
CHEM 213	Organic Chemistry II	5.0
PHYSIC 202	Physics I	4.0
PHYSIC 203	Physics II	4.0
MATH C2210	Calculus I: Early Transcendentals	4.0
MATH C2220	Calculus II: Early Transcendentals	4.0
Major Total Units: 36		
Total Double-Counted Units: 7		
General Education (Cal-GETC) Units: 34		
Elective Units: 0		
		Total: 63.0-66.0

Effective: Fall 2026

NEW DEGREE

Sports Broadcasting - A.A. Degree

The Associate of Arts in Sports Broadcasting prepares students for dynamic careers in sports media through a hands-on curriculum that integrates studio production, sound design, editing, and live sports coverage. Students will gain foundational and advanced skills in multi-camera directing, audio engineering, video editing, and sports journalism. The program emphasizes ethical storytelling, inclusive representation, and the use of emerging technologies across broadcast and digital platforms. Students will participate in live campus sports productions,

develop professional portfolios, and explore leadership roles in sports media. The program culminates in advanced coursework and internship opportunities that prepare students for transfer or entry-level employment in sports broadcasting and related fields.

REQUIRED COURSES:

FTVM 130	Film and TV Production Basics	3.0
FTVM 114	Editing I	3.0
FTVM 112	Film Audio Production	3.0
FTVM 134	Sports Broadcasting I	3.0
FTVM 236	Sports Broadcasting II	3.0
FTVM 198	Media Practicum	3.0

RECOMMENDED COURSES:

FTVM 109	Survey of Sports in Media	3.0
FTVM 110	Audio Performance	3.0
FTVM 133	Broadcast News	3.0

Total: 18.0

Effective: Fall 2027

DEGREE MODIFICATION

Audio Production - A.A. Degree

The Associate of Arts Degree in Audio Production is an immersive program that introduces students to the core functions of audio production. Students develop proficiency with industry-standard hardware and software while building both technical expertise and a distinct creative voice through focused work in sound design and audio production techniques.

REQUIRED COURSES:

FTVM 130	TV Production I	3.0
FTVM 114	Editing I	3.0
FTVM 111	Studio Audio Production	3.0
FTVM 110	Audio Performance	3.0

Two courses from the following:

FTVM 112	Film Audio Production	3.0
FTVM 213	Radio and Podcast Operations	3.0
THART 131	Sound for Stage and Screen	3.0

Work Experience - Complete a minimum of three units from the following:

FTVM 098	Media Arts Work Experience OR	0.5-4.0
FTVM 198	Media Practicum	3.0

Electives - One Course

FTVM 233	TV Studio Production II	3.0
FTVM 215	Editing II	3.0
FTVM 104	Women in Cinema	3.0
FTVM 122	Acting and Directing for Television and Film	3.0
FTVM 132	Film and Video Production I	3.0
FTVM 133	Broadcast News	3.0
FTVM 134	Sports Broadcasting	3.0

Total: 24.0-25.0

Rationale: Updating description and course titles.

Effective: Fall 2026

DEGREE MODIFICATION

Biology 2.0 Associate in Science - Transfer Degree, AS-T

The Associate in Science in Biology for Transfer (AS-T) degree is intended for students who plan to transfer and complete a Bachelor's degree in Biology, or a similar major at a CSU campus. It serves the diverse needs of students who wish to obtain a broad and an in-depth understanding of the field. The Biology Department offers comprehensive and integrative studies in each of the introductory courses of Biology. Courses in Biology prepare students interested in careers in cell biology, genetics, physiology, developmental biology, biotechnology, zoology, botany, microbiology, evolution, ecology, behavior, environmental studies, and the health sciences. The objective of this degree is to delineate a successful career path for our community college students entering the Biology program and to provide opportunities that explore the Biology major. Upon successful completion of the AS-T in Biology, students may be able to enter majors for any of these Biology subfields.

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

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

- Completion of the following major requirements with a minimum grade of "C" (or "P").
- Certified completion of the California General Education Transfer Curriculum (Cal-GETC), which requires a minimum of 34 units; and
- Completion of a minimum 60 Cal-GETC transferrable semester units with a minimum "C" grade required in each course. A "C" is defined as a minimum of 2.0 grade points on a 4.0 scale.

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

REQUIRED COURSES:

BIOL 205	Cell and Molecular Biology	4.0
BIOL 206	Organismal Biology	4.0
BIOL 207	Evolutionary Ecology	4.0
CHEM 150	General Chemistry I	5.0
CHEM 151	General Chemistry II	5.0
MATH C2210	Calculus I: Early Transcendentals	4.0

LIST A:

CHEM 212	Organic Chemistry I	5.0
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Major Total Units: 30

Total Double-Counted Units: 10

General Education (Cal-GETC) Units: 34

Electives Units: 6

Total: 60.0

Rationale: Aligning with TMC Template.
Effective: Fall 2026

DEGREE MODIFICATION

Film - A.A. Degree

The Associate of Arts Degree in Film offers students specified professional paths in direction, camera operation, post-production, and story development. The first half of the program provides an overview of all facets of filmmaking. During the student's last half of the program, they will specialize in the area of their choice. In all areas of specialization, students are exposed to a significant amount of practical work experience on film sets.

REQUIRED COURSES:

FTVM 112	Film Audio Production	3.0
FTVM 114	Editing I	3.0
FTVM 131	Cinematography OR	3.0
FTVM 132	Film and Video Production I	3.0
FTVM 120	Writing for Streaming and Broadcast OR	3.0
FTVM 121	Writing for Cinema	3.0

Work Experience - Complete a minimum of three units from the following:

FTVM 098	Media Arts Work Experience OR	0.5-4.0
FTVM 198	Media Practicum	3.0

One Pathway from the Following:*Directing Pathway - Take Three Courses:*

FTVM 122	Acting and Directing for Television and Film	3.0
FTVM 234	Film and Video Production II	3.0
FTVM 235	Cinema Production	3.0
THART 120	Acting Fundamentals I	3.0
FTVM 131	Cinematography OR	3.0
FTVM 132	Film and Video Production I	3.0

Story Development Pathway - Take Three Courses:

THART 105	Script Analysis	3.0
FTVM 120	Writing for Streaming and Broadcast OR	3.0
FTVM 121	Writing for Cinema	3.0
FTVM 122	Acting and Directing for Television and Film	3.0
THART 166	Improvisational Acting	3.0
FTVM 110	Audio Performance	3.0
FTVM 111	Studio Audio Production	3.0

Post-Production Pathway - Take Three Courses:

FTVM 111	Studio Audio Production	3.0
FTVM 215	Editing II	3.0
FTVM 216	Color Correction for Film and Media	3.0
ART 145	Introduction to Digital Applications for Graphic Design	3.0
ART 280	Beginning 3D Digital Animation and Visualization	3.0

Camera Operation Pathway - Take Three Courses:

FTVM 131	Cinematography	3.0
FTVM 234	Film and Video Production II	3.0
FTVM 235	Cinema Production	3.0
FTVM 122	Acting and Directing for Television and Film	3.0
ART 161	Digital Photography	3.0
FTVM 162	Film Photography	3.0

ELECTIVES - Take two additional courses not previously completed:

FTVM 110	Audio Performance	3.0
FTVM 120	Writing for Streaming and Broadcast	3.0
FTVM 122	Acting and Directing for Television and Film	3.0
FTVM 131	Cinematography	3.0

FTVM 215	Editing II	3.0
FTVM 216	Color Correction for Film and Media	3.0
FTVM 234	Film and Video Production II	3.0
FTVM 235	Cinema Production	3.0
THART 136	Introduction to Theatre Design	3.0
		Total: 30.0-31.0
Rationale:	Adding FTVM 132 and fixing course pathways.	
Effective:	Fall 2026	

DEGREE MODIFICATION

Film, Television, and Electronic Media Associate in Science - Transfer Degree, AS-T

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

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

To earn this Film, Television, and Electronic Media AS-T degree, students must meet the following requirements:

- Completion of the following major requirements with a minimum grade of "C" (or "P").
- Certified completion of the California General Education Transfer Curriculum (Cal-GETC), which requires a minimum of 34 units; and
- Completion of a minimum 60 Cal-GETC transferrable semester units with a minimum "C" grade required in each course. A "C" is defined as a minimum of 2.0 grade points on a 4.0 scale.

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

REQUIRED COURSES:

FTVM 101	Introduction to Electronic Media OR	3.0
COMM 135	Mass Media and Society	3.0
FTVM 120	Writing for Streaming and Broadcast OR	3.0
FTVM 121	Writing for Cinema	3.0
FTVM 102	Introduction to Film and Media Aesthetics	3.0

List A - One course from each area: (6 units total)

Area 1: Audio

FTVM 111	Studio Audio Production	3.0
FTVM 112	Film Audio Production	3.0

Area 2: Video or Film Production

FTVM 130	TV Production I	3.0
FTVM 132	Film and Video Production I	3.0
FTVM 235	Cinema Production	3.0

List B: One course (3 units)

FTVM 114	Editing I	3.0
FTVM 131	Cinematography	3.0
FTVM 234	Film and Video Production II	3.0

List C: One course (3 units)

FTVM 103	Ethnicity and Identity in Media OR	3.0
ETHS 103	Ethnicity and Identity in Media	3.0

FTVM 104	Women in Cinema	3.0
FTVM 110	Audio Performance	3.0
FTVM 122	Acting and Directing for Television and Film	3.0
FTVM 133	Broadcast News	3.0
FTVM 134	Sports Broadcasting	3.0
FTVM 162	Film Photography	3.0
FTVM 198	Media Practicum	3.0
FTVM 213	Radio and Podcast Operations	3.0
FTVM 215	Editing II	3.0
FTVM 216	Color Correction for Film and Media	3.0
FTVM 233	TV Studio Production II	3.0
FTVM 234	Film and Video Production II	3.0
FTVM 235	Cinema Production	3.0

Major Total Units: 18

Total Double-Counted Units: 9

General Education (Cal-GETC) Units: 34

Elective Units: 17

Total: 60.0

Rationale: Updating course titles and adding courses to List C.
Effective: Fall 2026

DEGREE MODIFICATION

Kinesiology - A.A. Degree

The Kinesiology Associate of Arts Degree provides students with an education in the core aspects of the Exercise of Science, Pedagogical, and Health and Human Performance. Lecture and laboratory course content offers a comprehensive understanding of the human body and wellness. This degree will prepare students to transfer to a 4-year institution, enter the workforce, and establish lifelong healthy and fit lifestyle habits.

REQUIRED COURSES:

KIN 200	Introduction to Kinesiology	3.0
PSYC C1000	Introduction to Psychology OR	3.0
PSYC C1000H	Introduction to Psychology – Honors	3.0

Health - One Course:

HEALTH 100	Introduction to Public Health	3.0
HEALTH 101	Personal Health and Wellness	3.0
HEALTH 103	Introduction to Holistic Health	3.0
HEALTH 104	Women's Health	3.0
HEALTH 113	Social Determinants of Health, Disparities and Equities	3.0

One Biology Course Sequence:

BIOL 250	Human Anatomy and Physiology I AND	4.0
BIOL 251	Human Anatomy and Physiology II OR	4.0
BIOL 260	Human Anatomy AND	4.0
BIOL 261	Human Physiology	4.0

Kinesiology - Fitness - One Course from the Following: (1 Unit Minimum)

KINF 100A	Beginning Pilates Mat	1.0
KINF 100B	Intermediate Pilates Mat	1.0
KINF 100C	Advanced Pilates Mat	1.0
KINF 101A	Beginning Boxing for Fitness	1.0
KINF 101B	Intermediate Boxing for Fitness	1.0
KINF 101C	Advanced Boxing for Fitness	1.0
KINF 102A	Beginning Spinning	1.0
KINF 102B	Intermediate Spinning	1.0

KINF 102C	Advanced Spinning	1.0
KINF 105A	Beginning Low Impact Aerobics	1.0
KINF 105B	Intermediate Low Impact Aerobics	1.0
KINF 105C	Advanced Low Impact Aerobics	1.0
KINF 108A	Beginning Weight Training	1.0
KINF 108B	Intermediate Weight Training	1.0
KINF 108C	Advanced Weight Training	1.0
KINF 112A	Beginning Body Conditioning	1.0
KINF 112B	Intermediate Body Conditioning	1.0
KINF 112C	Advanced Body Conditioning	1.0
KINF 115A	Beginning HIIT	1.0
KINF 115B	Intermediate HIIT	1.0
KINF 115C	Advanced HIIT	1.0
KINF 127A	Beginning Walking for Fitness	1.0
KINF 127B	Intermediate Walking for Fitness	1.0
KINF 127C	Advanced Walking for Fitness	1.0
KINF 132A	Beginning Distance Running	1.0
KINF 132B	Intermediate Distance Running	1.0
KINF 132C	Advanced Distance Running	1.0
KINF 138A	Beginning Physical Fitness	1.0
KINF 138B	Intermediate Physical Fitness	1.0
KINF 138C	Advanced Physical Fitness	1.0
KINF 142A	Beginning Conditioning for Sports	1.0
KINF 142B	Intermediate Conditioning for Sports	1.0
KINF 142C	Advanced Conditioning for Sports	1.0
KINF 154A	Beginning Hiking for Fitness	1.0
KINF 154B	Intermediate Hiking for Fitness	1.0
KINF 154C	Advanced Hiking for Fitness	1.0
KINF 168A	Beginning Yoga	1.0
KINF 168B	Intermediate Yoga	1.0
KINF 168C	Advanced Yoga	1.0
KINF 184A	Beginning Karate	1.0
KINF 184B	Intermediate Karate	1.0
KINF 184C	Advanced Karate	1.0
KINF 190A	Beginning Tai Chi	1.0
KINF 190B	Intermediate Tai Chi	1.0
KINF 190C	Advanced Tai Chi	1.0
<i>Kinesiology - Sports or Athletics - One Course:</i>		
KINS 100A	Beginning Baseball	1.0
KINS 100B	Intermediate Baseball	1.0
KINS 100C	Advanced Baseball	1.0
KINS 101A	Beginning Flag Football - Women's	1.0
KINS 101B	Intermediate Flag Football - Women's	1.0
KINS 101C	Advanced Flag Football - Women's	1.0
KINS 103A	Beginning Badminton	1.0
KINS 103B	Intermediate Badminton	1.0
KINS 103C	Advanced Badminton	1.0
KINS 104A	Beginning Basketball	1.0
KINS 104B	Intermediate Basketball	1.0
KINS 104C	Advanced Basketball	1.0
KINS 107A	Beginning Ultimate Frisbee	1.0
KINS 107B	Intermediate Ultimate Frisbee	1.0

KINS 107C	Advanced Ultimate Frisbee	1.0
KINS 108A	Beginning Football	1.0
KINS 108B	Intermediate Football	1.0
KINS 108C	Advanced Football	1.0
KINS 110A	Beginning Futsal	1.0
KINS 110B	Intermediate Futsal	1.0
KINS 110C	Advanced Futsal	1.0
KINS 112A	Beginning Indoor Soccer	1.0
KINS 112B	Intermediate Indoor Soccer	1.0
KINS 112C	Advanced Indoor Soccer	1.0
KINS 116A	Beginning Soccer	1.0
KINS 116B	Intermediate Soccer	1.0
KINS 116C	Advanced Soccer	1.0
KINS 120A	Beginning Softball	1.0
KINS 120B	Intermediate Softball	1.0
KINS 120C	Advanced Softball	1.0
KINS 124A	Beginning Volleyball	1.0
KINS 124B	Intermediate Volleyball	1.0
KINS 124C	Advanced Volleyball	1.0
KINS 150A	Beginning Table Tennis	1.0
KINS 150B	Intermediate Table Tennis	1.0
KINS 150C	Advanced Table Tennis	1.0
KINX 090x4	Strength and Conditioning for Athletes I	1.0-2.0
KINX 110x3	Intercollegiate Cross-Country – Men	3.0
KINX 111x3	Intercollegiate Cross-Country – Women	3.0
KINX 112x3	Intercollegiate Football – Offense	3.0
KINX 113x3	Intercollegiate Football – Defense	3.0
KINX 114x3	Intercollegiate Soccer – Men	3.0
KINX 115x3	Intercollegiate Soccer – Women	3.0
KINX 116x3	Intercollegiate Volleyball – Women	3.0
KINX 120x4	Intercollegiate Basketball – Men	1.5
KINX 121x4	Intercollegiate Basketball – Women	1.5
KINX 130x3	Intercollegiate Baseball	3.0
KINX 131x3	Intercollegiate Softball	3.0
KINX 132x3	Intercollegiate Track and Field – Men	3.0
KINX 133x3	Intercollegiate Track and Field – Women	3.0

Electives - Two courses:

CHEM 101	Introductory Chemistry	4.0
FN 162	Introduction to Food and Nutrition	3.0
KIN 101	Sports Psychology	3.0
KIN 104	Exercise Nutrition	3.0
KIN 106	Athletic Administration	3.0
KIN 202	History of Physical Education and Sport in the United States	3.0
KIN 203	Theory of Coaching	3.0
KIN 205	Sports Management	3.0
KIN 231	First Aid and CPR	3.0
KIN 232	Prevention and Care of Athletic Injuries	3.0
KIN 236	Stress Management and Wellness	3.0

Total: 25.0-28.0

Rationale: Adding HEALTH 113, KINS 101ABC, and course modifications for KINX.
Effective: Fall 2026

DEGREE MODIFICATION

Liberal Arts – Biological & Physical Sciences A.A. Degree

Liberal Arts – Humanities & Fine Arts A.A. Degree

Liberal Arts – Social & Behavioral Science A.A. Degree

Rationale: Annual updates for 2026/2027
Effective: Fall 2026

DEGREE MODIFICATION

Library Technology - A.A. Degree

The Library Technology associate's degree prepares students for entry-level employment in public, school, academic, and special libraries. The program develops skills in current library practices, principles, and ethics; effective customer service; collections management; community engagement; program development; and the use of emerging technologies. Students also examine how libraries serve diverse communities, with an emphasis on inclusion, diversity, equity, accessibility, and anti-racism.

REQUIRED COURSES:

LIB 063	Reader's Advisory in the Library	2.0
LIB 064	Introduction to Library Services	2.0
LIB 065	Library Public Services	2.0
LIB 067	Library Cataloging and Classification	2.0
LIB 070	Library Technology and Computer Services	2.0
LIB 074	Library Policies and Collection Management	2.0
LIB 110	Information Literacy and Research	3.0

Two Courses from the Following:

LIB 062	Care and Repair of Library Materials	1.0
LIB 071	Library Youth Services	2.0
LIB 072	School Library Media Centers	2.0
LIB 073	Library Digital Archives and Resources	2.0

One Literature Course from the Following:

ENGL 140	Exploring the World of Science Fiction	3.0
ENGL 141	Mystery and Detective Fiction	3.0
ENGL 153	Literature and Film	3.0
ENGL 161	Women Writers	3.0
ENGL 162	Asian Pacific American Literature and Cultural Expression	3.0
ENGL 163	Chicana/o Literature	3.0
ETHS 163	Chicana/o Literature	3.0
ENGL 165	African-American Literature	3.0
ETHS 165	African-American Literature	3.0
ENGL 260	American Literature to 1865	3.0
ENGL 260H	American Literature to 1865 – Honors	3.0
ENGL 261	American Literature from 1865 to Present	3.0

Total: 21.0-22.0

Rationale: Updating description and course titles.
Effective: Fall 2027

DEGREE CORRECTION

Pharmacy Technology - A.S. Degree

The Pharmacy Technology Associate of Science degree offers a comprehensive curriculum blending theoretical learning with hands-on experience. Students gain a deep understanding of pharmaceutical principles, medication dispensing techniques, and regulatory compliance. Emphasis is placed on critical thinking, communication, and technical proficiency in pharmacy software systems. Graduates are prepared for entry-level positions as pharmacy technicians, contributing to optimal patient care and adherence to industry standards. To earn an Associate Degree with a specialization in Pharmacy Technology, students must complete the required courses plus the general education requirements (minimum total = 60 units).

REQUIRED COURSES:

PHT 060	Pharmacy Systems I	3.0
PHT 062	Pharmacology I	3.0
PHT 064	Pharmacy Calculations	3.0
PHT 070	Pharmacy Systems II	3.0
PHT 071	Pharmacology II	3.0
PHT 072	Pharmacy Clinical Experience	3.0
PHT 074	Pharmacy Seminar	2.0

One course from the following: (4 units)

BIOL 205	Cell and Molecular Biology OR	4.0
CHEM 101	Introductory Chemistry	4.0

Total: 24.0

Rationale: Updating PHT 072 units to align with previous approval.
Effective: Fall 2026

DEGREE CORRECTION

Spanish Associate in Arts - Transfer Degree, AA-T

The Associate in Arts for Transfer (AA-T) degree in Spanish has a threefold purpose. It is designed to help students: increase proficiency in the language; understand the cultures of the Spanish-speaking world; and, meet the requirements for completion of the bachelor's degree in the CSU or UC systems. Students who complete the Spanish AA-T will have a solid foundation in reading, writing, speaking, and comprehending Spanish. Additionally, they will have developed a deeper awareness and understanding of the unique and diverse cultural milieu of Latin America and Spain. The skills acquired will help students prepare for a variety of careers in areas where a knowledge of Spanish is desirable, such as business, healthcare, journalism, education, communications, public safety, and more.

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

To earn this Spanish AA-T degree, students must meet the following requirements:

- Completion of the following major requirements with a minimum grade of "C" (or "P").
- Certified completion of the California General Education Transfer Curriculum (Cal-GETC), which requires a minimum of 34 units; and
- Completion of a minimum 60 Cal-GETC transferrable semester units with a minimum "C" grade required in each course. A "C" is defined as a minimum of 2.0 grade points on a 4.0 scale.

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

REQUIRED COURSES:

SPAN 101	College Spanish I OR	5.0
SPAN 101H	College Spanish I – Honors	5.0
SPAN 102	College Spanish II OR	5.0
SPAN 102H	College Spanish II – Honors	5.0
SPAN 103	College Spanish III OR	4.0
SPAN 103H	College Spanish III – Honors OR	4.0
SPAN 157	Spanish for Heritage Speakers I	4.0
SPAN 104	College Spanish IV OR	4.0
SPAN 158	Spanish for Heritage Speakers II	4.0

Note: If a student places out of any core course(s) and is not awarded units for that course, the student will need to take additional units from List A to compensate or complete the following approved course substitutions (ANTH 102, ANTH 102H, ANTH 125, COMM 174, ETHS 141, ETHS 141H, GEOG 102, SOCI C1000, SOCI C1000H, SOCI 141, SOCI 141H, or SOCI 145 to meet the 18-unit requirement for the major.

LIST A - One course from the following: (3 Units)

ENGL 163	Chicana/o Literature OR	3.0
ETHS 163	Chicana/o Literature	3.0
HIST 140	Chicano Experiences in U.S. History OR	3.0
HIST 140H	Chicano Experiences in U.S. History – Honors OR	3.0
HIST 150	Introduction to Latin American History	3.0
SPAN 109	Spanish Civilization and Culture	3.0
SPAN 110	Latin American Civilization and Culture	3.0

Major Total Units: 21

Total Double-Counted Units: 6

General Education (Cal-GETC) Units: 34

Elective Units: 11

Degree Total Units:

Total: 60.0

Rationale: Adding SPAN 157 as an “or” course, updating units, and aligning with CCN.
Effective: Fall 2026

DEGREE MODIFICATION**Water Technology - A.S. Degree**

The Water Supply Technology Program is designed for students currently employed or seeking employment in water and wastewater occupations. This comprehensive program offers technical courses in water distribution, water treatment (emphasizing advanced water treatment operations), wastewater collection, and wastewater treatment. Additionally, students will gain hands-on experience with instrumentation, pumps, and motors essential for effective system operation.

The curriculum prepares students to enhance their skills and equips them for certification examinations from the California State Water Resource Control Board, the American Water Works Association, and the California Water Environment Association. The certificate program is tailored to prepare students for entry-level positions in water treatment, water distribution, and wastewater reclamation industries.

Graduates of the Associate of Science Degree often find employment with city, county, or state agencies in roles such as plant operator, engineering technician, surface water manager, environmental laboratory coordinator, and industrial pre-treatment coordinator.

To graduate with a specialization in Water Technology, students must complete the required courses alongside the general breadth requirements for the Associate of Science degree (total = 60 units).

REQUIRED COURSES:3.0

WST 100	Water Technology Math OR	3.0
WST 101	Wastewater Technology Math	3.0
WST 110	Wastewater Treatment I OR	3.0
WST 150	Water Treatment I	3.0
WST 137	Environmental Laws and Regulations	3.0
WST 275	Water/Wastewater Chemistry and Analysis	4.0

Complete Five Courses from One Emphasis Below:**Basic Waterworks Emphasis:**

WST 131	Water Use Efficiency Practitioner I	3.0
WST 145	Backflow Prevention Devices	3.0
WST 148	Cross-Connection Control	3.0
WST 186	Electrical Instrumentation for Water and Wastewater Operations	3.0
WST 188	Pumps and Motors	3.0
WST 238	Geographic Information Systems (GIS) in Water Resources	3.0

Water Technology Emphasis:

WST 130	Water Distribution Operator I	3.0
WST 140	Water Distribution Operator II	3.0
WST 150	Water Treatment I	3.0
WST 186	Electrical Instrumentation for Water and Wastewater Operations	3.0
WST 188	Pumps and Motors	3.0
WST 160	Water Treatment II	3.0
WST 235	Advanced Water Treatment Operator	3.0

Wastewater Technology Emphasis:

WST 110	Wastewater Treatment I	3.0
WST 111	Wastewater Collection I	3.0
WST 121	Wastewater Collection II	3.0
WST 186	Electrical Instrumentation for Water and Wastewater Operations	3.0
WST 188	Pumps and Motors	3.0
WST 120	Wastewater Treatment II	3.0
WST 235	Advanced Water Treatment Operator	3.0

RECOMMENDED COURSES:

CIT 101	Introduction to Computer Literacy	3.0
WST 098	Water Supply Technology Work Experience	1.0-4.0

Total: 28.0

Rationale: Updating courses to 100-level and 200-level.
Effective: Fall 2026

DEGREE MODIFICATION**Welding Technology - A.S. Degree**

This degree is designed to provide students with an understanding of the terminology, concepts, procedures and skills used in the welding field to equip them with the fundamental skills necessary for entry- and intermediate-level employment as a combination welder. To graduate with a specialization in Welding Technology, students must complete the following required courses for the certificate plus the general breadth requirements for the Associate of Science Degree (minimum total = 60 units)

REQUIRED COURSES:

WELD 010	Introduction to Welding	2.0
WELD 012	Oxy-A Welding	2.0
WELD 015	Gas Tungsten Arc Welding-Beginning	3.0
WELD 016	Gas Tungsten Arc Welding – Intermediate	4.0
WELD 027	Inspection of Welds: Destructive Testing OR	3.0

WELD 028	Inspection of Welds: Non-Destructive Examination	3.0
WELD 045	Shielded Metal Arc Welding – Beginning	3.0
WELD 046	Shielded Metal Arc Welding – Intermediate	4.0
WELD 060	Fabrication and Layout – Beginning	4.0
WELD 066	Preparation for Los Angeles City Welding Certification - Structural (AWS D1.1)	3.0
WELD 080	Gas Metal Arc Welding – Beginning	3.0
WELD 081	Gas Metal Arc Welding – Intermediate	4.0
WELD 090	Flux Cored Arc Welding - Gas Shielded	4.0
WELD 091	Flux Cored Arc Welding - Self Shielded	4.0
TECALC 087	Technical Calculations	4.0
		Total: 47.0

Rationale: Updating WELD 012 title.
Effective: Fall 2027

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Dr. Kevin Horan, President, CHC
Dr. Gilbert Contreras, President, SBVC
Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services,
and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Consideration of Approval of Adjunct and Substitute Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of adjunct and substitute academic employees as indicated on the attached list.

OVERVIEW

Part-time academic employees selected from the established pool are offered individual contracts on a semester-by-semester basis.

ANALYSIS

All requirements for employment processing will be completed prior to the contract start date. No individual will be offered a contract until Human Resources has cleared the individuals for employment.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost for employment of adjunct and substitute academic employees is included in the appropriate 2025-2026 and 2026-2027 budgets.





Adjunct and Substitute Academic Employees

Presented for Information May 14, 2026

[v.4.22.2026.p.2]2]

2025 – 2026 Academic Year

Employee Name	Location Assignment	Course Subject	Discipline per Minimum Qualifications
Dusick, Diane	SBVC	Film, TV and Media	Film, TV and Media
Gansberg, Alan	SBVC	Film, TV and Media	Film, TV and Media
Jacobs, Tristan	SBVC	Nursing	Nursing
Slater, Sean	SBVC	Theater Arts	Theater Arts
Sattarova, Evgeniya	SBVC	Chemistry	Chemistry
Sun, Kevin	SBVC	Nursing	Nursing
Cordova, John J	CHC	Vocational Nursing	Healthcare Ancillaries
Bretado, Mayra	CHC	Vocational Nursing	Healthcare Ancillaries
Troncoza, Arline	CHC	Adult Education Adjunct Counselor	Counseling

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Consideration of Approval to Appoint District Employees

RECOMMENDATION

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

OVERVIEW

The employees on the attached list are submitted for approval.

ANALYSIS

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

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost of employment for these employees is included in the appropriate 2025-2026 budgets.





Appointment of District Employees

Submitted for Board Approval May 14, 2026

[v.5.4.2026.p.1|2]

Employee Name, Title Location Assignment & Department	Start Date	Salary Schedule, Range & Step	New or Replacing	Fund	Live Scan Clearance
Carbajal, Clarisse Marie Assistant Professor, Psychiatric Technician SBVC Psychiatric Technology	08/17/26	Academic D1	Kim Dubois-Eastman	General Fund	12/11/24
Chiem, Vinh Counselor, Dual Enrollment SBVC Counseling	07/01/26	Academic D1	Dominque Johnson	Student Equity and Achievement Program	08/14/19
Cordero, Michael Division Dean, Kinesiology, Health and Athletics SBVC Kinesiology	06/01/26	Management 23D	David Grossman	General Fund	TBD
Dillon, Andrea Assistant Professor, Microbiology SBVC Biology	08/17/26	Academic D1	Lorrie Burnam	General Fund	08/06/24
Esparza, Rosario Director, Financial Aid & Scholarships SBVC Financial Aid	06/01/26	Management 18H	Sam Trejo	General Fund	04/10/25
Garcia, Manuel Tool Room Specialist SBVC Tool Room	05/18/26	Classified 26A	Vincent Martinez	General Fund	TBD
Gutaskus, Mary Assistant Professor, Mathematics CHC Mathematics	08/17/26	Academic D1	Steve Ramirez	General Fund	TBD
LeBlanc, James Research Analyst CHC Institutional Research	06/08/26	Classified 54B	Diana Vaichis	General Fund	TBD

†Live Scan clearance pending; employee will not start without clearance.

*Salary placement to be determined upon verification of education and experience.



Appointment of District Employees

Submitted for Board Approval May 14, 2026

[v.5.4.2026.p.2]2]

Employee Name, Title Location Assignment & Department	Start Date	Salary Schedule, Range & Step	New or Replacing	Fund	Live Scan Clearance
Lopez, Mario Assistant Professor, Heavy and Medium Duty Trucks SBVC Applied Technology	08/17/26	Academic C1	Berchman Melancon	General Fund	TBD
Mauri, Lauren Assistant Professor, Mathematics CHC Mathematics	08/17/26	Academic D1	New	General Fund	TBD
Moore, Lessie Assistant Professor, Psychiatric Technician SBVC Psychiatric Technology	08/17/26	Academic D1	Kim Dubois-Eastman	General Fund	06/16/20
Perez, Albert Tool Room Specialist SBVC Tool Room	05/18/26	Classified 26A	Luis Hernandez	General Fund	TBD
Rivera, Amairany Counselor, Dual Enrollment SBVC Counseling	07/01/26	Academic D1	New	Student Equity and Achievement Program	07/24/23

†Live Scan clearance pending; employee will not start without clearance.

*Salary placement to be determined upon verification of education and experience.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll & Police Services, and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Consideration of Approval to Appoint Interim Managers

RECOMMENDATION

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

OVERVIEW

The employees on the attached list are submitted for approval.

ANALYSIS

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

Minimum Qualifications:

All candidates meet the minimum qualifications established by the Board of Governors, or they possess equivalent qualifications. Where applicable, equivalency has been determined according to the criteria set forth in the San Bernardino Community College District Equivalency Form at: <https://sbccd.edu/district-services/human-resources/human-resources-forms.php>.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost of employment for the employees is included in the appropriate 2025-2026 budgets.





Appointment of Interim Managers

Submitted for Board Approval May 14, 2026

[v.5.4.2026.p.1|1]

Employee Name Location Assignment	Effective Dates	Range & Step	New or Replacing	Fund	Live Scan Clearance
Luminarias, Thaddeus Marwin Interim Director, Student Life SBVC Student Life	07/01/26 to 12/31/26	19B	New	General Fund	05/07/25

†Live Scan clearance pending; employee will not start without clearance.

‡Salary placement to be determined upon verification of education and experience.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr Diana Z. Rodriguez Chancellor

REVIEWED BY: Dr Diana Z. Rodriguez Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll & Police Services, and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Consideration of Approval of Classification Advancement for Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the advancement of classification for academic employees as indicated on the attached list.

OVERVIEW

The advancement of classification for academic employees on the attached list is submitted for approval.

ANALYSIS

The academic employees listed on the attached have completed the number of units necessary for classification advancement per the agreement between SBCCD and SBCCDTA (San Bernardino Community College District Teachers Association).

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The financial implications resulting from these reclassifications will be an additional cost to the appropriate 2026-2027 budgets.





Classification Advancement for Academic Employees

Submitted for Board Approval on May 14, 2026

[v.4.23.2026.p.2|2]

Employee Name Location Assignment Department	From Column	To Column	Days of Service	Effective Date
DiBartolo, Cheryl Professor, Anthropology CHC Anthropology	G	H	175	07/01/26
Lopez, Natalie Librarian CHC Library	E	F	198	07/01/26
Major, Brandy Librarian SBVC Library	G	H	198	07/01/26
Bautista, Rui Professor, Mathematics SBVC Mathematics	D	E	175	07/01/26
Torrez, Michael Professor, Chemistry SBVC Chemistry	G	I	175	07/01/26
Ruiz, Sandra Professor, Computer Science SBVC Computer Science	F	G	175	07/01/26
Cruz, Alexander Assistant Professor, Automotive SBVC Automotive/Diesel	E	F	175	07/01/26

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Heather M. Madole, Administrative Officer

DATE: May 14, 2026

SUBJECT: Consideration of Approval of Resolution #2026-05-14-BOT01 to Excuse Board Members of Absences

RECOMMENDATION

It is recommended that the Board of Trustees authorize compensation for SBCCD Board of Trustees members for excused absences.

OVERVIEW

Any member of a governing board who does not attend all meetings may receive compensation in an amount not greater than a pro rata share of the number of meetings actually attended, unless the Board, by duly adopted resolution, finds that at the time of the missed meeting, the member was performing services outside the meeting for the community college district, was ill, on jury duty, or was absent due to a hardship deemed acceptable by the Board.

Education Code section 72024 provides that in any community college district in which the Full-Time Equivalent Student (FTES) attendance for the prior school year was more than 10,000 but less than or equal to 25,000, each member of the governing board who actually attends all meetings held may receive compensation.

ANALYSIS

In accordance with Board Policy 2725 and Education Code section 72024, and given that SBCCD FTES for 2024-25 has exceeded 10,000, today's recommendation authorizes compensation to Board members for excused absences during the period of April 1 – April 30, 2026.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

None

**RESOLUTION #2026-05-14-BOT01 OF THE BOARD OF TRUSTEES OF THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
COMPENSATION OF BOARD MEMBERS**

1

WHEREAS, Education Code section 72024(a)(3) provides that in any community college district in which the full-time equivalent student attendance (FTES) for the prior school year was 25,000 or less but more than 10,000, each member of the governing board of the district who actually attends all meetings held may receive as compensation for his or her services a sum not to exceed four hundred and eighty six dollars and twenty cents (\$486.20) in any month; and

WHEREAS, the full-time equivalent student attendance for the prior school year was within the limits delineated in Education Code section 72024(a)(3); and

WHEREAS, Education Code section 72024(b) provides that any member of a governing board who does not attend all meetings held by the board in any month may receive, as compensation for his or her services, an amount not greater than a pro rata share of the number of meetings actually attended based upon the maximum compensation authorized by this subdivision; and

WHEREAS, Education Code section 72024(d) states that 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; and

WHEREAS, Education Code section 72024(e) provides that, on an annual basis, the governing board may increase the compensation of individual board members beyond the statutory limit, in an amount not to exceed 5% based on the present monthly rate of compensation; and

WHEREAS, pursuant to Board Policy 2725, and in accordance with Education Code section 72024(a)(3), the current monthly compensation for governing board members is \$486.20 per month for Trustees and \$243.10 per month for Student Trustees; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The San Bernardino Community College District Board of Trustees has determined that at absences indicated on the attached Exhibit A were of a nature, as described in Education Code section 72024(d), to warrant full payment for the meetings; and
2. The annual compensation of individual Board members shall be increased 5% (\$486.20 monthly for governing board members and \$243.10 monthly for Student Trustees).
3. This rate shall be effective at the start of the fiscal year on July 1, 2025.

APPROVED, PASSED AND ADOPTED by the Board of Trustees of the San Bernardino Community College District on this 14th day of May 2026, by the following vote:

AYES: _____
 NOES: _____
 ABSTENTIONS: _____
 ABSENT: _____

**RESOLUTION #2026-05-14-BOT01 OF THE BOARD OF TRUSTEES OF THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
COMPENSATION OF BOARD MEMBERS**

I, Diana Z. Rodriguez, Ed.D., Secretary to the Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this _____ day of _____, 20_____.

Secretary to the Board of Trustees

Attested to:

Cherina Betters, Ed.D.
Clerk, San Bernardino Community College District



**RESOLUTION #2026-05-14-BOT01 OF THE BOARD OF TRUSTEES OF THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
COMPENSATION OF BOARD MEMBERS**

EXHIBIT A

Trustee and Student Trustee Board Meeting Absence for the
Period April 1 – April 30, 2026

Trustee or Student Trustee	Date of Absence	Board Determination
Student Trustee Christian Espinoza	04/09/2026 Business Meeting	This absence has been found to be of a nature that merits compensation as described in Ed Code section 72024.
Trustee Frank Reyes	04/09/2026 Business Meeting	This absence has been found to be of a nature that merits compensation as described in Ed Code section 72024.
Student Trustee Jazmyn Garcia	04/23/26 Strategy Session	This absence has been found to be of a nature that merits compensation as described in Ed Code section 72024.
Trustee Frank Reyes	04/23/26 Strategy Session	This absence has been found to be of a nature that merits compensation as described in Ed Code section 72024.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll & Police Services, and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Consideration of Approval of Employee Promotion

RECOMMENDATION

It is recommended that the Board of Trustees approve the promotion of the SBCCD employee(s) as indicated on the attached list.

OVERVIEW

The promotion of the employee(s) on the attached list are submitted for approval.

ANALYSIS

These employees have gone through the recruitment process and are being recommended for promotion.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost of this promotion is included in the appropriate 2025-2026 budgets.





Employee Promotions

Submitted for Board Approval May 14, 2026

[v.4.23.2026.p.1|1]

Employee Name	From	To	New/ Replacing	Fund	Effective Date
Ward, Amanda	CHC Emergency Medical Services Professor, EMS Academic Salary Schedule Range H, Step 13	CHC Emergency Meidcal Services Associate Dean, Public Health & Safety Management Salary Schedule Range 21, Step G	New	General Fund	06/01/26

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

PREPARED BY: Dr. Kevin Horan, President, CHC
Dr. Gilbert Contreras, President, SBVC

DATE: May 14, 2026

SUBJECT: Consideration of Approval of Non-Instructional Pay for Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve non-instructional pay for academic employees as indicated on the attached.

OVERVIEW

Academic employees will be compensated at the agreed upon non-instructional rate of pay. This compensation is requested due to the periodic need for academic employees to assist with various department research, projects, committee work, or campus/community events.

ANALYSIS

As of July 1, 2025, non-instructional rates of pay are based on the Tentative Agreement by and between SBCCD and the CTA regarding *Article 10 Wages*, which was Board approved May 8, 2025.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success

FINANCIAL IMPLICATIONS

The cost of the non-instructional pay is included in the appropriate 2025-2026 budgets.





Non-Instructional Pay for Academic Employees

Submitted for Board Approval May 14, 2026

[v.4.23.2026.p.1|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Arreola Jauregui, Melissa SSSP Categorical	SBVC	07/01/26	08/21/26	\$70.65	96	\$6,782.40	Adjunct Counseling
Arreola-Jauregui, Melissa K-16 Healthcare Grant	SBVC	05/26/26	06/30/26	\$70.65	100	\$7,065.00	Adjunct Counselor Dual Enrollment
Bernardo, Yecica SSSP Categorical	SBVC	07/01/26	08/21/26	\$72.97	96	\$7,005.12	Adjunct Counseling
Bowyer, Rumeisha SSSP Categorical	SBVC	07/01/26	08/21/26	\$68.33	96	\$6,559.68	Adjunct Counseling
Brown, Janeth SSSP Categorical	SBVC	07/01/26	08/21/26	\$72.97	96	\$7,005.12	Adjunct Counseling
Castillo, Michelle BSI Categorical	SBVC	07/01/26	08/21/26	\$68.33	160	\$10,932.80	Adjunct Counseling
Chiem, Vinh K-16 Education Grant	SBVC	05/26/26	06/30/26	\$72.97	100	\$7,297.00	Adjunct Counselor Dual Enrollment
Chiem, Vinh Off-Campus Funds	SBVC	07/01/26	08/21/26	\$72.97	84	\$6,129.48	Adjunct Counselor Dual Enrollment
Davis-Leyva, Jessica Off-Campus Funds	SBVC	05/26/26	06/30/26	\$68.33	100	\$6,833.00	Adjunct Counselor Dual Enrollment
Davis-Leyva, Jessica Off-Campus Funds	SBVC	07/01/26	08/21/26	\$68.33	72	\$4,919.76	Adjunct Counselor Dual Enrollment
Elpel, Kristina STEM-MESA General Fund	SBVC	01/12/26	05/15/26	\$70.65	340	\$24,021.00	STEM-MESA Counselor <i>Amendment: The 12/15/25 board approval was for 420 hours which have been reduced to 340 due to this faculty working in another department on campus.</i>



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[v.4.23.2026.p.2|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Elpel, Kristina STEM-MESA General Fund	SBVC	05/26/26	06/30/26	\$70.65	200	\$14,130.00	STEM-MESA Counselor
Elpel, Kristina STEM-MESA General Fund	SBVC	07/01/26	08/14/26	\$70.65	100	\$7,065.00	STEM-MESA Counselor
Garibay, Thalia Middle College Grant Funds	SBVC	05/26/26	06/30/26	\$72.97	50	\$3,648.50	Adjunct Counselor Middle College
Garibay, Thalia Middle College Grant Funds	SBVC	07/01/26	08/21/26	\$72.97	72	\$5,253.84	Adjunct Counselor Middle College
Gonzalez, Stephany Basic Skills Categorical Funds	SBVC	05/26/26	06/30/26	\$70.65	60	\$4,239.00	Adjunct Counselor Middle College
Gonzalez, Stephany Basic Skills Categorical Funds	SBVC	07/01/26	08/21/26	\$70.65	72	\$5,086.80	Adjunct Counselor Middle College
Guterrez, Arnold STEM-MESA General Fund	SBVC	05/26/26	06/30/26	\$57.89	200	\$11,578.00	STEM- MESA Counselor
Guterrez, Arnold STEM-MESA General Fund	SBVC	07/01/26	08/14/26	\$57.89	100	\$5,789.00	STEM-MESA Counselor
Hall, Courtney SSSP Categorical	SBVC	07/01/26	08/21/26	\$72.97	96	\$7,005.12	Adjunct Counseling
Hiers, Rebecca Tutoring Center General Funds	SBVC	05/26/26	06/30/26	\$57.89	138	\$7,988.82	Adjunct Tutoring Center
Huang, Michael SSSP Categorical	SBVC	07/01/26	08/21/26	\$70.65	96	\$6,782.40	Adjunct Counseling
Jaramillo, Danny SSSP Categorical	SBVC	07/01/26	08/21/26	\$70.65	96	\$6,782.40	Adjunct Counseling
Jimenez, Nicole RN Grant Fund	SBVC	01/01/26	06/30/26	\$72.97	150	\$10,945.50	Basic Needs and Outreach <i>Ratification. Due to start date prior to board approval date.</i>



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[v.4.23.2026.p.3|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Laguna, Tania EOPS	SBVC	07/01/26	08/21/26	\$72.97	120	\$8,756.40	Adjunct Counseling
Limas, Joanna Middle College Grant Funds	SBVC	05/26/26	06/30/26	\$68.33	60	\$4,099.80	Adjunct Counselor Middle College
Limas, Joanna Middle College Grant Funds	SBVC	07/01/26	08/21/26	\$68.33	72	\$4,919.76	Adjunct Counselor Middle College
Lochard, Armone SSSP Categorical	SBVC	07/01/26	08/21/26	\$72.97	160	\$11,675.20	Adjunct Counseling
Martin, Desiree SSSP Categorical	SBVC	07/01/26	08/21/26	\$72.97	96	\$7,005.12	Adjunct Counseling
Mclaren, Amy EOPS	SBVC	07/01/26	08/21/26	\$68.33	120	\$8,199.60	Adjunct Counseling
Murphy, Jaznia K-16 Healthcare Grant	SBVC	05/26/26	06/30/26	\$68.33	100	\$6,833.00	Adjunct Counselor Dual Enrollment
Murphy, Jaznia Off-Campus Funds	SBVC	07/01/26	08/21/26	\$68.33	84	\$5,739.72	Adjunct Counselor Dual Enrollment
Nguyen, Bryan Tutoring Center General Funds	SBVC	05/26/26	06/30/26	\$57.89	138	\$7,988.82	Adjunct Tutoring Center
Nguyen, Duc Off-Campus Funds	SBVC	05/26/26	06/30/26	\$70.65	100	\$7,065.00	Adjunct Counselor Dual Enrollment
Nguyen, Duc SSSP Categorical	SBVC	07/01/26	08/21/26	\$70.65	96	\$6,782.40	Adjunct Counseling
Ortiz Archila, Robert SSSP Categorical	SBVC	07/01/26	08/21/26	\$68.33	96	\$6,559.68	Adjunct Counseling
Perez, Alberto SSSP Categorical	SBVC	07/01/26	08/21/26	\$70.65	96	\$6,782.40	Adjunct Counseling



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[v.4.23.2026.p.4|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Perez, Alecia SSSP Categorical	SBVC	07/01/26	08/21/26	\$72.97	96	\$7,005.12	Adjunct Counseling
Rivera, Amairany Off-Campus Funds	SBVC	05/26/26	06/30/26	\$70.65	100	\$7,065.00	Adjunct Counselor Dual Enrollment
Rivera, Amairany Off-Campus Funds	SBVC	07/01/26	08/21/26	\$70.65	84	\$5,934.60	Adjunct Counselor Dual Enrollment
Rodriguez, Andrea BSI Categorical	SBVC	07/01/26	08/21/26	\$72.97	184	\$13,426.48	Adjunct Counseling
Sanchez, Victoria SSSP Categorical	SBVC	07/01/26	08/21/26	\$68.33	96	\$6,559.68	Adjunct Counseling
Sherman, Brian Tutoring Center General Funds	SBVC	05/26/26	06/30/26	\$57.89	138	\$7,988.82	Adjunct Tutoring Center
Solorio, Carlos SSSP Categorical	SBVC	07/01/26	08/21/26	\$72.97	96	\$7,005.12	Adjunct Counseling
Tasaka, Bethany Tutoring Center General Funds	SBVC	05/26/26	06/30/26	\$57.89	138	\$7,988.82	Adjunct Tutoring Center
Urell, Mary CalWORKs	SBVC	07/01/26	08/21/26	\$72.97	120	\$8,756.40	Adjunct Counseling
Valdez, Veronica SSSP Categorical	SBVC	07/01/26	08/21/26	\$72.97	96	\$7,005.12	Adjunct Counseling
Wilkins, Janice Student Transfer Reform Act - AB928	SBVC	07/01/26	08/21/26	\$57.89	100	\$5,789.00	AB 1111 Common Course Numbering
Zuick, Nhan Tutoring Center General Funds	SBVC	05/26/26	06/30/26	\$57.89	138	\$7,988.82	Adjunct Tutoring Center



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[v.4.23.2026.p.5]18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Alderson, Kristin Zero Textbook Grant Funds	CHC	04/11/26	05/30/26	\$57.89	20	\$1,157.80	Accessibility Fellowship Pilot <i>Ratification: Hours were missed or increased.</i>
Anderson, Jonathan Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Atkinson, Anne Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Baltierra, Anthony Honors Program General Fund	CHC	02/09/26	05/13/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Beard, Joseph Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>



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[v.4.23.2026.p.6|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Bell, Danielle Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Blacksher, Anthony Ethnic Studies Grant Fund	CHC	05/01/26	05/28/26	\$57.89	30	\$1,736.70	Ethnic Studies program development. <i>Ratification: Hours were missed or increased.</i>
Bond, Lauren Office of Instruction General Fund	CHC	03/01/26	05/31/26	\$57.89	102	\$5,904.78	Department Chair duties additional coverage as assigned. <i>Ratification: Start date is prior to Board approval due to an immediate need in the department.</i>
Brink, T.L. Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Call, Fatima Ethnic Studies Grant Fund	CHC	04/01/26	04/30/26	\$57.89	3	\$173.67	Ethnic Studies Program Development. <i>Ratification: Hours were missed or increased.</i>
Cervantez, Jeff Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	30	\$1,736.70	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>



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[v.4.23.2026.p.7|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Cowles, Randee Zero Textbook Grant Funds	CHC	01/20/26	05/14/26	\$57.89	20	\$1,157.80	Accessibility Fellowship Pilot <i>Ratification: Hours were missed or increased.</i>
Cowles, Randee Honors Program General Fund	CHC	04/11/26	05/30/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
DeCastro, Jason General Library Funds	CHC	05/25/26	06/30/26	\$66.01	40	\$2,640.40	Adjunct Librarian
DeCastro, Jason General Library Funds	CHC	07/01/26	08/13/26	\$66.01	50	\$3,300.50	Adjunct Librarian
Dewalden, Steven Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
DiBartolo, Cheryl Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Diep, Matthew General Library Funds	CHC	05/25/26	06/30/26	\$70.65	20	\$1,413.00	Adjunct Librarian



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[v.4.23.2026.p.8|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Diep, Matthew General Library Funds	CHC	07/01/26	08/13/26	\$70.65	20	\$1,157.80	Adjunct Librarian
Dudash, Leigh Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Dulay-Vega, Paige Honors Program General Fund	CHC	02/09/26	05/13/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Ferrari, Ed Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Flory-Sanchez, Pamela Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>



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[v.4.23.2026.p.9|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Franko, Karla Honors Program General Fund	CHC	02/09/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Gerhartz, David Honors Program General Fund	CHC	02/09/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Goliff, Wendy Zero Textbook Grant Funds	CHC	04/11/26	05/30/26	\$57.89	20	\$1,157.80	Accessibility Fellowship Pilot <i>Ratification: Hours were missed or increased.</i>
Guevara, Andrew Zero Textbook Grant Funds	CHC	01/20/26	05/14/26	\$57.89	20	\$1,157.80	Accessibility Fellowship Pilot <i>Ratification: Hours were missed or increased.</i>
Guevara, Andrew Honors Program General Fund	CHC	04/11/26	05/30/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>



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[v.4.23.2026.p.10|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Harris, Mattie Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Hart, Danae Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Hayes, Ashley Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Hellerman, Steve Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>



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[v.4.23.2026.p.11|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Hiten, Vanesse Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Hogrefe, Richard Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Huckabee, Crystal Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Hughes, Richard Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	20	\$1,157.80	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>



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[v.4.23.2026.p.12|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Jackson, Denise Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Jimenez, Sabrina Honors Program General Fund	CHC	01/21/26	05/01/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Keys, Scott Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Krahn, Katie Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>



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[v.4.23.2026.p.13|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Kunkel, Cory Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Mansourian, Farhad Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	20	\$1,157.80	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
McConnell, Mark Honors Program General Fund	CHC	03/23/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
McCool, Karol General Library Funds	CHC	05/25/26	06/30/26	\$72.97	30	\$2,189.10	Adjunct Librarian
McCool, Karol General Library Funds	CHC	07/01/26	08/13/26	\$72.97	35	\$2,553.95	Adjunct Librarian
McKee, Julie Honors Program General Fund	CHC	01/20/26	03/12/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>



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[v.4.23.2026.p.14|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
McNairy, Stephanie Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
McNamara, Laurence Honors Program General Fund	CHC	02/10/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Medina, Janine Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Mello, Brandice Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Moffatt, Christopher Zero Textbook Grant Funds	CHC	04/11/26	05/30/26	\$57.89	20	\$1,157.80	Accessibility Fellowship Pilot <i>Ratification: Hours were missed or increased.</i>



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[v.4.23.2026.p.15|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Montejano, Jordan General Tutoring Funds	CHC	05/25/26	06/30/26	\$57.89	110	\$6,367.90	Assistance & Support to Tutors & SI Leaders Tutoring Center
Montejano, Jordan General Tutoring Funds	CHC	07/01/26	08/13/26	\$57.89	110	\$6,367.90	Assistance & Support to Tutors & SI Leaders Tutoring Center
Montes, Ashley General Library Funds	CHC	05/25/26	06/30/26	\$72.97	70	\$5,107.90	Adjunct Librarian
Montes, Ashley General Library Funds	CHC	07/01/26	08/13/26	\$72.97	60	\$4,378.20	Adjunct Librarian
Moreno, Melissa Honors Program General Fund	CHC	02/09/26	05/13/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Pfahler, Diane Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Roberts, Charles Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>



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[v.4.23.2026.p.16|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Sanchez, Aileya General Library Funds	CHC	05/25/26	06/30/26	\$66.01	55	\$3,630.55	Adjunct Librarian
Sanchez, Aileya General Library Funds	CHC	07/01/26	08/13/26	\$66.01	70	\$4,620.70	Adjunct Librarian
Schmidt, Jeff Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Strong, Amy Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Stupin, Mary Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10		Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Thomas, Angela General Library Funds	CHC	05/25/26	06/30/26	\$66.01	65	\$4,290.65	Adjunct Librarian
Thomas, Angela General Library Funds	CHC	07/01/26	08/13/26	\$66.01	75	\$4,950.75	Adjunct Librarian
Troncoza, Arline College Promise	CHC	06/08/26	06/30/26	\$66.01	150	\$9,901.50	Adult Education Adjunct Counselor



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[v.4.23.2026.p.17|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Troncoza, Arline College Promise	CHC	07/01/26	08/14/26	\$66.01	150	\$9,901.50	Adult Education Adjunct Counselor
Urbanovich, Jimmy Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Wassing, Amy Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Weiler, Lindsay Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>
Yuen, Nancy Honors Program General Fund	CHC	01/20/26	05/14/26	\$57.89	10	\$578.90	Faculty member will work with Honors students to customize their projects and deepen knowledge of course subject matter. <i>Ratification: Hours were missed or increased.</i>



Non-Instructional Pay for Academic Employees

Submitted for Board Approval May 14, 2026

[v.4.23.2026.p.18|18]

Employee Name Funding Source	Location Assignment	From	To	Rate	Not to Exceed Hours	Not to Exceed Amount	Project
Recinos, Jose	DSO	03/20/26	03/20/26	\$57.89	7	\$405.23	Bilingual Testing: Proctor <i>Ratification: Recruitment too place after prior month's board submission deadline</i>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Dr. Kevin Horan, President, CHC
Dr. Gilbert Contreras, President, SBVC
Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services,
and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Consideration of Approval to Pay Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve the payment of stipends per the attached list.

OVERVIEW

The stipends listed on the attachment are submitted for approval.

ANALYSIS

Stipends are based on negotiated agreement between SBCCD and the SBCCDTA and CSEA bargaining units, as applicable.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success

FINANCIAL IMPLICATIONS

The payment of stipends is included in the appropriate 2025-2026 budgets.





Payment of Stipends

Submitted for Board Approval May 14, 2026

[v.4.22.2026.p.2|3]

Head Coaches 11/09/25 – 11/16/25

Playoff Stipend

Ratification: Women's Water Polo team went to Playoffs and the item was submitted after prior board submission deadline.

Employee Name	Location Assignment	Department	Stipend
Gordon, Jordan	CHC	Women's Water Polo	\$1,000.00

Other 08/24/25 – 12/31/25

Pathways to Success Experiential Learning & Asset-Based Pedagogy Projects

Ratification: Due to required grant documents not being completed until Spring and management changes taking place at the same time.

Employee Name	Location Assignment	Department	Stipend
Cuny, Lucas	SBVC	Film, TV & Media	\$1,600.00
Damgen, Carol	SBVC	Communication Studies	\$1,500.00
Mills, Amy	SBVC	English	\$1,500.00

Other 01/01/26 – 05/24/26

Pathways to Success Asset-Based Pedagogy Project

Ratification: Due to required grant documents not being completed until Spring and management changes taking place at the same time.

Employee Name	Location Assignment	Department	Stipend
Damgen, Carol	SBVC	Communication Studies	\$1,500.00
Joshua, Judith	SBVC	English	\$1,500.00
Lyons, Kevin	SBVC	Film, TV & Media	\$1,500.00
Ortiz, Maria	SBVC	Spanish	\$1,500.00
Zarate, Rangel	SBVC	English	\$1,500.00

Other 01/01/26 – 05/24/26

Department Chair Duties (additional coverage assigned)

Ratification: Start date is prior to Board approval due to an immediate need in the department.

Employee Name	Location Assignment	Department	Stipend
Bond, Lauren	CHC	English & Reading	\$1,350.00



Payment of Stipends

Submitted for Board Approval May 14, 2026

[v.4.22.2026.p.3|3]

Other 03/17/26 (single day)

Classified Professionals Connections Week Paint & Sip

Ratification: This item is being ratified due to event details not being solidified prior to the Board date.

Employee Name	Location Assignment	Department	Stipend
Syphengpheth, Kamphoune	SBVC	Arts & Humanities	\$1,500.00

Other 04/02/26 – 06/30/26

Facilitation of Nursing Services program support in Allied Health

Ratification: Emergency appointment/agreement to provide program support coverage for the Nursing Services program in Allied Health due to the unanticipated vacancy of the CNA Program Director position.

Employee Name	Location Assignment	Department	Stipend
Cordova, John	CHC	Allied Health Vocational Nursing Program Director	\$36,900.00
Henrich, Anyssa	CHC	Allied Health Certified Nursing Assistant Program Director	\$11,578.00

Other 05/01/26 – 05/10/26

Zero Textbook Cost for respective listed course.

Employee Name	Location Assignment	Department	Stipend
Gerhartz, David	CHC	Sociology (SOC-105)	\$500.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Consideration of Ratification of the Tentative Agreement with the California School Employees Association (CSEA), Chapter 291 and SBCCD

RECOMMENDATION

It is recommended that the Board of Trustees approve and ratify the Tentative Agreement between the California School Employees Association (CSEA), Chapter 291, and SBCCD concerning Article 7: Pay and Allowances, section 7.11: Standby Duty.

OVERVIEW

The Tentative Agreement was reached as indicated in the attached document.

ANALYSIS

At the August 2025 regular Board of Trustees meeting, SBCCD considered and approved conducting a public hearing and acknowledging an initial proposal to reopen negotiations between the California School Employees Association (CSEA), Chapter 291, and SBCCD. This action authorizes the Parties to negotiate the addition of a section to Article 7: Pay and Allowances.

The attached document reflects the negotiated terms for section Article 7.11: Standby Duty and is subject to ratification by the governing boards of both Parties.

SBCCD GOALS

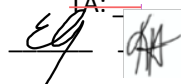
1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost associated with the Tentative Agreement is included in the appropriate budgets, where applicable.



- CSEA Initial Proposal 9/16/2025
- District Counter Proposal #1 11/18/2025
- CSEA Counter Proposal #1 12/09/2025
- District Counter Proposal #1 1/13/2026
- CSEA Counter Proposal #2 2/17/2026
- District Counter Proposal #2 3/10/2026
- CSEA Counter Proposal #3 3/17/2026
- District Counter Proposal #3 4/14/2026

TA: _____ (date)
 _____ (initials)

ARTICLE 7: PAY AND ALLOWANCES

For purposes of this Article, the following shall define the different anniversary dates:

- a. **Anniversary DISTRICT Hire Date.** The date that a unit member is hired into a permanent position with the DISTRICT.
- b. **Anniversary Longevity Date.** The date that a unit member is hired into a permanent position with the DISTRICT, less any unpaid leaves for longer than thirty (30) days at a time.
- c. **Anniversary Seniority/Position Hire Date.** The hire date that a unit member is hired and/or promoted into a new classification.
- d. **Anniversary Step/Increment Date.** The date that a unit member advances to the next step on the salary step schedule.

7.1 **RATE OF PAY.** The DISTRICT will increase the *Classified Salary Schedule* approved by the Board of Trustees as follows:

- a. Effective July 1, 2023, the salary schedule will increase by four and a half (4.5%) percent for all unit members.
- b. CSEA recognizes the DISTRICT’s intent to investigate a funding model for the upcoming fiscal years and will entertain the mutual development of this model. CSEA or the DISTRICT may re-open **Article 7: Pay and Allowances** for the 2024-2025 year as outlined in **Article 25: Completion of Meet and Negotiation** to view the formula and see the proportionate share that will be applied.

7.2 **SHIFT DIFFERENTIAL.**

7.2.1 **Sunrise Shift.** The regular assigned working hours on at least one (1) day of the normal five (5) day work week begins at 5:00 a.m. or earlier. Alternative work schedules such as nine/eighty (9/80) and four/ten (4/10) are excluded from receiving a sunrise differential. The DISTRICT shall pay a shift differential at the rate of one and a half (1.5) percent of a unit member’s daily rate for a sunrise shift.

7.2.2 **Twilight Shift.** The regular assigned working hours on at least one (1) day of the normal five (5) day work week go beyond 6:00 p.m. Alternative work schedules such as nine/eighty (9/80) and four/ten (4/10) are excluded from receiving a twilight differential. The DISTRICT shall pay a shift differential at the rate of one and a half (1.5) percent of a unit member’s daily rate for a twilight shift.

7.2.3 **Swing Shift.** The regular assigned working hours, on at least one (1) day of the normal five (5) day work week, begins at 11:00 a.m. or later and goes beyond 7:30 p.m.

Alternative work schedules such as nine/eighty (9/80) and four/ten (4/10) are excluded from receiving a swing shift differential. The DISTRICT shall pay a shift differential at the rate of two and a half (2.5) percent of the unit member's daily rate for a swing shift.

- 7.2.4 **Graveyard Shift.** The regular assigned working hours, on at least one (1) day of the normally scheduled five (5) day work week begins at 7:00 p.m. or later and goes beyond 3:00 a.m. The DISTRICT shall pay a shift differential at the rate of five (5) percent of the daily rate for a graveyard shift.
- 7.2.5 **Split Shift.** The regular assigned working hours are split by a break of two (2) or more hours on at least one (1) day of the normal five (5) day workweek. The DISTRICT shall pay a shift differential at the rate of two and a half (2.5) percent of the unit member's daily rate for a split shift.
- 7.2.6 **Split Shift and Swing Shift.** Unit members must be concurrently working a split shift and a swing shift in accordance with the provisions of a split shift and a swing shift. The DISTRICT shall pay a shift differential at the rate of five (5) percent of the unit member's daily rate for a split shift and swing shift.
- 7.2.7 **Split Shift and Graveyard Shift.** Unit members must be concurrently working a split shift and a graveyard shift in accordance with the provisions of a split shift and a graveyard shift. The DISTRICT shall pay a shift differential at the rate of seven and a half (7.5) percent of the unit member's daily rate for a split shift and graveyard shift.

~~7.2.8 **Standby Shift.** Unit members shall be compensated at the lowest range of the classified salary schedule, step A.~~

7.3 **SPECIAL COMPENSATION.** Special compensation will be paid for services and/or skills a unit member provides the DISTRICT as listed below.

7.3.1 **Bilingual Premium.** The DISTRICT will pay a bilingual premium of fifty (\$50.00) dollars per month for each foreign language a unit member is required to verbally translate (the only approved foreign language at this time is Spanish and American Sign Language). Premium payments shall be retroactive to the month after successfully passing the examination.

7.3.1.1 Unit members who desire to receive the bilingual premium shall notify the DISTRICT of their intent to take the competency examination prescribed by the DISTRICT. The examination shall be offered annually in March. The DISTRICT reserves the right to determine the competency examination method that determines a member's ability to verbally translate and the examination's content for each premium skill set. Those unit members achieving a score of eighty (80) percent or higher shall be placed in an eligibility pool. Once a unit member has been placed in the eligibility pool, they shall remain eligible for the remainder of their employment with the DISTRICT without further examinations required.

7.3.2 The DISTRICT and the ASSOCIATION will mutually agree upon the locations and the unit member(s) within the DISTRICT sites to receive the bilingual premium, which shall be limited to sixty (60) unit members.

7.3.2.1 In the event that more than one unit member is qualified within a designated area, the criteria for assignment will be:

- a. Needs of the department;
 - b. Proximity of the area(s) of service within the department designated by the DISTRICT;
 - c. Shift availability; and
 - d. Initial date of hire with the DISTRICT in the classified bargaining unit.
- 7.3.2.2 Once identified, such unit member(s) shall receive the premium for a minimum of two (2) years unless they notify the DISTRICT and ASSOCIATION in writing that they choose to discontinue such service. Thereafter, the premium will no longer be paid beginning with the first available payroll period after notification.
- 7.3.2.3 The DISTRICT shall offer the premium to the next unit member in the eligibility pool based on the criteria listed in **Section 7.3.2.1** above assuming there are other unit members in the eligibility pool. Such practice will continue bi-annually thereafter. However, after the two (2) year period this clause does not preclude or limit unit members in any given area/department to receive this premium for more than two (2) years to meet departmental needs.
- 7.3.2.4 Unit member(s) receiving the premium shall continue to receive the premium even if they are administratively transferred to a different assignment/location due to reorganization during the two (2) year period.
- 7.3.2.5 As the bilingual premium is a negotiated benefit available to unit members in the classified unit, eligible unit member(s) shall be offered the opportunity to provide such service and be paid the premium prior to permitting and/or requiring any other DISTRICT employee or volunteer outside the unit to provide such service regardless of whether such DISTRICT employee or volunteer receives additional compensation or not.
- 7.3.3 **Bi-Literate Premium.** The DISTRICT will pay a bi-literate premium of fifty (\$50.00) dollars per month for each foreign language a unit member is required to translate or interpret written material (the only approved foreign language at this time is Spanish).
- 7.3.3.1 Unit members who desire to receive the bi-literate premium shall notify the DISTRICT of their intent to take the competency examination prescribed by the DISTRICT. The examination shall be offered annually in March. The DISTRICT reserves the right to determine the competency examination method that reflects the unit member's ability to translate/interpret and/or compose written material and the examination's content. Those unit members achieving a score of eighty (80) percent or higher shall be placed in an eligibility pool. Once a unit member has been placed in the eligibility pool, they shall remain eligible for the remainder of their employment with the DISTRICT without further examinations required.
 - 7.3.3.2 The DISTRICT and the ASSOCIATION will mutually agree upon the locations and the unit member(s) within the DISTRICT sites to receive the bi-literate premium, which shall be limited to sixty (60) unit members.

- 7.3.3.3 Once identified, such unit member(s) shall receive the premium for a minimum of two (2) years unless they notify the DISTRICT and ASSOCIATION in writing that they choose to discontinue such service. Thereafter, the premium will no longer be paid beginning with the first available payroll period after notification.
- 7.3.3.4 The DISTRICT shall negotiate with the ASSOCIATION which job classifications will receive the bi-literate premium in April immediately after testing.
- 7.3.3.5 As the bi-literate premium is a negotiated benefit available to unit members in the classified unit, eligible unit members shall be offered the opportunity to provide such service and be paid the premium prior to permitting and/or requiring any other DISTRICT employee or volunteer outside the unit to provide such service regardless of whether such DISTRICT employee or volunteer receives additional compensation or not.

7.3.4 **Staff Development/Professional Growth.**

- 7.3.4.1 The staff development and professional growth programs are designed to encourage unit members to continue educational and professional development and to promote activities which will assist unit members in acquiring knowledge and skills necessary to maintain and improve job performance. The DISTRICT will promote opportunities for unit members to reach maximum levels of professional potential and provide training in specific technical knowledge and job-related skills.
 - 7.3.4.1.1 All funding designated by the State of California specifically for Classified Professional Development shall be negotiated with the ASSOCIATION for the use of the funding. Funding sources include but not limited to:
 - a. Classified School Employee Professional Development Block Grant Program
 - b. Professional Development Funds from the Funding Allocation Formula.
- 7.3.4.2 The DISTRICT and the ASSOCIATION shall ensure that an advisory committee is established pursuant to AB 2558 and composed of unit member representatives and shall include an appointed CSEA representative. Once the DISTRICT's development program is developed, upon request of either the DISTRICT or the ASSOCIATION, the PARTIES will meet to negotiate impact and effects.
- 7.3.4.3 To recognize and celebrate the accomplishments of classifieds contribution to the DISTRICT, the PARTIES agree to the following:
 - a. The DISTRICT will allocate one (1) week but no more than seven (7) days as Classified School Employees Week (CSEW) during the months of May or June and two (2) days; one (1) day in the month of August and one (1) day in the month of January as In-Service Day;
 - b. To encourage participation by all classified members the immediate supervisor and classified unit member will mutually agree to adjust

the members work schedule to allow for participation in the above events; and

- c. All pay differentials that the unit member receives will not be altered by this schedule change.

7.4 **ENROLLMENT REIMBURSEMENT FEES FOR UNIT MEMBERS.** The DISTRICT shall reimburse permanent unit members employed at least twenty (20) hours per work week with one (1) year of service for credit courses, excluding community service courses, successfully completed with a grade of “C” or better at either of the two (2) DISTRICT campuses provided all of the following conditions are satisfied:

- 7.4.1 All classes must be taken outside of the regularly scheduled working hours of the unit member.
- 7.4.2 Only those classes offered by either of the two (2) DISTRICT campuses shall qualify for fee reimbursement.
- 7.4.3 To qualify for enrollment fee reimbursement, a unit member must present verification of successful completion of the course and out-of-pocket expense for enrollment fee(s) only.
- 7.4.4 Enrollment fee reimbursement shall be limited to the current enrollment fee per semester for each unit member.
- 7.4.5 All courses for which a unit member seeks tuition reimbursement must have prior approval by their immediate supervisor and then the Chancellor’s designee. If the request is denied, it may be appealed to the Chancellor. Forms can be found in **Appendix D: Tuition/Enrollment Reimbursement Forms** and on the DISTRICT website.
- 7.4.6 **Reimbursement.** Unit members on the classified unit member salary schedule shall be eligible for eighty (80) percent tuition cost reimbursement for courses completed outside of the DISTRICT with a grade of “C” or better which pertain to their classified position. Such reimbursement shall be actual costs not to exceed twenty-four (24) semester / thirty-six (36) quarter units of coursework per year. However, no tuition cost paid by the DISTRICT is to exceed on a per unit basis cost of similar coursework at the University of California.
 - Only full-time unit members who have completed their probationary period shall be eligible for this benefit.
 - All courses for which a unit member seeks tuition reimbursement must have prior approval by their immediate supervisor and the Chancellor’s designee. If the request to the immediate supervisor is denied, it may be appealed to the Chancellor’s designee.

7.5 **ENROLLMENT REIMBURSEMENT FEES FOR BENEFIT ELIGIBLE DEPENDENTS.** The DISTRICT shall reimburse benefit eligible dependents of unit members employed at least twenty (20) hours per work week with one year of service for credit courses, excluding community service courses, successfully completed with a grade of “C” or better at either of the two (2) DISTRICT campuses provided all of the following conditions are satisfied:

- 7.5.1 Only those classes offered by either of the two (2) DISTRICT campuses shall qualify for fee reimbursement.
- 7.5.2 To qualify for enrollment fee reimbursement, the unit member or benefit eligible dependent must present verification of successful completion of the course and out-of-pocket expense for enrollment fee(s) only.
- 7.5.3 Enrollment fee reimbursement shall be limited to the current enrollment fee(s) per semester for each unit member and their eligible dependents.
- 7.5.4 Definition of Benefit Eligible Dependent includes a spouse, registered domestic partner or child. 1) Child up to age nineteen (19); 2) Child between age nineteen through twenty-five (19-25) if they attend school full-time (nine (9)+ units) or are more than fifty (50) percent financially dependent and are not married and reside with parent or are away at college; and 3) Disabled children over age nineteen (19).
- 7.5.5 During the term of this AGREEMENT the PARTIES agree to meet annually to review the annual allocation of seventy-five thousand (\$75,000) dollars for unit members to determine if adjustments are needed.
- 7.6 **PAYCHECKS.** All payroll warrants of unit members within the unit shall be itemized to include all deductions, subject to payroll procedures of the County Superintendent of Schools.
- 7.7 **FREQUENCY.** All unit members shall be paid once per month payable on the last working day of the month. The DISTRICT shall not be responsible for delays or errors caused by instrumentalities beyond its control, including the Office of the County Superintendent of Schools or the U.S. Mail.
- 7.8 **SPECIAL PAYMENTS.** Any payroll adjustment due to a unit member as a result of working out of class, re-computation of hours, or other reasons other than procedural errors shall be made by a supplemental check issued not later than the next regular pay period.
- 7.8.1 **Payroll Errors.** Payroll error includes any adjustment which affects the unit member's net pay. Whenever it is determined an error has been made in the wages of a unit member, the PARTY identifying the error shall notify the other PARTY in writing as soon as possible.
- 7.8.2 **Underpayment.** In the event of DISTRICT determination of an underpayment to the unit member, the DISTRICT will provide the unit member with a statement of the correction and payment within five (5) workdays. No underpayment for which a correction must be made, shall exceed a period of three (3) years.
- 7.8.3 **Overpayment.** In the event of an overpayment to the unit member, the unit member will be given a reasonable opportunity to meet with DISTRICT representatives to discuss the error. In the event that the DISTRICT and the unit member do not mutually agree to a repayment schedule, the DISTRICT will deduct a portion of the unit member's wages (not to exceed ten (10) percent of the monthly net salary) in subsequent months until the DISTRICT is fully reimbursed. An exception to the ten (10) percent deduction restriction shall be made when the unit member's employment in the DISTRICT is in the process of being or has been terminated or the full ten (10) percent deduction would cause undue hardship on the unit member.

~~7.9~~ **PAYROLL ADJUSTMENT.** In the event of any salary adjustment due to unauthorized absences and/or overuse of any paid leave accrual indicated on a unit member's monthly absence report, the unit member shall be provided written notification via email detailing the adjustment amount no later than five (5) days before the pay date of the adjustment.

In the case of unauthorized leave, on the first occasion the immediate supervisor shall meet with the unit member to discuss the unauthorized leave(s) prior to the payroll adjustment. Unit members who repeatedly engage in unauthorized leave(s) and have previously had an informal discussion with their immediate supervisor may be subject to discipline in accordance with **Article 17: Discipline**.

~~7.10~~ **PROMOTION.** A promotion shall be defined as a unit member being moved to a higher classification with a corresponding higher starting salary for that higher classification. Unit members promoted shall be given a five (5) percent salary increase over their present salary and shall be placed on the step of the range of their new classification which most nearly corresponds to the five (5) percent increase but not less than such increase. If, however, the five (5) percent increase exceeds *Step J* on the range of the new classification, the unit member shall be placed on *Step J*. If a unit member is eligible for a step increase in their old classification within ninety (90) days of the effective date of the promotion, such step increase shall be used for purposes of computing a five (5) percent promotional salary increase.

7.10.1 **Initial Placement of Promoted Unit Members.** A promoted unit member's previous experience may warrant a higher placement, which in no case exceeds Step C unless the provisions of **Section 7.10** apply. Unit members placed on Step A of the salary schedule will be advanced to Step B on the first of the month following six (6) complete months of service. Unit members who are initially placed on any step other than Step A will be advanced to the next step on the first of the month following twelve (12) complete months of service. All advancements thereafter will be on a yearly basis.

7.10.2 **Initial Placement of New Unit Members.** New unit members are placed on Step A of the salary schedule unless previous experience warrants a higher placement, which in no case exceeds Step C. Unit members placed on Step A of the salary schedule will be advanced to Step B on the first of the month following six (6) complete months of service. Unit members who are initially placed on any step other than Step A will be advanced to the next step on the first of the month following twelve (12) complete months of service. All advancements thereafter will be on a yearly basis.

(Renumber starting here)

~~7.11~~ **STANDBY DUTY.** Standby duty is defined as a period when the ~~District~~ **DISTRICT** determines there is a need to place a unit member on temporary call back to the worksite. For this Section, "worksite" refers to the location where the unit member must physically go to perform their assigned tasks.

The assignment of standby duty shall be pursuant to Article 6: Hours of Work and Overtime, Section 6.11, when applicable. The DISTRICT will work through a list of bargaining unit members in worksite seniority order starting with the most senior to the least senior. In the event that no member accepts standby duty the least senior will be automatically be assigned the duty. When a unit member **accepts the assignment and** is placed on standby duty by their immediate supervisor ~~or designee~~, **they shall be compensated at the lowest range of the classified salary schedule**, ~~step A of the member's current~~

~~salary range the State minimum wage they will receive compensation, at the unit member's standard rate of pay for each full hour or any portion thereof of standby waiting time of standby duty. Compensation (Article 7.2.8) for standby waiting time will cease when the unit member physically reports to the worksite, or is released by their immediate supervisor or designee. at which time their regular Members on standby duty will be entitled to their contractually prescribed compensation rate will apply. be~~

~~If standby waiting time plus regular compensation results in overtime, that rate shall be based on the calculated weighted blended rate method for hours the standard overtime rate of the member in excess of the eight (8) hours workday or forty (40) hour workweek beyond forty (40) hours per workweek, and in accordance with Article 7.11. The unit member reserves the right to determine the type of overtime compensation received (see Article 6.9) once they report to the worksite. All standby work duty compensation will end at the completion conclusion of the standby work shift. Standby work shift will cease upon the completion of the standby duty. A need for any additional standby duty assignments will reinitiate the standby duty process.~~

7.11.1 Unit members placed on restricted standby duty are subject to the following requirements:

- a. While on standby, unit members will be ready to respond immediately to a call-back to the worksite, or return a call or e-mail within a specific time established by the unit members' immediate supervisor or designee;
- b. Unit members assigned to restricted standby duty by their immediate supervisor or designee shall: (1) leave a telephone number where they can be reached, and (2) If after being told to report to the worksite, the unit member shall immediately report to worksite and arrive no later than the time it takes to commute between the unit member's home and the worksite if required by the immediate supervisor or designee.
- c. Unit members shall remain in the general vicinity of their home or worksite during the restricted standby period;
- d. Unit members shall refrain from intoxicants or other activities that might impair the ability to perform assigned duties; and
- e. Unit members must notify their immediate supervisor or designee immediately if unable to be on standby due to an unforeseen emergency or illness.

~~The DISTRICT reserves the right to determine the necessity for and assign standby duty at least seventy-two (72) hours in advance, at least seventy-two (72) hours when possible and only with shorter notice in rare circumstances or emergency situations. such as natural disasters, public utility shutoffs, or extreme inclement weather. In the event of an emergency where no notification is given at least less than seventy-two (72) hours in advance notification is given, the unit member retains the right to object refuse and the immediate supervisor or designee will follow the process outlined in Section 6.11.2 before directing the unit member to work the standby duty.~~

7.12 **MINIMUM CALL-BACK TIME.** Any unit member called back from off-campus to perform services outside their regular hours shall receive a minimum compensation of three (3) hours for such services. This Section shall not apply where such services are performed immediately preceding or succeeding the unit member's regular hours.

7.13 **WORKING OUT-OF-CLASS.** Any unit member required to work outside of their classification performing work outside the scope of their job duties for five (5) or more working days within a fifteen (15) calendar day period shall have their salary adjusted

upward beginning with the first working day in the higher classification. A unit member required to work out of class shall receive a five (5%) percent salary increase unless the increase exceeds the highest step of the higher classification, in which case the unit member shall be paid at the highest step. Any working out of class assignments shall be limited to six (6) months unless the period is extended by mutual agreement by the DISTRICT and the ASSOCIATION.

7.13.1 Unit members required to work out of classification not within the bargaining unit shall have their salary adjusted to the rate of pay of the position that is not within the bargaining unit if it exceeds their current salary range. The DISTRICT and the ASSOCIATION shall meet and negotiate the effects.

~~7.14~~ **IN-SERVICE TRAINING.** The DISTRICT shall continue to support and provide an in-service training program. An ad hoc advisory committee established by the DISTRICT and including ASSOCIATION representatives shall continue to study training needs and recommend in-service programs. DISTRICT approved in-service training shall take place during regular working hours at no loss of pay or benefits to unit members. This shall also include ASSOCIATION provided trainings and workshops provided during classified appreciation week, days and calendared flex days.

~~7.15~~ **STEP PLACEMENT AFTER VOLUNTARY DEMOTION.** The salary of a unit member taking a voluntary demotion shall be placed at Step J of the new range unless Step J results in a salary increase over the unit member's old classification. In such case, the unit member shall be placed on the highest step in the new classification which would not result in a salary increase over the unit member's old classification (See **Article 15: Vacancies, Transfers, Voluntary Demotions, In House Or Promotional Only Recruitments, Section 15.2**).

~~7.16~~ **TAX DEFERRED STATUS FOR CONTRIBUTIONS.** The DISTRICT agrees to initiate tax-deferred status for PERS for all unit members in the PERS Retirement System.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: May 14, 2026

SUBJECT: Consideration of Ratification for Contracts at or Above \$119,100

RECOMMENDATION

It is recommended that the Board of Trustees ratify the contracts on the attached list which are routine in nature, support the ongoing operation of the District, and have a total contract cost at or above \$119,100.

OVERVIEW

In accordance with SBCCD Board Policy 6100, Delegation of Authority, The Board of Trustees delegates authority to the Chancellor to supervise the general business procedures of the District to assure the proper administration of property and contracts. District staff is presenting the attached purchase and/or contract requests, which meet or exceed the formal bid limits, for Board approval in the form of ratification.

ANALYSIS

The California Board of Governors sets the formal bid limit for procurement of goods and/or services on an annual basis. The formal bid limit for the current calendar year has been set at \$119,100. Ratification of the contracts on the attached list will allow for the successful ongoing operation of the District. Construction services are not included in this board item.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

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





Contracts At or Above \$119,100
Submitted for Ratification May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31839	Braille It Inc	Braille Transcription	SBCCD	ATPC	\$ 120,000.00		
	Professional Services for Braille Transcription; contract term from 07/01/2026 to 06/30/2029						
31765	Ceja, Jose Luis	Braille Transcription	SBCCD	ATPC	\$ 150,000.00		
	Professional Services for Braille Transcription; contract term from 07/01/2026 to 06/30/2029						
31240	Colton Joint USD	Amendment 01	SBVC	Adult Education	\$ 1,065,724.00		\$ 37,173.00
	Subgrantee agreement for AB104 California Adult Education Program (CAEP); Subgrantee to provide services of the grant objectives; this is to approve Amendment 01 - to increase funding by \$37,173 and update payment schedule; contract term from 07/01/2025 to 06/30/2026						
31767	Denault, Mary	Braille Transcription	SBCCD	ATPC	\$ 225,000.00		
	Professional Services for Braille Transcription; contract term from 07/01/2026 to 06/30/2029						



Contracts At or Above \$119,100
 Submitted for Ratification May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31841	Higa, Dominick	Braille Transcription	SBCCD	ATPC	\$ 150,000.00		
	Professional Services for Braille Transcription; contract term from 07/01/2026 to 06/30/2029						
31074	San Bernardino City USD	Amendment 01	SBVC	Adult Education	\$ 6,714,121.00		\$ 234,194.00
	Subgrantee agreement for AB104 California Adult Education Program (CAEP); Subgrantee to provide services of the grant objectives; this is to approve Amendment 01 - to increase funding by \$234,194 and update payment schedule; contract term from 07/01/2025 to 06/30/2026						
30984	San Bernardino County Sheriff's Department	Amendment 01	SBVC	Police Academy	\$ 3,749,613.00		\$ 654,738.00
	Basic Training Agreement for Peace Officer Standards and Training (POST): Rate \$3.93 Per Student Per Instructional Hour; this is to approve Amendment 01 - to increase funding by \$654,738 and update payment schedule; contract term from 07/01/2025 to 06/30/2030						
31114	San Bernardino County Superintendent of Schools	Amendment 01	SBVC	Adult Education	\$ 626,921.00		\$ 21,868.00
	Subgrantee agreement for AB104 California Adult Education Program (CAEP); Subgrantee to provide services of the grant objectives; this is to approve Amendment 01 - to increase funding by \$21,868 and update payment schedule; contract term from 07/01/2025 to 06/30/2026						



Contracts At or Above \$119,100
Submitted for Ratification May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31775	Velo, Brian	Braille Transcription	SBCCD	ATPC	\$ 150,000.00		
	Professional Services for Braille Transcription; contract term from 07/01/2026 to 06/30/2029						
31835	Wilhelm, Tamera	Braille Transcription	SBCCD	ATPC	\$ 120,000.00		
	Professional Services for Braille Transcription; contract term from 07/01/2026 to 06/30/2029						
31148	Yucaipa-Calimesa Joint USD	Amendment 01	SBVC	Adult Education	\$ 822,058.00		\$ 28,675.00
	Subgrantee agreement for AB104 California Adult Education Program (CAEP); Subgrantee to provide services of the grant objectives; this is to approve Amendment 01 - to increase funding by \$28,675 and update payment schedule; contract term from 07/01/2025 to 06/30/2026						

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Heather M. Madole, Administrative Officer

DATE: May 14, 2026

SUBJECT: Consideration of Approval of Individual Memberships

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached list of individual memberships.

OVERVIEW

The County of San Bernardino District Financial Services Division requires certification of Board minutes, that are in accordance with provisions of legal codes for the State of California, to pay invoices for memberships. Whenever possible, SBCCD purchases institutional memberships to be used districtwide. The individual requesting membership has reviewed, and confirms, the District does not currently subscribe to an institutional membership and the association to which they are requesting membership only offers Individual memberships. The memberships requested are related to job duties and functions to promote and advance our institutions and students.

ANALYSIS

Education Code Section 35172 (d) Subscribe for membership for any school under its jurisdiction in any society, association, or organization which has for its purpose the promotion and advancement of public or private education. (e) Subscribe for membership in, or otherwise become a member of, any national, state, or local organization of governing boards of school districts or members thereof which has for its purposes the promotion and advancement of public education through research and investigation, and the cooperation with persons and associations whose interests and purposes are the betterment of the educational opportunities of the children of the state.

Education Code Section 35160.1 (a) The Legislature finds and declares that school districts, county boards of education, and county superintendents of schools have diverse needs unique to their individual communities and programs. Moreover, in addressing their needs, common as well as unique, school districts, county boards of education, and county superintendents of schools should have the flexibility to create their own unique solutions. (b) In enacting Section





Individual Memberships

Submitted for Approval May 14, 2026

[v.4.29.2026.p.2]3]

35160, it is the intent of the Legislature to give school districts, county boards of education, and county superintendents of schools broad authority to carry on activities and programs, including the expenditure of funds for programs and activities which, in the determination of the governing board of the school district, the county board of education, or the county superintendent of schools are necessary or desirable in meeting their needs and are not inconsistent with the purposes for which the funds were appropriated. It is the intent of the Legislature that Section 35160 be liberally construed to affect this objective. (c) The Legislature further declares that the adoption of this section is a clarification of existing law under Section 35160.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

Membership associated with this board item are included in the funding source as attached.



Individual Memberships

Submitted for Approval May 14, 2026

[v.4.29.2026.p.3]3]

SITE, INDIVIDUALS, AND AMOUNT	MEMBERSHIP AND FUNDING SOURCE
<p>Crafton Hills College Joshua Orosco \$341.00</p>	<p>International Facilities Management Association (IFMA) Custodial General Fund</p>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Kevin Horan, President, Crafton Hills College
Dr. Gilbert J. Contreras, President, San Bernardino Valley College

PREPARED BY: Mike Strong, Vice President, Administrative Services, Crafton Hills College
Leticia Hector, Vice President, Instruction, San Bernardino Valley College

DATE: May 14, 2026

SUBJECT: Consideration of Approval of Donations

RECOMMENDATION

It is recommended that the Board of Trustees approve the following donations made to Crafton Hills College (CHC) and San Bernardino Valley College (SBVC).

OVERVIEW

Site/Program	Donation Item	Source
CHC – Fire Academy Program	2007 KME Renegade Type 1 Fire Engine	City of Rancho Cucamonga
SBVC – Automotive Program	Used Lithium Battery Prismatic Cells	Orange EV
SBVC – Automotive Program	2013 Toyota Tacoma 2013 Ford Explorer	Yaamava Fleet Services

ANALYSIS

All items donated will support instructional and training programs as listed at each campus in the Overview above.

SBCCD GOALS

Use those that apply from the list.

1. Eliminate Barriers to Student Access and Success
2. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

No cost to District.



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: May 14, 2026

SUBJECT: Consideration of Approval of Surplus Property and Authorization for Private Sale or Disposal

RECOMMENDATION

It is recommended that the Board of Trustees declare the equipment and/or materials listed on the attached as surplus property and direct the Business Office to arrange for its sale or disposal.

OVERVIEW

California Education Code 81452 states that if a governing board, by a unanimous vote of those members present, finds that property, whether one or more items, does not exceed in value the sum of \$5,000, the property may be sold at private sale without advertising or disposed of.

ANALYSIS

The items listed on the attached have been identified as obsolete and no longer usable. Upon approval by the board, they will be sold or disposed of through reputable auction houses and/or salvage companies.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

Funds for materials sold will be provided to the district after auction and positively impact the budget.



Non-Fixed Assets Surplus Report
May 14, 2026

<u>Description</u>	<u>Quantity (ea)</u>
Dell Latitude 5501	7
Dell Latitude 5590	1
Dell Precision 3530	1
Dell Optiplex 7050	1
Dell Optiplex 7060	3
Dell Precision Tower 3620	1
HP Z440	1

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steve Sutorus, Executive Director, Fiscal Services

DATE: May 14, 2026

SUBJECT: Consideration of Approval to Adopt Resolution #2026-05-14-FS-02 Approving Transfers from the Reserve for Contingencies to Various Expenditure Classifications

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution #2026-05-14-FS-02 approving the transfer of funds from the reserve for contingencies to various expenditure classifications as indicated in the attached resolution.

OVERVIEW

The 2025-26 Final Budget adopted by the Board of Trustees on September 11, 2025, represented SBCCD's best estimates for income and expenditures for the fiscal year. However, as the year progresses, additional income is sometimes received and must be distributed to appropriate accounts, expenditures change from projected levels, and increased costs may need to be covered. As provided in Title 5, §58307, and in accordance with SBCCD Administrative Procedure 6250, the Board of Trustees shall approve the transfer of funds, upon recommendation of the Chancellor, from the reserve for contingencies to any expenditure classification. Transfers of funds shall be done via the adoption of a resolution by a two-thirds majority vote.

ANALYSIS

The Board is being asked to adopt a resolution approving budget transfers from the reserve for contingencies to the expenditure classifications indicated on the attached resolution.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The approval of this board item will reduce the reserve for contingency accounts by the amounts indicated in the attached resolution.



**RESOLUTION #2026-05-14-FS-02 OF THE BOARD OF TRUSTEES OF THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
TO APPROVE TRANSFERS FROM RESERVE FOR CONTINGENCIES TO
VARIOUS EXPENDITURE CLASSIFICATIONS**

[v.3.20.2026.p.1]2]

ON MOTION of Member _____, seconded by Member _____,
the following resolution is hereby adopted:

WHEREAS, on the 11th day of September, 2025, the San Bernardino Community College District (the District) adopted the 2025-26 Final Budget specifying the maximum amount which may be expended for each classification of expenditure; and

WHEREAS, Title 5, §58307 of the California Code of Regulations and District Administrative Procedure 6250 allows the Board of Trustees to approve transfers from the reserve for contingencies to any expenditure classification; and

WHEREAS, transfers of funds shall be done via the adoption of a resolution by a two-thirds majority vote; and

WHEREAS, the transfers listed on the attached Exhibit A were deemed necessary and prudent by the District;

NOW THEREFORE, BE IT RESOLVED that the governing body of the San Bernardino Community College District hereby adopts this resolution and authorizes, by a two-thirds majority vote, to approve said transfers.

PASSED AND ADOPTED by the Board of Trustees on May 14, 2026, by the following majority vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)

I, Diana Z. Rodriguez, Ed.D., Secretary to the Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this _____ day of _____, 20_____.

_____ Secretary to the Board of Trustees

San Bernardino Community College District
 Resolution to Appropriate Assured Income Over the Final Budgeted Allocation
 From General Reserve to Various Expenditure Classifications
 May 14, 2026

Fund 44 Bond Measure CC						
			276,179,687	2025-26 Initial Fund Balance		
			<u>(1,317,237)</u>	Net Change from Previous Transfers		
			274,862,450	Fund Balance Before Transfer(s)		
BOARD APPROVED	DATE OF TRANSFER	RERERENCE #	TO/(FROM) RESERVE	EXPENDITURE CLASSIFICATION	JUSTIFICATION	
5/14/2026	3/9/2026	BT24217	(27,700,000)	6000 Capital Outlay	Additional bond expenses approved for FY2025-26	
			<u>(27,700,000)</u>	Total Approved at this Board Meeting		
			<u>247,162,450</u>	Fund Balance After Transfer(s)		

Fund 78 Self Insurance						
			737,123	2024-25 Initial Fund Balance		
			<u>(150,000)</u>	Net Change from Previous Transfers		
			587,123	Fund Balance Before Transfer(s)		
APPROVED	TRANSFER	RERERENCE #	RESERVE	CLASSIFICATION	JUSTIFICATION	
5/14/2026	3/16/2026	BT24375	(200,000)	6000 Capital Outlay	Increase in Insurance Premium	
			<u>(200,000)</u>	Total Approved at this Board Meeting		
			<u>387,123</u>	Fund Balance After Transfer(s)		

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Diana Z. Rodriguez, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Steven J. Sutorus, Executive Director of Business & Fiscal Services
DATE: May 14, 2026
SUBJECT: Consideration of Approval to Accept Independent Audit of KVCR TV and FM

RECOMMENDATION

It is recommended that the Board of Trustees accept the independent audit report of KVCR TV and FM for fiscal year 2024-25.

OVERVIEW

Each year KVCR undergoes an independent audit, after which the audit firm prepares a written report detailing its financial statements.

ANALYSIS

Eide Bailly LLP has conducted the yearly independent audit for the period ending June 30, 2025, and returned the attached report.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

This Board item has no financial implications.

Consolidated Financial Statements
June 30, 2025

KVCR TV and FM

(A Public Telecommunications Entity Operated by the
San Bernardino Community College District)

KVCR TV and FM
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June 30, 2025

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Independent Auditor's Report

To the Board of Directors
San Bernardino Community College District
KVCR TV and FM
San Bernardino, California

Report on the Audit of the Financial Statements

Opinion

We have audited the consolidated financial statements of KVCR TV and FM, a public telecommunications entity operated by San Bernardino Community College District (the District), as of and for the year ended June 30, 2025, and the related notes to the consolidated financial statements, which collectively comprise the Entity's basic consolidated financial statements as listed in the table of contents.

In our opinion, the accompanying consolidated financial statements referred to above present fairly, in all material respects, the respective consolidated financial position of KVCR TV and FM (the Entity), as of June 30, 2025, and the respective changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Entity, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Adoption of New Accounting Standard

As discussed in Note 1 and Note 12 to the financial statements, the Entity has adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 101, *Compensated Absences*, for the year ended June 30, 2025. Accordingly, a restatement has been made to the net position as of July 1, 2024, to restate beginning net position. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

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

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Entity's ability to continue as a going concern for twelve months beyond the consolidated financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the consolidated financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the consolidated financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the consolidated financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Entity's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 5 through 12 be presented to supplement the basic consolidated financial statements. Such information is the responsibility of management and although not a part of the basic consolidated financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic consolidated financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic consolidated financial statements, and other knowledge we obtained during our audit of the basic consolidated financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements that collectively comprise the Entity's basic consolidated financial statements. The accompanying supplementary information is presented for purposes of additional analysis and is not a required part of the basic consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic consolidated financial statements or to the basic consolidated financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the accompanying supplementary information is fairly stated, in all material respects, in relation to the basic consolidated financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 26, 2026 on our consideration of the Entity's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Entity's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Entity's internal control over financial reporting and compliance.

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

Ontario, California
March 26, 2026

KVCR TV and FM
Management's Discussion and Analysis
June 30, 2025

USING THIS ANNUAL REPORT

The purpose of this annual report is to provide readers with information about the combined financial activities and condition of KVCR TV and FM (the Stations) and KVCR FNX, as of June 30, 2025. The report consists of three basic consolidated financial statements: Statement of Net Position; Statement of Revenues, Expenses, and Changes in Net Position; and Statement of Cash Flows and provides information about the Stations and KVCR FNX as a whole. This section of the annual financial report presents our discussion and analysis of the Entity's consolidated financial performance for the fiscal years ending June 30, 2025 and 2024, and is best read in conjunction with the consolidated financial statements and the notes following this section.

Statements of Net Position

Table 1

	<u>2025</u>	<u>2024*</u>
Assets		
Cash, cash equivalents and investments	\$ 617,513	\$ 2,197,373
Receivables	11,887,633	11,030,142
Other current assets	2,490,347	298,201
Capital assets, net	<u>246,413</u>	<u>374,472</u>
Total assets	<u>15,241,906</u>	<u>13,900,188</u>
Liabilities		
Accounts payable	214,808	210,085
Due to related party	3,022,535	3,018,650
Unearned revenue	3,589,667	1,913,484
Long-term liabilities		
Long-term liability, due within one year	409,727	61,475
Long-term liability, due in more than one year	<u>696,880</u>	<u>309,885</u>
Total liabilities	<u>7,933,617</u>	<u>5,513,579</u>
Deferred Inflows of Resources		
Deferred inflows of resources related to leases	<u>4,479,664</u>	<u>4,777,079</u>
Net Position		
Net investment in capital assets	(63,472)	3,112
Unrestricted	<u>2,892,097</u>	<u>3,606,418</u>
Total net position	<u>\$ 2,828,625</u>	<u>\$ 3,609,530</u>

* Amounts have not been restated for the effects of the implementation of GASB Statement No. 101. See Note 12 for further information.

Financial Position

The Statements of Net Position above includes all assets, liabilities and deferred inflows of resources of the Entity as of the end of the fiscal year and is prepared using the accrual basis of accounting, which is similar to the accounting method used by most private-sector organizations. The Statement of Net Position is a point-of-time financial statement whose purpose is to present to the readers a fiscal snapshot of the Entity as a whole. The Statement of Net Position primarily presents end-of-year data concerning assets, liabilities, deferred inflows of resources and net position (total assets minus total liabilities and deferred inflows of resources). Net position is one way to measure the financial condition of the Entity as a whole.

The following are explanatory remarks for the Statements of Net Position:

- Cash and cash equivalents consists of only cash awaiting deposit. Once the funds are deposited into the County Treasurer's investment pool, they are classified as investments.
- Due from related party and accounts receivable primarily consist of revenues from local and State sources from which the Entity had earnings, but which were not received as of the fiscal year-end date.
- Lease receivables consists of the present value of payments expected to be received during the lease term for the leasing of real property. The deferred inflow of resources consists of initial amount of the lease receivable less any payments that have been received.
- Capital assets consist of furniture and equipment, vehicles, computer software and leased cellular tower space. Net capital assets is the historical value of the assets less accumulated depreciation and amortization. The decrease in the balance of net capital assets is due to current year depreciation and amortization, respectively.
- Due to related party and accounts payable consist of operating expenses which the Entity incurred, but for which payments were not issued as of year-end.
- Unearned revenue consists of amounts received in advance of required program expense being incurred. This revenue will become earned in the 2025-2026 fiscal year as program related expenses are incurred.
- Lease liabilities consists of the present value of payments expected to be made during the Entity's lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made.
- The net position is divided into two major categories. The first category, net investments in capital assets, represents total investments in capital assets, net of outstanding debt obligations related to those capital assets. The second category is unrestricted net position that is available to be used for any lawful purpose of the Entity.

KVCR TV and FM
Management's Discussion and Analysis
June 30, 2025

Statements of Revenues, Expenses, and Changes in Net Position

Changes in total net position are presented in the Statements of Revenues, Expenses, and Changes in Net Position. The purpose of this statement is to present the operating and nonoperating revenues earned, whether received or not; the operating and nonoperating expense incurred, whether paid or not; and any other revenues, expenses, gains and/or losses earned or incurred. Thus, this statement presents the results of operations for the Entity as a whole.

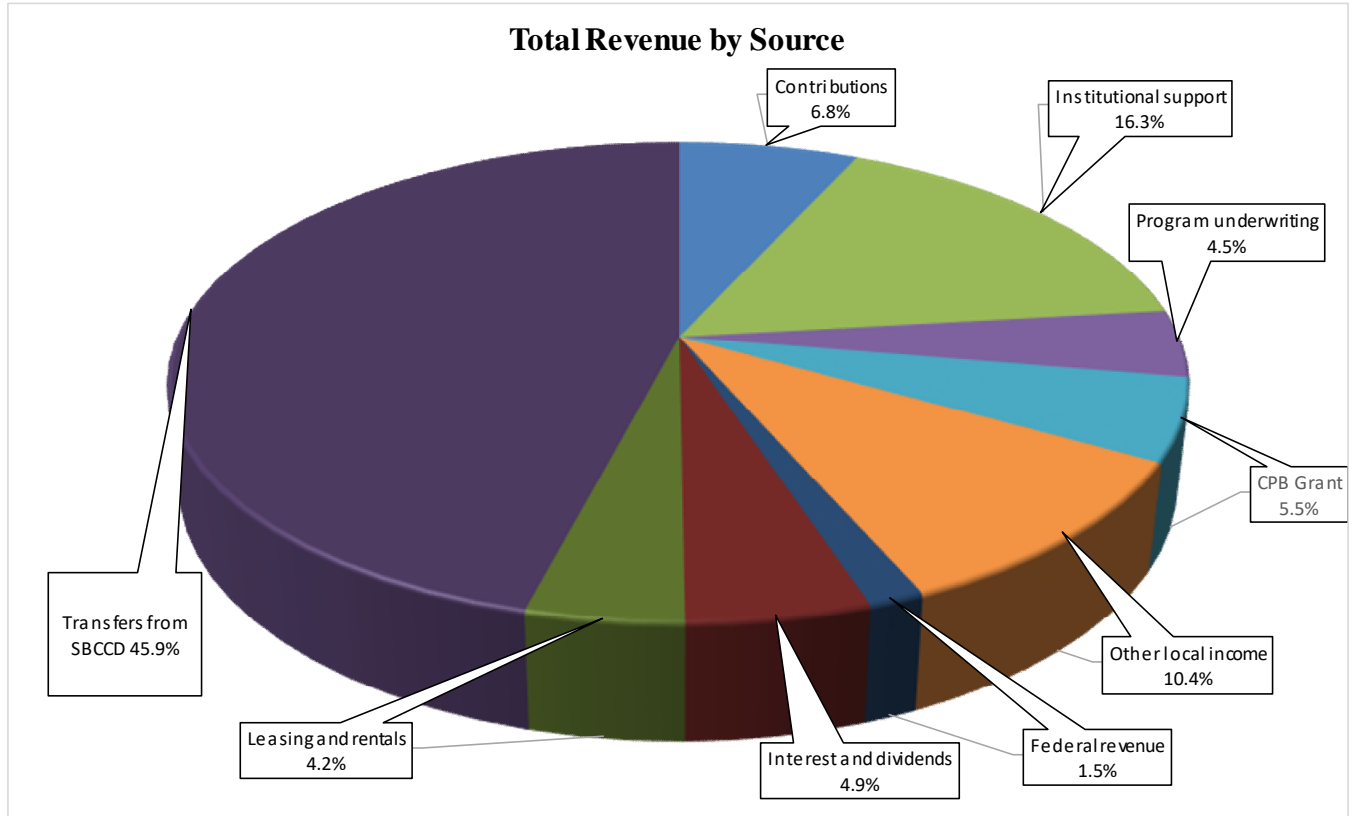
Operating revenues are earned from public contributions, grants, underwriting, and other local sources. Other revenues include interest and dividend income, leasing and rental income, and a transfer for program support from the San Bernardino Community College District.

Table 2

	2025	2024*
Operating Revenues		
Federal revenue	\$ 133,735	\$ 780,181
Contributions	608,946	1,274,349
Institutional support	1,460,115	1,563,491
CPB grants	496,959	528,024
Other local income	1,345,033	922,444
Total operating revenues	<u>4,044,788</u>	<u>5,068,489</u>
Operating Expenses	<u>8,979,756</u>	<u>8,795,466</u>
Total operating loss	<u>(4,934,968)</u>	<u>(3,726,977)</u>
Other Revenues		
Investment income, net	444,406	529,996
Leasing and rentals	378,788	292,224
Transfers in from related party, net	4,113,916	3,106,196
Total other revenues	<u>4,937,110</u>	<u>3,928,416</u>
Change in Net Position	<u>\$ 2,142</u>	<u>\$ 201,439</u>

* Expenses have been not restated for the effects of the implementation of GASB Statement No. 101. See Note 12 for further information.

Below is an illustration of total revenues by source:

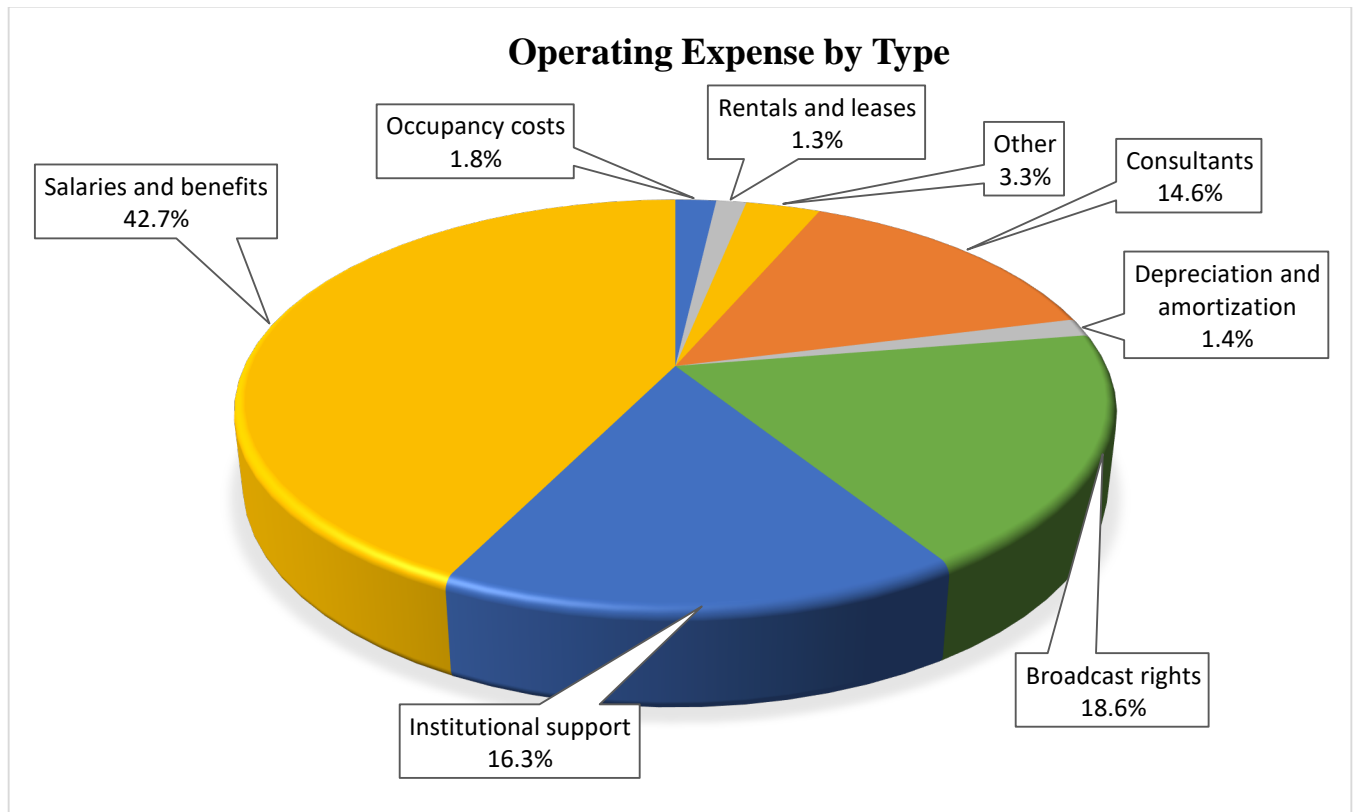


The following are explanatory remarks for the Statements of Revenues, Expenses, and Changes in Net Position:

- Total operating expenses increased by \$184,290 from the prior year due to inflationary pressure on yearly vendor agreements, large scale production commitments and staffing growth.

KVCR TV and FM
Management's Discussion and Analysis
June 30, 2025

Below is an illustration of total operating expense by type:



The Entity's operating expenses are shown below (with explanatory remarks):

- Program services:
 - ◆ Programming and production expenses incurred to purchase, schedule, produce and prepare programs for broadcast.
 - ◆ Broadcasting expenses incurred to prepare, store, check quality, verify automation asset management, play out, and monitor program streams, as well as installation and maintenance of equipment necessary for technical operations of the Station, and transmission costs such as rents and utilities.
 - ◆ Program information and promotions expenses incurred to maintain the Station's website, and design and procure promotional materials.
- Management and general: Expenses incurred for management services such as operations, accounting, administrative, and legal services.
- Fundraising: All costs for pledge premiums, membership administrative services, database management costs, and expenses incurred for underwriting, grant, and other solicitations to support the Station.

KVCR TV and FM
Management's Discussion and Analysis
June 30, 2025

- Depreciation of capital assets is computed and recorded using the straight-line method. A capitalization threshold of \$5,000 is maintained for computer software and furniture and equipment. Useful lives of assets are estimated as follows:
 - ◆ 3 to 20 years for furniture and equipment
 - ◆ 8 years for computer software

Statements of Cash Flows

The Statements of Cash Flows shown below provides information about cash receipts and cash payments during the fiscal year. The statement also assists readers in understanding the Entity's ability to generate net cash flows, and its ability to meet obligations as they come due, or the need for assistance via external financing. The Entity has adopted the indirect cash flow method which shows a reconciliation from reported change in net position to cash provided by operating, financing, and investing activities.

Additional explanatory information for the statement is as follows:

- The main cash receipts from operating activities consist of grant funding, membership, production services, underwriting, and District support.
- Cash outlays include payment of salaries, benefits, programming, production, and other operating expenses.

Table 3

	<u>2025</u>	<u>2024*</u>
Cash Flows from		
Operating activities	\$ (5,402,945)	\$ (2,474,642)
Noncapital financing activities	3,440,154	1,065,837
Capital financing activities	(78,853)	(76,579)
Investing activities	<u>461,784</u>	<u>550,264</u>
Net Change in Cash and Cash Equivalents	(1,579,860)	(935,120)
Cash and Cash Equivalents, Beginning of Year	<u>2,197,373</u>	<u>3,132,493</u>
Cash and Cash Equivalents, End of Year	<u><u>\$ 617,513</u></u>	<u><u>\$ 2,197,373</u></u>

* Cash flows from operating activities for the year ended June 30, 2024 were not restated for the effects of the implementation of GASB Statement No. 101. See Note 12 for further information.

KVCR TV and FM
Management's Discussion and Analysis
June 30, 2025

Natural Classification of Expenses

Year ended June 30, 2025	Program Activities				Management and General Activities			Total Expenses
	KVCR Radio	KVCR TV	FNX-TV	Total	KVCR Radio	KVCR TV	Total	
Salaries and benefits	\$ 739,054	\$ 2,156,006	\$ 414,005	\$ 3,309,065	\$ 214,353	\$ 308,459	\$ 522,812	\$ 3,831,877
Administrative	1,121	13,413	16	14,550	-	-	-	14,550
Advertising	-	86,252	500	86,752	-	-	-	86,752
Amortization expense	-	43,914	-	43,914	-	-	-	43,914
Broadcast rights	359,120	666,728	646,031	1,671,879	-	-	-	1,671,879
Consultants	117,382	853,732	337,073	1,308,187	-	-	-	1,308,187
Depreciation expense	5,282	78,863	-	84,145	-	-	-	84,145
Dues and memberships	-	9,456	-	9,456	-	-	-	9,456
Maintenance and operations	1,118	19,581	1,630	22,329	-	-	-	22,329
Noncash institutional support	287,902	886,925	285,288	1,460,115	-	-	-	1,460,115
Postage and freight	-	2,090	-	2,090	-	-	-	2,090
Professional fees	11,130	29,173	5,000	45,303	-	-	-	45,303
Promotional giveaways	1,593	11,081	3,369	16,043	-	-	-	16,043
Rentals and leases	15,515	92,799	11,454	119,768	-	-	-	119,768
Supplies	7,499	38,708	4,849	51,056	-	-	-	51,056
Travel	3,035	18,977	28,083	50,095	-	-	-	50,095
Telephone/Electricity	-	162,197	-	162,197	-	-	-	162,197
Total expenses	\$ 1,549,751	\$ 5,169,895	\$ 1,737,298	\$ 8,456,944	\$ 214,353	\$ 308,459	\$ 522,812	\$ 8,979,756

ECONOMIC FACTORS AFFECTING THE FUTURE OF KVCR TV AND FM

Public television and radio station continue going through a transformational period of relevance to the communities they serve through the type and delivery of programming they distribute. The most significant public television and radio challenge is introducing the public media ecosystem to new audiences through emerging technologies and capturing the screen or listening time of these new audiences. This challenge mirrors many of the same challenges that affect commercial media, national media, and streaming services—media consumption has fractured, become vastly accessible, and serves a hyper-driven society.

KVCR Public Media Television is affected by audiences migrating to various media options. In this reporting period, local public media is just beginning to establish a presence and strategies for marketing to future members within this arena of options. Radio has similar challenges with the proliferation of subscription streaming services, smart devices, and social platforms. The surplus of entertainment content available and the growing fragmentation of viewer behavior into a hybrid of traditional broadcast, streaming, social, and on-demand consumption is a considerable financial challenge to KVCR Public Media. The station's operational cost to deliver public media programming will continue to correlate with changing technologies and inflationary pressures. This change in viewer and listener habits, along with the rising cost of business, has a broader impact on revenue for public media stations that are viewer-supported and grant-funded, such as KVCR Public Media, particularly in light of the elimination of the Corporation for Public Broadcasting.

As a result, this reporting period's total revenue generated through membership, and online giving, decreased. In this climate, the challenge for public media is adapting to the vast array of media options while developing ways to inspire new audiences to support and engage without abandoning traditional viewers and listeners.

CONTACTING KVCR MANAGEMENT

This financial report is designed to provide our donors, taxpayers, investors, and creditors with a general overview of the Entity's finances and to show the District's accountability for funding received. Questions or concerns about this report or requests for additional financial information should be addressed to Jorge Andrade, Director of Fiscal Services, by phone at 909-388-6955 or by e-mail at jandrade@sbccd.edu.

KVCR TV and FM
Consolidated Statement of Net Position
June 30, 2025

Assets	
Cash and cash equivalents	\$ 197,614
Investments	419,899
Accounts receivable	218,321
Due from related party	3,624,841
Prepaid expenses	2,490,347
Lease receivables	8,044,471
Capital assets, net of accumulated depreciation and amortization	<u>246,413</u>
Total assets	<u>15,241,906</u>
Liabilities	
Accounts payable	214,808
Due to related party	3,022,535
Unearned revenue	3,589,667
Long-term liabilities	
Long-term liability, due within one year	409,727
Long-term liability, due in more than one year	<u>696,880</u>
Total liabilities	<u>7,933,617</u>
Deferred Inflows of Resources	
Deferred inflows of resources related to leases	<u>4,479,664</u>
Net Position	
Net investment in capital assets	(63,472)
Unrestricted	<u>2,892,097</u>
Total net position	<u>\$ 2,828,625</u>

KVCR TV and FM
Consolidated Statement of Revenues, Expenses, and Changes in Net Position
Year Ended June 30, 2025

Operating Revenues	
Public contributions - FM Station	\$ 8,935
Public contributions - TV Station	46,691
Public contributions - FNX Station	553,320
Contract services - FNX Station	106,696
Non cash institutional support from San Bernardino Community College District - FM	287,902
Non cash institutional support from San Bernardino Community College District - TV	1,172,213
CPB grants - TV Station	496,959
Program underwriting - FM Station	310,798
Program underwriting - TV Station	77,699
Program underwriting - FNX Station	19,700
Other local income - FM Station	77,419
Other local income - TV Station	635,699
Federal revenue - TV Station	133,735
Strong Workforce Regional Grant - TV Station	109,086
Other categorical apportionment - TV Station	7,936
Total operating revenues	<u>4,044,788</u>
Operating Expenses	
Program services - FM Station	1,549,751
Program services - TV Station	6,907,193
Management and general - FM Station	214,353
Management and general - TV Station	308,459
Total operating expenses	<u>8,979,756</u>
Total operating loss	<u>(4,934,968)</u>
Other Revenues, Expenses and Losses	
Interest and dividends - TV Station	455,070
Interest and dividends - FNX Station	112
Interest expense	(17,378)
Leasing and rentals - FM Station	6,014
Leasing and rentals - TV Station	350,907
Leasing and rentals - FNX Station	21,867
Change in the fair market value of the cash held by the San Bernardino County Treasury	6,602
Transfers in from related party - FM Station	995,147
Transfers in from related party - TV Station	2,613,769
Transfers in from related party - FNX Station	525,000
Transfers in from related party - SBCCD	2,000,000
Transfers out to related party - SBCCD	(2,020,000)
Total other revenues, expenses and losses	<u>4,937,110</u>
Change in Net Position	2,142
Net Position, Beginning of Year, previously reported	3,609,530
Adjustment (See Note 12)	(783,047)
Net Position, Beginning of Year, as restated	<u>2,826,483</u>
Net Position, End of Year	<u>\$ 2,828,625</u>

KVCR TV and FM
Consolidated Statement of Cash Flows
Year Ended June 30, 2025

Operating Activities	
Federal, state, and local grants	\$ 630,694
Other local operating receipts	3,531,691
Payments to employees	(3,818,202)
Payments to suppliers	<u>(5,747,128)</u>
Net Cash Flows from Operating Activities	<u>(5,402,945)</u>
Noncapital Financing Activities	
Leasing and rentals	284,646
Transfers in from the San Bernardino Community College District (SBCCD), net	<u>3,155,508</u>
Net Cash Flows from Noncapital Financing Activities	<u>3,440,154</u>
Capital Financing Activities	
Interest paid on capital debt	(17,378)
Principal paid on capital debt	<u>(61,475)</u>
Net Cash Flows from Capital Financing Activities	<u>(78,853)</u>
Investing Activities	
Change in fair market value of Cash in County treasury	6,602
Interest and dividends	<u>455,182</u>
Net Cash Flows from Investing Activities	<u>461,784</u>
Net Change in Cash and Cash Equivalents	(1,579,860)
Cash and Cash Equivalents, Beginning of Year	<u>2,197,373</u>
Cash and Cash Equivalents, End of Year	<u>\$ 617,513</u>
Reconciliation of Net Operating Loss to Net Cash Flows from Operating Activities	
Operating Loss	<u>\$ (4,934,968)</u>
Adjustments to reconcile operating loss to net cash from operating activities	
Depreciation and amortization expense	128,059
Changes in assets and liabilities related to	
Accounts receivable	(98,471)
Prepaid expenses	(2,192,146)
Accounts payable	4,723
Unearned revenue	1,676,183
Compensated Absences	<u>13,675</u>
Net Cash Flows from Operating Activities	<u>\$ (5,402,945)</u>

Note 1 - Summary of Significant Accounting Policies

Organization

KVCR TV and FM is comprised of the following activities:

KVCR TV and FM is a public telecommunications entity owned and operated by the San Bernardino Community College District (the District), which provides public radio and television station broadcasts to the Inland Empire area of Southern California. These stations provide the public with a variety of musical, informational, and educational programming.

KVCR FNX, First Nations Experience is a broadcast television network owned and operated by the studios of KVCR. The network originated through a partnership of the San Manuel Band of Mission Indians and the San Bernardino Community College District with the mission to illustrate the lives and cultures of native people around the world.

These consolidated financial statements are not intended to, and do not purport to, present fairly the financial position and the changes in financial position of the District in accordance with accounting principles generally accepted in the United States of America.

KVCR TV and FM and FNX fund are programs of the San Bernardino Community College District. The District is a public education institution and is considered a political subdivision of the State of California and is, therefore, tax exempt and not subject to filing informational returns.

Financial Statement Presentation

The accompanying consolidated financial statements are prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America as promulgated by the Governmental Accounting Standards Board (GASB).

The activity of the Entity is presented in an Enterprise format which includes a statement of cash flows. The Enterprise format accounts for activities similar to those in the private sector, where the proper matching of revenues and costs is important, and the full accrual basis of accounting is required. With this measurement focus, all assets and all liabilities of the enterprise are recorded on its statement of net position, all revenues are recognized when earned, and all expenses, including depreciation, are recognized when incurred.

For internal operating purposes, the District's Board of Trustees has established two separate funds, which include separate self-balancing accounts and separate Board approved budgets for the activities of KVCR TV and FM and KVCR FNX. The activities of the KVCR FNX have been consolidated with KVCR TV and FM activities.

Contributions

Contributions are recognized when the donor makes a promise to give to support the activities of the Entity's programming that are, in substance, unconditional.

Estimates

The preparation of the consolidated financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the consolidated financial statements and accompanying notes. Actual results could differ from those estimates and those differences could be material.

Cash and Cash Equivalents

The Entity considers all cash on hand and short-term investments with original maturities of three months or less from the date of acquisition to be cash equivalents. Cash equivalents also include cash with county treasury balances for purposes of the Statement of Cash Flows.

Investments

Investments with original maturities greater than one year are stated at fair value. Fair value is estimated based on quoted market prices at year-end. All investments not required to be reported at fair value, including money market investments and participating interest-earning investment contracts with original maturities greater than one year, are stated at cost or amortized cost. Fair values of investments in the County investment pool is determined by the program sponsor.

The Entity's investment in the County Treasury is measured at fair value on a recurring basis, which is determined by the fair value per share of the underlying portfolio determined by the program sponsor. Positions in this investment pool are not required to be categorized within the fair value hierarchy.

Accounts Receivable

Accounts receivable consists primarily of amounts due from related parties, interest or other local sources. Management has deemed all amounts as collectable; therefore, no allowance for doubtful accounts is considered necessary.

Prepaid Expenses

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in the consolidated financial statements. The cost of prepaid items is recorded as an expense when consumed rather than when purchased.

Lease Receivables

The Entity recognizes a lease receivable and a deferred inflow of resources in the consolidated financial statements. At the commencement of a lease, the Entity initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Capital Assets, Depreciation, and Amortization

Capital assets are long-lived assets of the Entity as a whole and include furniture and equipment, computers, and vehicles. The Entity's capitalization policy includes all items with a unit cost of \$5,000 for furniture and equipment and an estimated useful life of greater than one year. Routine repair and maintenance costs are charged to operating expenses in the year in which the expense is incurred. Assets are recorded at historical cost, or estimated historical cost, when purchased. The Entity does not possess any infrastructure. Donated capital assets are recorded at acquisition value at the date of donation.

Depreciation is computed using the straight-line method. Estimated useful lives of the furniture and equipment, computers, and vehicles is 5 to 10 years.

Right-to-use leased assets are recognized at the lease commencement date and represent the Entity's right-to-use an underlying asset for the lease term. Right-to-use leased assets are measured at the initial value of the lease liability plus any payments made to the lessor before commencement of the lease term, less any lease incentives received from the lessor at or before the commencement of the lease term, plus any initial direct costs necessary to place the leased asset into service. Right-to-use leased assets are amortized over the shorter of the lease term or useful life of the underlying asset using the straight-line method.

Right-to-use subscription IT assets are recognized at the subscription commencement date and represent the Entity's right to use the underlying IT asset for the subscription term. Right-to-use subscription IT assets are measured at the initial value of the subscription liability plus any payments made to the vendor at the commencement of the subscription term, less any subscription incentives from the vendor at or before the commencement of the subscription term, plus any capitalizable initial implementation costs necessary to place the subscription asset into service. Right-to-use subscription IT assets are amortized over the shorter of the subscription term or useful life of the underlying asset using the straight-line method.

The District records impairments of capital assets when it becomes probable that the carrying value of the assets will not be fully recovered over their estimated useful life. Impairments are recorded to reduce the carrying value of the assets to their net realizable value based on facts and circumstances in existence at the time of the determination. No impairments were recorded during the year ended June 30, 2025.

Subscription-based IT Arrangements (SBITA) Liabilities

SBITA liabilities represent the Entity's obligation to make subscription payments arising from the subscription contract. Subscription liabilities are recognized at the subscription commencement date based on the present value of future subscription payments expected to be made during the subscription term. The present value of the subscription payments is discounted based on a borrowing rate determined by the Entity.

Deferred Inflows of Resources

In addition to liabilities, the Consolidated Statements of Net Position reports a separate section for deferred inflows of resources. This separate consolidated financial statement element represents an acquisition of net position that applies to a future period and so will not be recognized as revenue until then. The Entity reports deferred inflows of resources for leases.

Lease Liabilities

Lease liabilities represent the Entity's obligation to make lease payments arising from the lease. Lease liabilities are recognized at the lease commencement date based on the present value of future lease payments expected to be made during the lease term. The present value of lease payments is discounted based on a borrowing rate determined by the Entity.

Compensated Absences

Compensated absences are accrued as a liability as the benefits are earned for leave balances that are more likely than not to be used for compensated leave or settled through cash or noncash means. The entire compensated absence liability is reported on the Consolidated Statement of Net Position. Compensated absences include vacation leave and sick leave.

Sick leave is accumulated without limit for each employee based upon negotiated contracts. Leave with pay is provided when employees are absent for health reasons; however, the employees do not gain a vested right to accumulated sick leave. Employees are not paid for any sick leave balance at termination of employment or at any other time. Therefore, only the portion of accumulated sick leave that is more likely than not to be used by the employee for paid leave is recognized as a liability in the Entity's consolidated financial statements. Retirement credit for unused sick leave is applicable to all classified school members who retire after January 1, 1999. At retirement, each member will receive 0.004 year of service credit for each day of unused sick leave. Retirement credit for unused sick leave is applicable to all academic employees and is determined by dividing the number of unused sick days by the number of base service days required to complete the last school year, if employed full time. The portion of sick leave that is more likely than not to be settled through conversion to service credit for employee retirement plans is not included in the Entity's liability for compensated absences.

Unearned Revenue

Unearned revenues arise when resources are received by the Entity before it has a legal claim to them, such as when certain grants are received prior to the occurrence of qualifying expenses. In the subsequent periods, when the Entity has a legal claim to the resources, the liability for unearned revenue is removed from the financial statements and the revenue is recognized. Unearned revenue is primarily composed of amounts received from State and local grants received before the eligibility requirements are met.

Adoption of New Accounting Standard

Implementation of GASB Statement No. 101

As of June 30, 2025, the Entity adopted GASB Statement No. 101, *Compensated Absences*. The provisions of this standard modernize the types of leave that are considered a compensated absence and provides guidance for a consistent recognition and measurement of the compensated absence liability. The effect of the implementation of this standard on beginning net position is disclosed in Note 12.

Note 2 - Deposits and Investments

Policies and Practices

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

Investment in County Treasury

The Entity deposits substantially all receipts and collections of monies with their County Treasurer. The Entity is considered to be an involuntary participant in an external investment pool. The fair value of the Entity's investment in the pool is reported in the accompanying consolidated financial statements at amounts based upon the Entity's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

General Authorizations

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

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

KVCR TV and FM
Notes to Financial Statements
June 30, 2025

Summary of Deposits and Investments

Deposits and investments as of June 30, 2025, consisted of the following:

KVCR FM and TV	\$ 617,513
Cash awaiting deposit	\$ 197,614
San Bernardino County Investment Pool	<u>419,899</u>
Total deposits and investments	<u><u>\$ 617,513</u></u>

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Entity does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The Entity manages its exposure to interest rate risk by investing in the San Bernardino County Investment Pool. The Entity maintains investments of \$419,899 with the San Bernardino County Investment Pool, with an average maturity of 729 days.

Credit Risk

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

Note 3 - Accounts Receivable

Accounts receivable represent amounts due to the Entity as of June 30, 2025:

Other local sources	\$ 203,564
Interest	<u>14,757</u>
Total	<u><u>\$ 218,321</u></u>

Note 4 - Lease Receivables

The Entity has entered into lease agreements with various lessees for cellular tower space. The lease receivables at June 30, 2025 are summarized below:

Lease Receivables	Balance July 1, 2024	Additions	Deductions	Balance, June 30, 2025
Real Property	<u>\$ 8,247,744</u>	<u>\$ -</u>	<u>\$ (203,273)</u>	<u>\$ 8,044,471</u>

KVCR TV and FM
Notes to Financial Statements
June 30, 2025

Cellular Tower Space

The Entity leases a portion of its facilities for cellular tower antenna sites and space. These leases are noncancelable for a period of up to 456 months. The agreements allow for 3.00% annual CPI increases to the lease payments. At termination, lessees must remove all equipment and restore the site to its original state. During the current fiscal year, the Entity recognized \$203,273 in lease revenue and \$408,659 in interest revenue related to these agreements. At June 30, 2025, the Entity recorded \$8,044,471 in lease receivables and \$4,479,664 in deferred inflows of resources for these arrangements. The Entity used an interest rate of 5.00%, based on the rates available to finance real estate over the same time periods.

Note 5 - Capital Assets

Capital assets consisted of the following as of June 30, 2025:

	Balance July 1, 2024	Additions	Deletions	Balance June 30, 2025
Capital Assets Being Depreciated or Amortized				
Furniture and equipment	\$ 7,860,414	\$ -	\$ -	\$ 7,860,414
Computers	6,192	-	-	6,192
Vehicles	52,943	-	-	52,943
Right-to-use leased real property	629,579	-	-	629,579
Right-to-use subscription IT assets	34,207	-	-	34,207
Total capital assets being depreciated or amortized	<u>8,583,335</u>	<u>-</u>	<u>-</u>	<u>8,583,335</u>
Less Accumulated Depreciation and Amortization				
Furniture, equipment, computers, and vehicles	(7,735,711)	(84,145)	-	(7,819,856)
Right-to-use leased real property	(471,727)	(26,811)	-	(498,538)
Right-to-use subscription IT assets	(1,425)	(17,103)	-	(18,528)
Total accumulated depreciation and amortization	<u>(8,208,863)</u>	<u>(128,059)</u>	<u>-</u>	<u>(8,336,922)</u>
Total capital assets, net	<u>\$ 374,472</u>	<u>\$ (128,059)</u>	<u>\$ -</u>	<u>\$ 246,413</u>

Note 6 - Accounts Payable

Accounts payable consisted of the following as of June 30, 2025:

Salaries and benefits payable	\$ 60,191
Vendors payable	<u>154,617</u>
Total	<u>\$ 214,808</u>

KVCR TV and FM
Notes to Financial Statements
June 30, 2025

Note 7 - Unearned Revenue

Unearned revenue represents amounts received in advance of required program expenses being incurred. This amount will be used for program related expenses in the subsequent fiscal year. At June 30, 2025, the unearned revenues totaled \$3,589,667.

Note 8 - Long-Term Liabilities

Summary

The changes in the Entity's long-term liabilities during the year ended June 30, 2025, consisted of the following:

	Balance, July 1, 2024, as restated,	Additions	Deductions	Balance, June 30, 2025	Due in one Year
Leases	\$ 348,035	\$ -	\$ (50,081)	\$ 297,954	\$ 55,069
Subscription-based IT arrangements	23,325	-	(11,394)	11,931	11,931
Compensated absences	783,047	13,675	-	796,722	342,727
Total	<u>\$ 1,154,407</u>	<u>\$ 13,675</u>	<u>\$ (61,475)</u>	<u>\$ 1,106,607</u>	<u>\$ 409,727</u>

The change in compensated absences is presented as a net change.

Real Property Leases

The Entity has entered into various agreements to lease real property for periods up to 25 years, through the 2033 fiscal year. Under the terms of the leases, the Entity paid monthly and annual payments, which increase based on a set schedule in the individual lease agreements, which amounted to principal and interest costs of \$66,360. The annual interest rate charged on the leases is 5.0%.

At June 30, 2025, the Entity has recognized right-to-use assets, net of accumulated amortization of \$131,041 and a lease liability of \$297,954 related to these agreements. During the fiscal year, the Entity recorded \$26,811 in amortization expense and \$16,279 in interest expense for the right to use of the equipment.

The Entity's liability on lease agreements with option to purchase is summarized below:

Fiscal Year	Principal	Interest	Total
2026	\$ 55,069	\$ 13,662	\$ 68,731
2027	60,413	10,788	71,201
2028	45,298	7,854	53,152
2029	27,953	6,228	34,181
2030	30,083	4,782	34,865
2031-2033	79,138	4,909	84,047
	<u>\$ 297,954</u>	<u>\$ 48,223</u>	<u>\$ 346,177</u>

KVCR TV and FM
Notes to Financial Statements
June 30, 2025

Subscriptions-Based IT Arrangements (SBITAs)

The Entity has entered into a SBITA for the radio programming streaming software. At June 30, 2025, the Entity has recognized right-to-use subscriptions IT assets of \$15,679, net of accumulated amortization and SBITA liabilities of \$11,931 related to this agreement. During the fiscal year, the Entity recorded \$17,103 in amortization expense. The Entity is required to make total principal and interest payments of \$12,493 through fiscal year 2025-2026. The subscription has an interest rate of 4.71%.

The remaining principal and interest payment requirements for the SBITA obligation as of June 30, 2025, are as follows:

Fiscal Year	Principal	Interest	Total
2026	\$ 11,931	\$ 562	\$ 12,493

Note 9 - Related Party Transactions

During the year, certain transactions for services are paid by the District on behalf of the Entity. At June 30, 2025, the District owed the Entity \$3,624,841 for amounts collected on the Entity's behalf. The Entity owed the District \$3,022,535 for services and supply costs incurred.

Note 10 - Institutional Support

The District provides noncash institutional support to the KVCR TV and FM Stations related to instructional services, occupancy, supplies, and other administrative costs. The District applies an indirect rate that is in compliance with the CPB's guidance. For the year ended June 30, 2025, the indirect rate was computed as 20%. The calculated institutional support totaled \$1,460,115 for the year ended June 30, 2025. This noncash support for the KVCR TV and FM Stations is included within the Consolidated Statement of Revenues, Expenses, and Changes in Net Position as both a source of funding and a use of funding and does not have an effect on the ending balance. Additionally, the District provided a total of \$5,608,916 in cash to support the programming of both the FM Radio and TV Stations for the year ended June 30, 2025.

Note 11 - Commitments and Contingencies

Grants

KVCR TV is funded in part through grants from the Corporation for Public Broadcasting (CPB), which are paid through the District as the broadcasting licensee. Funds from the CPB are designated for the purpose of operating the TV Station and are subject to review and audit by the grantor agency. Although such audits could generate expenditure disallowances under terms of the grants, management believes that any required reimbursement would not be material.

KVCR TV and FM
Notes to Financial Statements
June 30, 2025

Note 12 - Restatement

Change in Accounting Principle

As of June 30, 2025, the Entity adopted GASB Statement No. 101, *Compensated Absences*. The provisions of this standard modernize the types of leave that are considered a compensated absence and provides guidance for a consistent recognition and measurement of the compensated absence liability. Therefore, the current and noncurrent portions of compensated absences were increased by \$326,794 and \$456,253, respectively, as of July 1, 2024. The effect of this change in accounting principle is described in the following table:

Fiscal Year Ending June 30, 2024		
Net Position - Beginning, as previously reported on July 1, 2024	\$	3,609,530
Change in accounting principle - adoption of GASB Statement No. 101		(783,047)
Net Position - Beginning, as restated on July 1, 2024	\$	2,826,483

Supplementary Information
June 30, 2025
KVCR TV and FM

KVCR TV and FM
Combining Schedules of Revenues, Expenses, and Changes in Net Position
Year Ended June 30, 2025

	KVCR Radio	KVCR TV	KVCR FNX	Total
Operating Revenues				
Public contributions - FM Station	\$ 8,935	\$ -	\$ -	\$ 8,935
Public contributions - TV Station	-	46,691	-	46,691
Public contributions - FNX Station	-	-	553,320	553,320
Contract Services - FNX Station	-	-	106,696	106,696
Non cash institutional support from San Bernardino Community College District - FM	287,902	-	-	287,902
Non cash institutional support from San Bernardino Community College District - TV	-	998,887	173,326	1,172,213
CPB grants	-	496,959	-	496,959
Program underwriting - FM Station	310,798	-	-	310,798
Program underwriting - TV Station	-	67,045	10,654	77,699
Program underwriting - FNX Station	-	-	19,700	19,700
Other local income - FM Station	77,419	-	-	77,419
Other local income - TV Station	-	635,589	110	635,699
Federal revenue - TV Station	-	133,735	-	133,735
Strong Workforce Regional Grant - TV Station	-	109,086	-	109,086
Other categorical apportionment - TV Station	-	7,936	-	7,936
Total operating revenues	685,054	2,495,928	863,806	4,044,788
Operating Expenses				
Program services - FM Station	1,549,751	-	-	1,549,751
Program services - TV Station	-	5,169,895	-	5,169,895
Program services - FNX TV Station	-	-	1,737,298	1,737,298
Management and general - FM Station	214,353	-	-	214,353
Management and general - TV Station	-	308,459	-	308,459
Total operating expenses	1,764,104	5,478,354	1,737,298	8,979,756
Total operating loss	(1,079,050)	(2,982,426)	(873,492)	(4,934,968)
Other Revenues, Expenses and Losses				
Interest and dividends - TV Station	-	455,070	-	455,070
Interest and dividends - FNX Station	-	-	112	112
Interest expense	-	(17,378)	-	(17,378)
Leasing and rentals - FM Station	6,014	-	-	6,014
Leasing and rentals - TV Station	-	350,907	-	350,907
Leasing and rentals - FNX Station	-	-	21,867	21,867
Change in the fair market value of the cash held by the San Bernardino County Treasury	-	6,602	-	6,602
Transfers in from related party - FM Station	995,147	-	-	995,147
Transfers in from related party - TV Station	-	2,613,769	-	2,613,769
Transfers in from related party - FNX Station	-	-	525,000	525,000
Transfers in from related party - SBCCD	820,000	1,180,000	-	2,000,000
Transfers out to related party - SBCCD	(828,200)	(1,191,800)	-	(2,020,000)
Total other revenues, expenses and losses	992,961	3,397,170	546,979	4,937,110
Change in Net Position	\$ (86,089)	\$ 414,744	\$ (326,513)	\$ 2,142

Note 1 - Purpose of Schedule**Combining Schedule of Revenues, Expenses, and Changes in Net Position**

This schedule is prepared on the accrual basis of accounting and provides a detail of activity for the programs accounted for within the Entity. This information has been provided at the request of management to assist in the reporting required by the Corporation for Public Broadcasting and is not a required part of the consolidated financial statements.



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

To the Board of Directors
 San Bernardino Community College District
 KVCR TV and FM
 San Bernardino, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*), the consolidated financial statements of KVCR TV and FM (the Entity) (a public telecommunications entity operated by the San Bernardino Community College District), as of and for the year ended June 30, 2025, and the related notes to the consolidated financial statements, which collectively comprise the Entity’s basic consolidated financial statements and have issued our report thereon dated March 26, 2026.

Adoption of New Accounting Standard

As discussed in Note 1 and Note 12 to the financial statements, the Entity has adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 101, *Compensated Absences*, for the year ended June 30, 2025. Accordingly, a restatement has been made to the net position as of July 1, 2024, to restate beginning net position. Our opinion is not modified with respect to this matter.

Report on Internal Control over Financial Reporting

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified a certain deficiency in internal control, described in the accompanying Schedule of Findings and Responses as item 2025-001 that we consider to be a significant deficiency.

Report on Compliance and Other Matters

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

Entity's Response to the Finding

Government Auditing Standards requires the auditor to perform limited procedures on the Entity's response to the finding identified in our audit and described in the accompanying Schedule of Findings and Responses. The Entity's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

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



Ontario, California
March 26, 2026

Schedule of Findings and Responses
June 30, 2025
KVCR TV and FM

KVCR TV and FM
Financial Statement Findings and Recommendations
Year Ended June 30, 2025

The following finding represents a significant deficiency in internal control over financial reporting that is required to be reported in accordance with *Government Auditing Standards*.

2025-001 Financial Reporting

Criteria

The accounting system used by the Entity to record the financial affairs and to present their financial statements are required to be in accordance with generally accepted accounting principles (GAAP).

Condition

Significant Deficiency – A passed audit adjustment was identified during the audit that related to the improper recognition of revenues by the Entity causing an overstatement of operating revenues.

- Revenues were overstated by \$31,680 as the Entity recognized revenue attributed to the prior fiscal year in the 2024-2025 year.

Context

A passed audit adjustment for \$31,680 was identified during the course of the audit.

Cause

The internal controls in place, including the review of the revenue recognition criteria, were not effective in preventing or detecting potential material misstatements.

Effect

Revenues were overstated in the instance that was identified. The overstatement was not material individually to the financial statements of the Entity.

Repeat Finding (Yes or No)

Yes, see prior year finding 2024-001.

Recommendation

The Entity should establish policies and procedures to ensure account balances are fairly stated and reported in accordance with GAAP.

Views of Responsible Officials and Corrective Action Plan

KVCR has reviewed its policies and procedures related to revenue recognition and has identified and implemented additional controls to ensure the timeliness and accuracy of revenue recognition moving forward. Management has designated staff to closely monitor the preparation of invoices and the accounts receivable process.

As of March 2026, effective controls over these processes have been implemented.

KVCR TV and FM
 Summary Schedule of Prior Audit Findings
 Year Ended June 30, 2025

Except as specified in previous sections of this report, summarized below is the current status of all audit findings reported in the prior year's Schedule of Findings and Responses.

2024-001 Financial Reporting and Closing Process

Criteria or Specific Requirements

The accounting system used by the Entity to record the financial affairs and to present their financial statements are required to be in accordance with generally accepted accounting principles (GAAP).

Condition

Material Weakness - Year-end adjustments were identified during the audit that resulted in changes in certain accounts from the client prepared trial balance.

- Prepaid expenditures were understated by approximately \$132,000 as the Entity recognized expenditures attributed to future fiscal years in the 2023-2024 fiscal year.
- Entity management identified corrections for the fiscal years ended June 30, 2023 and June 30, 2022 for balances of capital assets and lease liabilities for contracts not in effect for those fiscal years. Restatements to net position were made for both fiscal years. See Note 12 for additional information on the restatements.

Questioned Costs

There are no questioned costs associated with the condition identified.

Context

Account balances associated with the above mentioned accounts required adjustments in order to be in accordance with GAAP.

Effect

Material adjustments to the general ledger, as well as a restatement to beginning net position as noted in Note 12 to the financial statements, were proposed as a result of audit procedures. These adjustments were accepted by management to ensure the financial statements were presented in accordance with generally accepted accounting principles.

Cause

The oversight and monitoring controls over the closing process were not effective in preventing or detecting errors.

KVCR TV and FM
Summary Schedule of Prior Audit Findings
Year Ended June 30, 2025

Repeat Finding: (Yes or No)

No.

Recommendation

The Entity should establish policies and procedures to ensure account balances are fairly stated and reported in accordance with GAAP.

Current Status

Partially implemented. See 2025-001.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Farrah Farzaneh, Executive Director, Facilities Planning, Construction, & Sustainability

DATE: May 14, 2026

SUBJECT: Consideration of Ratification of Master Services Agreements, Task Orders, and Professional Service Agreements for Bond Construction

RECOMMENDATION

It is recommended that the Board of Trustees ratify Master Services Agreements, Task Orders, and Professional Services Agreements as indicated on the attached list.

OVERVIEW

To support the Bond Program, SBCCD has created various shortlists of professional service consultants for specific pre-design, and engineering disciplines in accordance with the established Request for Qualifications process. These prequalified shortlists include:

- Architectural & Engineering
- California Environmental Quality Act/National Environmental Policy Act
- Civil Surveying
- Commissioning
- Division of the State Architect Inspector of Record
- Estimating
- Facility Move Management
- Furniture, Fixtures, & Equipment (FF&E) Design, Procurement & Installation Coordination
- Geotechnical
- Hazardous Material Assessment
- Landscape Architecture
- Mechanical, Electrical, and Plumbing Engineering
- Special Inspection & Material Testing

As consulting firms are needed, Requests for Task Order Proposals are issued to the firms of each applicable shortlist. If selected, a Master Services Agreement with the chosen firm is executed, and the Task Order awarded.



ANALYSIS

Requests for Task Order Proposals are issued to all prequalified professional services consultants within the related pool. Unlike construction contracts, which are awarded by low bid, professional consulting contracts are awarded based on best value.

Each proposal is assessed by a committee comprised of representatives from the Facilities Department, campus staff, program management team, and other District stakeholders as appropriate. A qualitative evaluation based on weighted criteria (including fee, technical approach, project experience, key personnel, and delivery schedule) is performed to determine which firm's proposal provides SBCCD with the best value for the Task Order.

Additionally, individual Professional Services Agreements are issued on an as-needed basis.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The costs will be included in the Bond Construction budget.



Master Services Agreements, Task Orders, and Professional Services Agreements for Bond Construction

Submitted for Ratification May 14, 2026

TASK ORDERS						
Firm	Pool Approval	Amount	Site	Project	Task Order	Date Executed
*NV5 West, Riverside, CA	Special Inspections and Material Testing Services for EV charging stations, dust collector and air compressor installations. 2/13/2020	\$4,537.50	CHC	New Performing Arts Center	CC03-3640.09 (TO#03-070.4) Special Inspections and Material Testing Services	3/9/2026

*Issued as a supplement to an existing Task Order.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Farrah Farzaneh, Executive Director, Facilities Planning, Sustainability & Construction

DATE: May 14, 2026

SUBJECT: Consideration of Approval of Award Bid and Contract for #CC01-3608-02.01 San Bernardino Valley College East Wing Electrical and Lighting Retrofit Project

RECOMMENDATION

It is recommended that the Board of Trustees award **Bid #CC01-3608-02.01 East Wing Electrical and Lighting Retrofit Project** and contract to Sactown Contractors Corp of Sacramento, California in the amount of \$237,880.00.

OVERVIEW

This project provides essential electrical upgrades to the East Wing Building to support the welding department with swing space during construction of the CP2 Project. Improvements include electrical panels, lighting, disconnects, outlets, and conduit to meet instructional and equipment requirements and maintain code compliance.

ANALYSIS

A Notice Inviting Bids was publicly advertised on February 27, 2026, and the District received proposals inclusive of 12 responsive bids. On March 31, 2026, the Project Team, consisting of 1 District staff member, 1 Program Management team member, and 3 Construction Management team members, held an in-person meeting to review the bids for responsiveness.

The lowest three bids were the following:

Vendor	Bid Amount
Sactown Contractors Corp DBA Sactown Construction Pros, of Sacramento, CA	\$237,880.00
Amtek Construction, of Orange, CA	\$266,520.00
(EPIC) Electrical Power and Industrial Control Services, Inc., of Corona, CA	\$267,500.00

An analysis of the bids received indicates that Sactown Contractors Corp DBA Sactown Construction Pros of Sacramento, CA is the lowest responsive bidder.



SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The costs will be included in the Bond Construction budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: May 14, 2026

SUBJECT: Consideration of Approval to Award RFQP CM #03-2324-08 and Contract for Construction services for The San Bernardino Workforce Development Center Project

RECOMMENDATION

It is recommended that the Board of Trustees approve to award request for qualifications/ proposal **RFQP CM #03-2324-08 | Construction Services for The San Bernardino Workforce Development Center Project**, and contract, to Cordoba Corporation of Ontario, CA in the amount of \$215,845.

OVERVIEW

This project facilitates the construction of a multi-purpose training facility and outdoor learning area at 114 South Del Rosa Drive. This center is intended to address in-demand workforce training needs in the Inland Empire.

ANALYSIS

A Request for Qualifications and Proposal (RFQP) was publicly advertised on March 21, 2026, and the District received five responsive proposals on April 8, 2026. The selection committee performed a detailed review and analysis of the RFQPs to select the Firm whose qualifications, experience, and price would provide the best value to the District. The firms that received the top three rankings are listed below:

Firm	Ranking
Cordoba Corporation of Ontario, CA	1
Safework Inc. of Riverside, CA	2
P2S Inc, Inc. of Long Beach, CA	3

SBCCD GOALS

2. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The cost of this award will be included in the Economic Development Administration Grant.



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Gilbert Contreras, President, SBVC
Dr. Kevin Horan, President, CHC

PREPARED BY: Keith Wurtz, Vice President Instruction, CHC
Leticia Hector, Vice President Instruction, SBVC

DATE: May 14, 2026

SUBJECT: Advancement in Rank

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

In accordance with District policy, AP 7210, the SBVC Academic Senate has prepared the following list of faculty who have achieved advancement in rank.

ANALYSIS

None.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.





Advancement in Rank

Presented for Information May 14, 2026

[v.4.23.2026.p.2|3]

Employee Name	Location Assignment	From	To
Addington, Samuel	SBVC	Instructor	Assistant Professor
Arnold, Anita	SBVC	Instructor	Assistant Professor
Bouzidi, Djemoui	SBVC	Instructor	Assistant Professor
Garcia, Jaime	SBVC	Instructor	Assistant Professor
Jimenez, Nicole	SBVC	Instructor	Assistant Professor
Lambrou, Nicole	SBVC	Instructor	Assistant Professor
Mills, Amy	SBVC	Instructor	Assistant Professor
Parker, Gary	SBVC	Instructor	Assistant Professor
Rascon, Mary	SBVC	Instructor	Assistant Professor
Smalls, Hayley	SBVC	Instructor	Assistant Professor
Wang, Wei-Chung	SBVC	Instructor	Assistant Professor
Avelar, Any	SBVC	Associate Professor	Professor
Demsky, Jeffery	SBVC	Associate Professor	Professor
Hecht, Andrea	SBVC	Associate Professor	Professor
Murillo, Joan	SBVC	Associate Professor	Professor
Pave, Adam	SBVC	Associate Professor	Professor



Advancement in Rank

Presented for Information May 14, 2026

[v.4.23.2026.p.3|3]

Employee Name	Location Assignment	From	To
Torres, Michael	SBVC	Associate Professor	Professor
Wilkins, Janice	SBVC	Associate Professor	Professor
Berry, Thomas	SBVC	Professor	Posthumous Professor Emeritus
Huston, Celia	SBVC	Professor	Professor Emeritus
Lawler, Kenneth	SBVC	Professor	Professor Emeritus
Lillard, Sheri	SBVC	Professor	Professor Emeritus
Bond, Lauren	CHC	Assistant Professor	Professor
Juan, Shirley	CHC	Assistant Professor	Professor
De los Reyes, Chloe	CHC	Assistant Professor	Professor
Hayes, Ashley	CHC	Assistant Professor	Professor
Reichert, Nicholas	CHC	Assistant Professor	Professor
Ward, Amanda	CHC	Assistant Professor	Professor

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Heather M. Madole, Administrative Officer

DATE: May 14, 2026

SUBJECT: Board Master Planning Action Calendar

RECOMMENDATION

This item is for information only.

OVERVIEW

The Board Master Planning Action Calendar is a schedule of items for board discussion or action. Board items are subject to change and are updated and posted in the monthly board business meeting agendas.

ANALYSIS

The Board Master Planning Action Calendar serves as a blueprint that can be used to improve planning and increase transparency districtwide.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.



BOARD MASTER PLANNING ACTION CALENDAR*

Presented for Information May 14, 2026

MONTHLY	Consent Agenda	<p>INSTRUCTION/STUDENT SERVICES</p> <ul style="list-style-type: none"> Curriculum Modifications Donations <p>HUMAN RESOURCES</p> <ul style="list-style-type: none"> Classification Advancements for Academic Employees Non-instructional Pay, Stipends, and Reduced Workload Tuition Reimbursement Employment Contracts Promotions, Transfers, Reclassifications, Step Advancements New Hires (Adjuncts, Substitutes, Classified, Management, Temporary, Interim, Permanent) Job Descriptions and Revised Salary Schedules Trustee Absent Excusal Resolution (Chancellor's Office) CSEA/CTA/POA Agreements 	<p>BUSINESS & FISCAL SERVICES</p> <ul style="list-style-type: none"> Alcoholic Beverages (Chancellor's Office) Board Policies (Final Approval) Conferences Over \$5K or Outside US (Chancellor's Office) District/College Expenses Individual Memberships (Chancellor's Office) Surplus Property & Authorization for Private Sale or Disposal Contracts Above Bid Limit Resolution: Fund Balance Transfer Ratification of Interfund Transfers Signature List Changes 	<p>FACILITIES</p> <ul style="list-style-type: none"> Informal Bid Award (UCCAP) CBOC Appointees Award RFQ/RFP/Bids & Contracts Master Service Agreement & Task Orders For Bond Construction Small Scale Construction Contract Award
	Information Items Reports/Updates	<p>OFFICE OF THE CHANCELLOR</p> <ul style="list-style-type: none"> Applause Recognition Retirements Board Committee Reports Reports from Represented Groups Board Master Planning Action Calendar Chancellor's Report 	<p>BUSINESS & FISCAL SERVICES/FACILITIES</p> <ul style="list-style-type: none"> Board Policies (1st Reading) Budget Revenue & Expenditure Summary General Fund Cash Flow Analysis Purchase Order Report Contracts Below Bid Limit Construction Change Orders and Amendments – Bond/Non-Bond KVCR Update 	<p>HUMAN RESOURCES</p> <ul style="list-style-type: none"> CSEA/CTA/POA MOUs Professional Expert, Short-Term, and Substitute Employees Resignations Retirements Volunteers

JANUARY

- Legislative Priorities and State Budget Priorities
- 2022-2027 Strategic Plan Update (Goal 1)
- § 53003. Updated District EEO Plan Presentation and ACTION (with comments from CCCCCO)
- EEO Plan (monitor, evaluate, and report annually)
- Adopt Budget Calendar (by 2/1)
- Budget Directives 1st Reading (BFC)
- Campus Advisory Committees
- Board Self-Evaluation (Board Retreat)

FEBRUARY

- Apportionment Attendance and FTES Calculation Report (CCFS 320) P1
- 2022-2027 Strategic Plan Update (Goal 2)
- Sabbatical Leave Requests (name faculty, college, & term)
- Budget Directives (by 3/1)
- Nonresident Tuition and Capital Outlay Fees (by 3/1)
- Review and Affirmation of Guiding Principles for FCC Auction Proceeds PRST Account
- Review and Approve Guiding Principles for KVCR PRST Account

MARCH

- Regular Meeting Dates for the Board of Trustees (March or April)
- 2022-2027 Strategic Plan Update (Goal 3)
- CCC Classified Employee of the Year Nomination (by 3/15)
- Review Tenure/Tenure Contracts
- Selection of Auditor (before 4/1)
- Quarterly Certified Financial Status Report (Oct-Dec)
- Quarterly Investment & Deposit Report (Oct-Dec)
- CBOC Annual Report Presentation (by 3/31)

*This guide is for internal use only and is subject to change.

BOARD MASTER PLANNING ACTION CALENDAR*

Presented for Information May 14, 2026

APRIL

- Regular Meeting Dates for the Board of Trustees (March or April)
- Trustee Handbook
- Student Trustee Privileges (by 5/15)
- P&Ps: 2100 (every two years on even election years)
- 2022-2027 Strategic Plan Update (Goal 4)
- ~~Board Ad Hoc Committee for Board Self-Evaluation and Evaluation of the Chancellor (4/2026 No longer needed, policy change)~~
- Resolution: Interfund Transfers for Next Fiscal Year (April or May)

MAY

- Recognition of Outgoing Student Trustees
- P&Ps: 6320 (annual; last approved 4/2025); 4235 (every three years; last approved 07/2024)
- 2022-2027 Strategic Plan Progress Report – Executive Summary
- Apportionment Attendance and FTES Calculation Report (CCFS 320) P2
- Preliminary Budget & Presentation (optional strategy session)
- Resolution: Interfund Transfers for Next Fiscal Year (April or May)
- ~~Board Self-Evaluation Tool (5/2026 No longer needed, policy change)~~

JUNE

- Presentation: Administer Oath of Office to New Student Trustees
- Executive Summary of Goals 1-4 (Board Retreat)
- Presentation: DEIA (HR)
- Employment Contracts for Academic and Classified Managers
- Employment Contract for Chancellor
- Salary Placement for Executive Management (3-year placement)
- Adopt Tentative Budget (by 7/1)
- Authorized Signature List for Next Fiscal Year
- Resolution: Expenditures of Prop 30 EPA Funds
- Resolution: Signature Authorizations for State of CA Department of Rehabilitation, Department of Education, Department of Corrections and Rehabilitation, and Department of Social Services
- Resolution: GANN Limit
- Sole Source Suppliers for Fiscal Year
- District Bank Accounts
- Resolution: Increase Board Compensation and Approve Excused Absences
- Fiscal Year Meals, Refreshments on District and College Expenses
- Quarterly Financial Status Report (Jan-Mar)
- Quarterly Investment & Deposit Report (Jan-Mar)
- Five-Year Construction Plan (CCCCO annual requirement)
- Resolution: Transfer of Appropriations for the Fiscal Year
- Board Self-Evaluation (Board Retreat)

BOARD MASTER PLANNING ACTION CALENDAR*

Presented for Information May 14, 2026

JULY

- **DARK**

AUGUST

- Reaffirm Mission, Vision, Values (2022, as appropriate)
- 2022-2027 Strategic Plan Update (Goal 1)
- Apportionment Attendance and FTES Calculation Report (CCFS 320) P3
- Final Budget Presentation (Strategy Session fourth Thursday)

SEPTEMBER

- Accreditation Midterm Report (last submitted 10/15/24. Complete mid-term report 3.5 years prior to the Institutional Self-Evaluation Report (ISER).)
- Accreditation Comprehensive Review Occurs Fall 2027
- Approval of Districtwide Sabbaticals (notice required to employees by 10/1)
- § 53004. EEO Plan Analyses and Annual Report to CCCCCO
- Public Hearing and Final Budget Approval (by 9/15)
- Quarterly Investment & Deposit Report (Apr-Jun)
2022-2027 Strategic Plan Update (Goal 2)

OCTOBER

- P&Ps: Review Schedule
- Emergency Operations Plan
- Annual Security Report
- Academic Calendar
- Initial Proposals to Reopen Negotiations with CSEA/CTA
- Sabbatical Completion Reports (from prior academic year)
- 2022-2027 Strategic Plan Update (Goal 3)

NOVEMBER

- § 72000 (c)(2)(A); Board to select date and time of annual meeting and notify the county superintendent of schools. Note: Within 15 days of the annual meeting, written notice must be sent to members and members-elect notifying them of the date and time of the annual meeting.
- Full-Time Faculty Obligation Report (110/FFO due by 11/30)
- 2022-2027 Strategic Plan Update (Goal 4)

BOARD MASTER PLANNING ACTION CALENDAR*

Presented for Information May 14, 2026

DECEMBER | ANNUAL BUSINESS MEETING

- Education Code Section 5017 provides: Each person elected at a regular biennial governing board member election shall hold office for a term of four years commencing on the second Friday in December next succeeding his/her election. Any member of the governing board of a school district or community college district whose term has expired shall continue to discharge the duties of the office until his/her successor has qualified. The term of the successor shall begin upon the expiration of the term of his/her predecessor.
- Swearing in on or prior to the second Friday in December.
- In election years, Education Code Section 72000 subdivision (c)(2)(A), the annual meeting must occur within a 15-day period that commences with the second Friday in December.
- New Trustee Oath of Office
- Nomination and approval of SBCCD Executive Board
- Certification of Election of Board Chair and Clerk
- Board Member Assignment to the County Committee on School District Organization
- Board Member Assignment to the SBRETC JPA
- Board Member Assignment to Standing BOT Committees. (Note for information: BEC serves as Ethics committee and self-evaluation/chancellor evaluation committees)
- New Trustee Orientation (every 2 years on even numbered years, if new trustees are elected)
- Apportionment Attendance and FTES Calculation Report (CCFS 320 by 1/15) P1
- Audit Reports: District, CBOC, KVCR (by 12/31)
- Quarterly Financial Status Report, Jul-Sep
- Quarterly Investment & Deposit Report, Jul-Sep

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Jose F. Torres, Executive Vice Chancellor and
 Kristina Hannon, Vice Chancellor, Human Resources, Payroll & Police Services,
 and Health & Safety Administration and
 Nohemy Ornelas, Vice Chancellor of Educational and Student Support Services

DATE: May 14, 2026

SUBJECT: Board Policies for First Reading

RECOMMENDATION

This item is for information only. No action is necessary.

OVERVIEW

AP 2410 | <https://sbccd.edu/ap2410>

Pursuant to Board Policy 2410, policies of the Board may be adopted, revised, added to, or amended at any regular Board meeting by a majority vote. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended. The Board shall regularly assess its policies for effectiveness in fulfilling the District’s mission.

Administrative Procedures are issued by the Chancellor as statements of method to be used in implementing Board Policy. Such Administrative Procedures shall be consistent with the intent of Board Policy and may be revised as deemed necessary by the Chancellor through regular consultation processes and/or as required by revisions to laws and regulations. Administrative Procedures are forwarded to the Board of Trustees, which reserves the right to direct revisions of the Administrative Procedures should they, in the Board’s judgment, be inconsistent with the Board’s own policies.

ANALYSIS

The following policies and procedures are being forwarded to the Board today for first reading. All have undergone SBCCD’s process for Board Policies & Administrative Procedures as outlined in AP 2410. As necessary, they have been reviewed by the Board Policies and Procedures Ad Hoc Committee. Any proposed changes are indicated in the attached recommendations. It is anticipated that these items will appear for second read and final approval on next month’s Board agenda.



Policies & Procedures Presented for First Reading
3550 Drug Free Environment and Drug Prevention Program
3920 Electronic Mail
4010 Academic Calendar
4020 Program, Curriculum, and Course Development
4022 Course Approval
4025 Philosophy and Criteria for Associate Degree and General Education
4103 Work Experience
4260 Prerequisites and Co-Requisites
5013 Students in the Military
5015 Residence Determination
5030 Fees
5031 Instructional Materials
5050 Student Success and Support Program
5055 Enrollment Priorities
5075 Course Adds, Drops, and Withdrawals
5130 Financial Aid
5410 Associated Students Elections
5500 Standards of Student Conduct

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

This is an information item and does not have any direct financial implications.

BP**3550 Drug-Free Environment and Drug Prevention Program**

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

Reasons for Review

- > **Legal Update 44** - Updated this policy to add additional requirements related to fentanyl test strips and specify the need to identify supporting administrative procedures pursuant to changes to the Education Code.
- > **Legal Update 43** - The Service updated this policy to clarify that only districts with a campus health center are required to include certain language about distributing opioid overdose reversal medication.
- > **Legal Update 42** - The Service updated this policy to add requirements related to providing information on opioid overdose reversal medication in campus orientations and the ability of campus health centers to distribute opioid overdose reversal medication pursuant to changes in the Education Code.

Level 2 Review Schedule**Curent Review Progress**

01/07/2026 ♦ Recommendation Received
 01/15/2026 ♦ PPAC Approves Review Level
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 3550 Drug-Free Environment and Drug Prevention Program

The District shall be free from all unlawful drugs and from the unlawful possession, use, or distribution of illicit drugs and alcohol by employees and students and employees. The unlawful manufacturing, distribution, dispensing, possession, or use of alcohol or any a-controlled substance is prohibited on any campus or on other grounds or properties owned, controlled, or administered by the District, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated under the control and use of the District. in all facilities under the control and use of the District.

As appropriate and permitted by law, the Chancellor is authorized to enact procedures regarding serving alcoholic beverages on campus. Alcoholic beverages shall not be served on campus except in accordance with these procedures.

Any employee or student who violates this policy will be subject to disciplinary action, (consistent with local, state, federal law, or collective bargaining agreement as appropriate), which may include referral to an appropriate rehabilitation program, suspension, demotion, expulsion, or dismissal. The Chancellor or designee shall assure that the District distributes annually to each employee and student the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act.

The Chancellor or designee shall establish regulations that describe the District's drug and alcohol abuse prevention program.

The District shall provide educational and preventive information about opioid overdose and information about the use and location of fentanyl test strips and opioid overdose reversal medication to students at all campuses. The Chancellor or their designee shall establish administrative procedures to assure that each campus student health center stocks drug testing devices, distributes a federally approved opioid overdose reversal medication, participates in the Naloxone Distribution Project, and distributes fentanyl test strips.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

BP

3550 Drug-Free Environment and Drug Prevention Program



Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

References:

[Education Code Section 67384:](#)

Drug Free Schools and Communities Act, 20 U.S. Code Section [1445g 1011i](#);

34 Code of Federal Regulations Sections 86.1 et seq.;

Drug Free Workplace Act of 1988, 41 U.S. Code Section [8103 702](#)

End Recommendation for BP 3550 Drug-Free Environment and Drug Prevention Program

AP**3550 Drug-Free Environment and Drug Prevention Program**

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

Reasons for Review

- > **Legal Update 44** - Updated this policy to add additional requirements related to fentanyl test strips and specify the need to identify supporting administrative procedures pursuant to changes to the Education Code.
- > **Legal Update 43** - The Service updated this policy to clarify that only districts with a campus health center are required to include certain language about distributing opioid overdose reversal medication.
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Pending Action Required

04/05/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 3550 Drug-Free Environment and Drug Prevention Program

The District is committed to providing its employees and students with a drug -free workplace and campus environment. It emphasizes prevention and intervention through education; therefore, programs have been developed to deter and/or provide treatment for alcohol and other drug abuse. First, education is provided about alcohol and other drug-related hazards and associated problems. Second, a program of assistance and referral is available to aid individuals who are experiencing alcohol and other drug-related problems. Third, disciplinary action procedures are applied to uphold the District policy regarding alcohol and other drug use.

The purpose of this regulation is to implement the provisions of the Drug-Free Workplace Act of 1988, which require federal grant recipients to provide a drug-free workplace.

Drug-Free Environment and Prevention Education

1. [The District offers a wide variety of educational opportunities to its employees and students that address alcohol and other drug-related issues. Information is publicized on each campus' website and through the student health centers. Additional educational opportunities may include awareness activities, conferences, workshops, films/videos, and lectures, some of which are offered in conjunction with other colleges and community agencies.](#)
2. [The District shall provide, as part of established campus orientations, educational and preventive information provided by the State Department of Public Health about opioid overdose and information about the use and location of fentanyl test strips and opioid overdose reversal medication to students at all campuses. Each campus student health center shall apply to distribute dosages of a federally approved opioid overdose reversal medication and participate in the Naloxone Distribution Project. Upon approval to distribute dosages of a federal approved opioid overdose reversal medication and participation in the Naloxone Distribution Project, each campus student health center will distribute a federally approved opioid overdose reversal medication obtained through the Naloxone Distribution Project. Each campus student health center will also stock fentanyl](#)

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP

3550 Drug-Free Environment and Drug Prevention Program



Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

[test strips in the campus student health center and distribute the fentanyl test strips through the campus student health center. The campus student health center will distribute written instructions on how to properly use the fentanyl test strips together with the fentanyl test strips.](#)

Assistance, Resources and Referrals

Drug or alcohol counseling, treatment, or rehabilitation or re-entry programs or referrals are available to employees or students. The District provides confidential referrals through an Employee-Assistance Program (EAP) for employees and their families needing assistance with drug or alcohol abuse. Please contact the Office of Human Resources for more information regarding EAP. Students should contact the [campus student health center](#) for resources or for assistance.

Disciplinary Action

1. Any employee who violates this policy will be subject to disciplinary action, in accordance with the collective bargaining agreements and applicable board policies and procedures, which may include termination of employment, or, consistent with local, state, or federal law, referral for prosecution.
2. Any student who violates this policy will be subject to disciplinary action as described in AP 5500 Standards of Student Conduct and AP 5520 Student Discipline Procedures.

Consistent with local, state, or federal law, any employee or student who violates this regulation may also be referred for satisfactory participation in a drug or alcohol abuse assistance or rehabilitation program.

Prohibition of Drugs

The unlawful manufacture, distribution, dispensing, possession or use of alcohol or any controlled substance is prohibited on any campus or on other grounds or properties owned, controlled, or administered by the District, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated under the control and use of the District.

The District will not tolerate any unlawful activity such as the possession, use, manufacture, distribution and/or dispensation of a controlled substance on any campus or on other grounds or properties owned, controlled, or administered by the District, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated under the control and use of the District. .

Substances as referred to include any and/or all of the following:

- Illegal drugs
- Legal drugs (either by prescription or over-the-counter) if illegally possessed or misused or overused to such an extent as to cause the impairment of job performance
- Other mind-altering chemicals, materials or substances
- Intoxicating beverages

Violation of this prohibition will result in appropriate action up to and including termination of employment, expulsion, and referral for criminal prosecution, or, as permitted by law, may require satisfactory participation in a drug abuse or alcohol assistance or rehabilitation program. As a condition of employment, employees must notify the District within five (5) days of any conviction for

AP

3550 Drug-Free Environment and Drug Prevention Program



Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

violating a criminal drug statute while in the workplace. The District is required to inform any agencies that require this drug-free policy within ten days after receiving notice of a workplace drug conviction.

Employee Notification of Workplace Criminal Drug Statute Violation

~~.In addition, employees must notify the District with five days of any conviction for violating a criminal drug statute while in the workplace. The District is required to inform any agencies that require this drug-free policy within ten days after receiving notice of a workplace drug conviction.~~

As a condition of employment, and pursuant to the Drug Free Workplace Act, employees must notify the District within five (5) days of any conviction for violating a criminal drug statute while in the workplace. The District is required to inform any agencies that require this drug-free policy within ten (10) days after receiving notice that an employee has been convicted of a workplace drug violation under the Act. Within thirty (30) days of receiving a notice of conviction, the District is required to discipline the employee and/or require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program. **Pre-Employment Drug Testing**

In order to foster a drug-free workplace and campus environment, the District shall mandate that all individuals applying for specific positions identified by the District undergo drug screening as part of their pre-employment drug test. The cost of the drug screening will be borne by the District. Any candidate testing positive for drugs will not be considered for employment. If the District has a contractual arrangement with an outside organization and the outside organization requires drug screening of the District employees in that contractual program, these employees must submit to and pass a drug screen.

Post-Accident Testing

For the purposes of this procedure, an accident is defined as an incident that occurred during District business while operating a ~~involving a commercial motor~~ District and/or personal/private vehicle in which there is either a fatality, an injury treated away from the scene, or a vehicle is required to be towed from the scene. "District business" means any officially authorized, assigned, or approved activity undertaken on behalf of the District that is performed within the course and scope of employment, including activities required by, reasonably related to, or arising out of an employee's assigned duties and responsibilities. A District vehicle is defined as a motor vehicle owned, rented, or leased by the San Bernardino Community College District and used for the purpose of conducting District business. A personal/private vehicle is a motor vehicle, owned, rented, or leased by an individual or entity other than the San Bernardino Community College District.

1. As soon as practicable following an accident that occurred during District business while operating a District and/or personal/private vehicle ~~involving a commercial motor vehicle~~, the District shall test the following individuals for alcohol and controlled substances: (1) any covered employee who was performing safety sensitive functions with respect to the vehicle, if the accident involved the loss of human life; and/or (2) any covered employee who receives a citation under state or local law for a moving violation arising from the accident.
2. If the alcohol test is not administered within two (2) hours following the accident, the District shall document the reasons the test was not promptly administered. If the alcohol test is not administered within eight (8) hours following the accident, the District shall cease attempts to administer the test and shall document the reasons the test was not administered.
3. If the controlled substances test is not administered within thirty-two (32) hours following the accident, the District shall cease attempts to administer the test and document the reasons the test was not administered.

Drivers who are subject to post-accident testing shall remain readily available for such testing or may be deemed by the District to have refused testing.

Reasonable Suspicion Testing - Current Employees

- The District shall require an employee to submit to an alcohol or controlled substances test, as appropriate, when the District has reasonable suspicion to believe that the employee has engaged in prohibited conduct. The District's determination that reasonable suspicion exists shall be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, and/or body odors of the employee and reasonable suspicion shall be established and documented by the District Police Department (SBCCD PD) based on the following factors: Observable phenomena, such as direct observation of drug or alcohol use or possession and/or the physical symptoms of being under the influence of drugs or alcohol. The factors listed below may demonstrate physical symptoms of being under the influence of drugs or alcohol (this list is not intended to be exhaustive):
 1. Equilibrium – does the person stagger, sway side to side or backward and forward when standing? Does the person stagger when walking?
 2. Speech – is the person's manner of speech slurred, rapid, or slow when compared to the person's normal manner of speech?
 3. Mental Reaction – during conversations with the person or by observing the person in conversations with others, are the person's statements responsive or consistent with the topic or the sequence of the conversation? Does the person's attention appear to wander?
 4. Odor of alcohol or controlled substance on breath, body or clothing – is there any suspicious odor, or is there a lack of such an odor?
 5. Eyes – are the person's eyes normal? Are the pupils constricted or dilated? Are the eyes extremely red or red rimmed? Does the person have difficult focusing his or her their eyes?
 6. Physical Actions – is a normally calm person hyperactive or nervous? Does he or she they appear to act nervous or in a nervous way? Is a normally energetic, active, gregarious person lethargic, inattentive, or withdrawn?
 7. Mood – is the person abnormally hostile, angry or short with others, or abnormally sad, or given to uncontrolled crying or depression when compared to the person's normal mood?

AP**3550 Drug-Free Environment and Drug Prevention Program**

Non 10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Torres ♦ Both BP & AP Exist

- A pattern of abnormal conduct or erratic behavior.
- Conviction for a drug-related or alcohol-related offense, or the identification of an employee as the focus of a criminal investigation into illegal drug possession, use or distribution, while on compensable work time.
- Information provided either by reliable or credible sources or independently corroborated by other sources, to include self-admission of drug/alcohol use.
- Evidence that the employee tampered with a previous drug test.

Refusal to be drug tested based upon evidence of reasonable suspicion may constitute insubordination, and the employee may be subject to discipline up to and including termination from employment.

Drug testing, as arranged by the District, shall be tailored towards the specific signs/symptoms being exhibited by the employee.

Employee Information

All new employees will be provided with a copy of the District's Drug-Free Environment and Drug Prevention Policy and Administrative Procedure. Acknowledgement of receipt of the Policy and Procedure shall be signed by each employee and maintained in their personnel file.

References:

[Education Code Section 67384;](#)

Drug Free Schools and Communities Act Amendment of 1989;

20 U.S. Code Section 1011i;

34 Code of Federal Regulations 86.1 et seq

Federal Drug-Free Workplace Act of 1988;

41 U.S. Code Section 8103

End Recommendation for AP 3550 Drug- Free Environment and Drug Prevention Program

BP 3920 Electronic Mail



Non 10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

Please select one of the reasons for review below. Delete all other options.

- > Chapter Lead Recommendation
- > CCLC Legal Update
- > Minor Clerical Update

Level 1 Review Schedule

Current Review Progress

- 02/10/2026 ♦ Recommendation Received
- 02/19/2026 ♦ PPAC Approves Review Level
- 03/26/2026 ♦ Final Policy Review by PPAC (Level 1 Info Only)

Pending Action Required

- 03/26/2026 ♦ Final Policy Review by PPAC (Level 1 Info Only)
- 03/05/2026 ♦ Chancellor's Council Approval
- 04/19/2026 ♦ BOT 1st Read
- 05/14/2026 ♦ BOT Final Approval
- 05/18/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 3920 Electronic Mail

From current SBCCD BP 3730 titled Electronic Mail

The District provides electronic mail services to its employees at District expense. Use of the electronic mail system is authorized in District business and incidental personal use. Third party use is not authorized.

See BP/AP 3720 titled Computer and Network Use

Reference:
No references

End Recommendation for BP 3920 Electronic Mail

AP 3920 Electronic Mail



Non 10+1 ♦ Non CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

Please select one of the reasons for review below. Delete all other options.

- > Chapter Lead Recommendation
- > CCLC Legal Update
- > Minor Clerical Update

Level 1 Review Schedule

Current Review Progress

- 02/10/2026 ♦ Recommendation Received
- 02/19/2026 ♦ PPAC Approves Review Level
- 03/26/2026 ♦ Final Policy Review by PPAC (Level 1 Info Only)

Pending Action Required

- 03/26/2026 ♦ Final Policy Review by PPAC (Level 1 Info Only)
- 04/05/2026 ♦ Chancellor's Council Approval
- 04/19/2026 ♦ BOT 1st Read
- 05/14/2026 ♦ BOT Final Approval
- 05/18/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 3920 Electronic Mail

Scope and Purpose:

This procedure applies to any individual who is provided an email account and services managed by or for San Bernardino Community College District (SBCCD). Electronic mail, like postal mail, is an official means for communicating SBCCD business. Employees are provided a SBCCD email account to promote the effective and efficient use of time and resources for instruction and SBCCD business related purposes. All employees are expected to read, and shall be presumed to have received and read, all email messages sent to their official SBCCD email account. Employees must only use their SBCCD email for official email correspondence in the performance of their duties. Personal email accounts should not be used to conduct SBCCD related business. Further, SBCCD email accounts should not be used as an individual's primary personal email address. Employees may use SBCCD email to conduct the necessary business of the campus unions, such as updates, scheduling of meetings, and operational questions about union business. Records pertaining to SBCCD business maintained on personal and external email services and devices may be discoverable in litigation, disclosed to comply with a subpoena, and subject to disclosure pursuant to the California Public Records Act.

From current SBCCD AP 3730 titled Electronic Mail

A. Right of Access/Disclosure

The District reserves the right of access to and disclosure of electronic mail messages sent or received by employees with the use of the District electronic mail system.

B. Personal/Private Messages

The District will attempt to honor the privacy or private messages unless it has reasonable grounds to access them. If an employee sends, receives, or stores personal or private messages of an incidental nature, the employee must take special steps to protect the privacy of such messages through such means as designation of the message as private or by storing them in a special area.

C. Snooping

Employees are prohibited from the use of the electronic mail and computer systems for the purpose of satisfying idle curiosity

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

AP 3920 Electronic Mail



Non 10+1 ♦ Non CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

about the affairs of others, with no substantial business purpose for obtaining access to the files or communications of others. Violators are subject to appropriate disciplinary measures.

D. Miscellaneous Special Uses

Employees shall not use the District electronic mail system for any of the following uses:

1. Chain letters.
2. Copies of documents in violation of copyright laws.
3. Forwarding of electronic mail messages without a legitimate business purpose under circumstances likely to lead to embarrassment of the sender or to violate clearly expressed desire of the sender to restrict additional dissemination.
4. Use in violation of rules applicable to Electronic Data Interchange systems.
5. [Automatic Forwarding of all incoming messages to external \(personal/private/non-SBCCD\) email accounts](#)
6. Use of electronic mail for "moonlighting" or job searches.
7. Use of electronic mail to send messages, access to which is restricted by government security laws or regulations.

E. Monitoring for Security Violations

The District will not monitor electronic mail messages as a routine matter. The District will respond to legal process and fulfill its obligations to third parties. The District will inspect the contents of electronic mail messages in the course of an investigation triggered by indications of impropriety or as necessary to locate substantive information that is not more readily available by some other less intrusive means. The District may review the electronic mail communications of an employee to determine whether there have been any breaches of security, violations of company policy, or defalcations of duty on the part of the employees.

F. Targeted Access

The District recognizes the employees have an interest of privacy with regard to the electronic mail messages they send or receive. The District reserves the right to access and disclose the contents of employee electronic mail messages, but will do so only when it has a legitimate business need to do so and the urgency of the need is sufficiently strong to offset the District's commitment to honor the employee's interest in privacy.

G. Disclosure

The contents of electronic mail, properly obtained for legitimate business purposes, may be disclosed without the permission of the employee. Any disclosure without the consent of the employee who sent the message shall be limited to those employees who have a legitimate need to know.

The District will attempt to refrain from disclosure of particular messages, based on objections on the ground that publication of the message will create personal embarrassment for the employee who sent the message, unless such disclosure is required to serve a legitimate business purpose or satisfy a legal obligation.

The District may use information regarding the number, sender, recipient and address of messages sent over the electronic mail system for any proper business purpose.

H. Disclosure to Law Enforcement Officials

Reasonable effort will be made to notify an employee when law enforcement officials seek access to messages addressed to the employee or under the employee's control unless law enforcement officials obtain orders prohibiting such notice. Such notification is not necessary if the law enforcement activity relates to the possibility that the District may be the victim of a crime.

I. Approval of Access and/or Disclosure

The Chancellor or College President must approve any request for access to the contents of electronic mail to be made

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

AP 3920 Electronic Mail



Non 10+1 ♦ Non CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

without the consent of a sender or recipient. The Chancellor or College President must approve the use or disclosure of information obtained from inspection or monitoring of electronic mail.

Reference:

No references

End Recommendation for AP 3920 Electronic Mail

BP 4010 Academic Calendar



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Chapter Lead Recommendation

Level 3 Review Schedule

Curent Review Progress

- 12/14/2025 ♦ Recommendation Received
- 12/18/2025 ♦ PPAC Approves Review Level
- 01/15/2025 ♦ Initial Policy review by PPAC
- 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved moves to Chancellor’s Council, otherwise bring back for further discussion)
- 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

- 04/02/2026 ♦ Chancellor’s Council Approval
- 05/09/2026 ♦ BOT 1st Read
- 06/11/2026 ♦ BOT Final Approval
- 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 4010 Academic Calendar

The Chancellor shall, in consultation with the appropriate groups, develop an annual academic calendar. The academic calendar may include flexible calendar days for professional learning activities as authorized or required by Title 5.

References:

- Education Code Section 70902(b)(12)
- Title 5 Section 55720-55732

End Recommendation for BP 4010 Academic Calendar

BP**4020 Program, Curriculum, and Course Development**

10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Legal Update 44 - Updated to revise the reference to the ACCJC Accreditation Standard pursuant to the 2024 changes in the ACCJC Accreditation Standards.

Level 3 Review Schedule**Current Review Progress**

11/15/2025 ♦ Recommendation Received
 11/20/2025 ♦ PPAC Approves Review Level
 12/18/2025 ♦ Initial Policy review by PPAC
 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved moves to Chancellor's Council, otherwise bring back for further discussion)
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 4020 Program, Curriculum, and Course Development

The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. To that end, the Chancellor shall establish procedures for the development and review of all curricular offerings, including their establishment, modification, or discontinuance.

Furthermore, these procedures, following the guidelines of Title 5, shall include:

- appropriate involvement of the faculty and Academic Senate in all processes;
- regular review and justification of programs and course descriptions;
- opportunities for training for persons involved in aspects of curriculum development; and
- consideration of job market and other related information for career and technical education programs.

The Board acknowledges that District faculty, the college curriculum committees, and the college Academic Senates have the shared responsibility to ensure that curriculum review committee members and discipline experts work together to provide Diversity, Equity, Inclusion, and Anti-Racism (DEIA) frameworks and principles in curriculum review and approval processes for credit and noncredit, including programs and curricula in ethnic studies that encompass instruction and infusion of perspectives of African American, Asian American, Native American, and Latinx people. The curriculum process is supported by Administrators and classified professionals throughout the District who will collaborate to work with faculty to implement equity-minded practices.

All new programs and program discontinuances shall be approved by the Board of Trustees.

All new programs shall be submitted to the California Community College Chancellor's Office for approval as required.

Individual degree-applicable credit courses offered as part of a permitted educational program shall be approved by the Board. Non-degree-applicable credit and degree-applicable courses that are not part of an existing approved program must satisfy the conditions authorized by Title 5 regulations and shall be approved by the Board.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

BP**4020 Program, Curriculum, and Course Development**

10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Credit Hour

Consistent with federal regulations applicable to federal financial aid eligibility, the District shall assess and designate each of its programs as either a "credit hour" program or a "clock hour" program.

The Chancellor shall establish procedures:

- which prescribe the definition of "credit hour" consistent with applicable federal regulations, as they apply to community college districts.
- to assure that curriculum at the District complies with the definition of "credit hour" or "clock hour," where applicable.
- for using a clock-to-credit hour conversion formula to determine whether a credit hour program is eligible for federal financial aid. The conversion formula is used to determine whether such a credit hour program has an appropriate minimum number of clock hours of instruction for each credit hour it claims.

References:

Education Code Sections 70901(b), 70902(b), and 78016; Title 5 Sections 51000, 51022, 55002.5, 55090 et seq., 55100, 55130, and 55150; U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended; 34 Code of Federal Regulations Sections 600.2, 602.24, 603.24, and 668.8; ACCJC Accreditation Standards [II.A and II.A.9.2](#)

End Recommendation for BP 4020 Program, Curriculum, and Course Development

AP**4020 Program, Curriculum, and Course Development**

10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

- > Legal Update 44 - Updated to revise the reference to the ACCJC Accreditation Standard pursuant to the 2024 changes in the ACCJC Accreditation Standards.
- > Legal Update 43: The Service updated this procedure to clarify that Title 5 regulations require districts to develop and offer programs and curricula in ethnic studies, but districts have the option to develop and offer programs and curricula that infuse a global perspective into the curricular offerings and programs and curricula that include instruction on the perspectives of persons with low socioeconomic status in the topic.
- > Legal Update 42: The Service updated this procedure to align with updated Title 5 regulations.

Begin Recommendation for AP 4020 Program, Curriculum, and Course Development

Note: This procedure is legally required in an effort to show good faith compliance with the applicable federal regulations

District faculty, the college curriculum committees, and the college Academic Senates have the shared responsibility to ensure that curriculum review committee members and discipline experts work together to provide Diversity, Equity, Inclusion, and Anti-Racism (DEIA) frameworks and principles in curriculum review and approval processes for credit and noncredit, including programs and curricula in ethnic studies that encompass instruction and infusion of perspectives of African American, Asian American, Native American, and Latinx people. The curriculum process is supported by Administrators and classified professionals throughout the District who will collaborate to work with faculty to implement equity-minded practices.

Curriculum development procedures for each college are developed by the campus curriculum committees under the purview of the academic senates. The respective curriculum handbooks prepared and revised by each campus committee are posted on the college's curriculum committee webpage.

- One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately [15 weeks for one semester or trimester hour of credit], [or 10 to 12 weeks for one quarter hour of credit], or the equivalent amount of work over a different amount of time; or
- At least an equivalent amount of work as required in the paragraph above, of this definition for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

[The District shall develop and offer programs and curricula in ethnic studies. The District shall develop programs and curricula that infuse a global perspective into the curricular offerings, and programs and curricula that include instruction on the perspectives of persons with low socioeconomic status in the topic.](#)

Curriculum development procedures for each college in the District are documented in the respective curriculum handbooks prepared by each campus.

Faculty, the college curriculum committees, and the college Academic Senates have the shared responsibility to ensure that Ethnic Studies course materials and curriculum:

- Are written by and for Native American, Black and African American, Latinx, and Asian American communities rather than only about those communities.
- Address structural and institutional racism, discrimination, oppression, and privilege.
- Focus on the eleven principles of Ethnic Studies:
 1. Love
 2. Respect
 3. Reflection

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

AP

4020 Program, Curriculum, and Course Development



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

- 4. Hope
- 5. Solidarity
- 6. Critical Consciousness
- 7. Community
- 8. Interconnection
- 9. Wellness
- 10. Healing
- 11. Transformation

References:

Title 5 Sections 51021, 55000 et seq., and 55100 et seq.;

34 Code of Federal Regulations Part 600.2; ACCJC Accreditation Standard [II.A.2](#)

U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended.

End Recommendation for AP 4020 Program, Curriculum, and Course Development

AP 4022 Course Approval



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> CCLC Legal Update #46

Level 2 Review Schedule

Current Review Progress

12/14/2025 ♦ Recommendation Received
 12/18/2025 ♦ PPAC Approves Review Level
 01/15/2026 ♦ Initial Policy review by PPAC
 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved moves to Chancellor's Council, otherwise bring back for further discussion)
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 4022 Course Approval

The District will rely primarily upon the Academic Senate for all recommendations for new courses, changes or revision of courses, or other modifications of curriculum. These recommendations must be approved by the respective college curriculum committee, following all locally approved processes, prior to approval by the Board of Trustees and submission to the State Chancellor's Office as required.

Credit Courses

Procedures for course approval of credit courses must address at least the following:

- The curriculum committee and District governing board have approved each credit course pursuant to Title 5 Section 55002, Title 5 Section 55002.5, and the California Community Colleges Chancellor's Office Program and Course Approval Handbook.
- District personnel involved in the credit course approval process, including members of the curriculum committee, received the training provided for in Title 5 Section 55100.
- Unless modified to properly address the reasons for denial, no courses may be offered that were previously denied separate approval by the California Community Colleges Chancellor's Office.
- The District governing board has established local policies or procedures specifying the relationship between contact hours, outside-of-class hours, and the calculation of credit hours.
- The District promptly reported all credit courses approved by the District governing board to the California Community Colleges Chancellor's Office Curriculum Inventory and Management Information Systems.
- Annual certification to the California Community Colleges Chancellor's Office before the conclusion of each academic year that the District complied with the regulatory requirements relating to the approval of credit courses.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 4022 Course Approval



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Non-Credit Courses

Districts may approve non-credit courses pursuant to Title 5 Section 55002 and the California Community Colleges Chancellor's Office Program and Course Approval Handbook. Procedures for course approval of non-credit course must address at least the following:

- The curriculum committee and District governing board have approved each non-credit course pursuant to Title 5 Section 55002 and the California Community Colleges Chancellor's Office Program and Course Approval Handbook.
- The District promptly reported all non-credit courses approved by the District governing board to the California Community Colleges Chancellor's Office Curriculum Inventory Management Information Systems.
- District personnel involved in the non-credit course approval process, including curriculum committee members, received the training provided for in Title 5 Section 55150.
- The District governing board has established local policies or procedures specifying attendance counting consistent with Education Code Sections 84030 et seq.
- Annual certification to the California Community Colleges Chancellor's Office before the conclusion of each academic year that the District has complied with the requirements of Title 5 Section 55150 relating to the approval of non-credit courses.

By September 30 of each year, the District shall submit a certification to the State Chancellor's Office, verifying that the persons who will serve on the Curriculum Advisory Committee, and others who will be involved in the curriculum approval process at the college, have received training consistent with guidelines prescribed by the State Chancellor on stand-alone credit course approval and relevant regulations.

Reference:

Title 5 Section 55100 and 55150

End Recommendation for AP 4022 Course Approval

BP 4025 Philosophy and Criteria for Degrees and General Education



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

Please select one of the reasons for review below. Delete all other options.

> Chapter Lead Recommendation

> CCLC Legal Update

> Minor Clerical Update

Level 3 Review Schedule

Curent Review Progress

12/14/2025 ♦ Recommendation Received

12/18/2025 ♦ PPAC Approves Review Level

01/15/2025 ♦ Initial Policy review by PPAC

02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved moves to

Chancellor's Council, otherwise bring back for further discussion)

03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval

05/09/2026 ♦ BOT 1st Read

06/11/2026 ♦ BOT Final Approval

07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 4025 Philosophy and Criteria for Associate Degree and General Education

Courses that are designated to fulfill the general education and depth requirements shall meet the following philosophy:

The awarding of an Associate degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the college to lead students through patterns of learning experiences designed to develop certain capabilities and insights. Among these are the ability to think and to communicate clearly and effectively both orally and in writing; to use mathematics, to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems, and to develop the capacity for self-understanding.

In addition to these accomplishments, the student shall possess sufficient depth in some field of knowledge to contribute to lifetime interest.

Central to an Associate degree, general education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most important, general education should lead to better self-understanding.

In establishing or modifying a general education program, ways shall be sought to create coherence and integration among the separate requirements. It is also desirable that general education programs involve students actively in examining values inherent in proposed solutions to major society societal problems.

The District may offer baccalaureate degrees. The District's philosophy on general education shall extend to the baccalaureate degree, and the District's goals for the baccalaureate shall include addressing unmet local and regional workforce needs.

BP

4025 Philosophy and Criteria for Degrees and General Education



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

References:

Title 5 Section 55061 and 55090 et seq.; ACCJC Accreditation Standard 2

End Recommendation for BP 4025 Philosophy and Criteria for Associate Degree and General Education

AP**4025 Philosophy and Criteria for Associate Degree and General Education**

10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

Please select one of the reasons for review below. Delete all other options.

- >
- > CCLC Legal Update

Current Review Progress

12/14/2025 ♦ Recommendation Received
 12/18/2025 ♦ PPAC Approves Review Level
 01/15/2025 ♦ Initial Policy review by PPAC
 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved moves to Chancellor's Council, otherwise bring back for further discussion)
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 4025 Philosophy and Criteria for Associate Degree and General Education

The philosophy and criteria for the associate degree and general education should address the considerations contained in the references listed below. These include, but are not limited to:

The programs of the District are consistent with the institutional mission, purposes, demographics and economics of its community.

The philosophy and criteria regarding the associate degree references the policy of the Board of Governors that the associate degree symbolizes a successful attempt to lead students through patterns of learning experiences designed to develop certain capabilities and insight, including:

- The ability to think and communicate clearly and effectively in speaking and writing;
- Understand and use mathematics in everyday living;
- Understand the modes of inquiry of the major disciplines;
- Understand the methods used in knowledge acquisition within major disciplines such as science, humanities, and social sciences;
- Achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for self-understanding. Be aware and receptive to other cultures and time periods
- Develop an understanding and appreciation of the arts and humanities

[The philosophy and criteria regarding the baccalaureate degree should address the considerations contained in the references listed above and reference the District's baccalaureate degree goals, which shall include addressing unmet local and regional workforce needs.](#)

AP**4025 Philosophy and Criteria for Associate Degree and General Education**

10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

The philosophy and criteria regarding general education references the policy of the Board of Governors that general education should lead to better self-understanding, including:

- Develop the capacity for improved self-understanding.
- General education is designed to introduce students to the variety of means through which people comprehend the modern world.
- General education introduces the content and methodology of the major areas of knowledge and provides an opportunity for students to develop intellectual skills, information technology facility, affective and creative capabilities, social attitudes, and an appreciation for cultural diversity.

Procedures to determine which courses address this philosophy and criteria are developed by the campus curriculum committees under the purview of the respective Academic Senate. These procedures are documented in the campus curriculum committee handbook.

References:

Title 5 Section 55061 and 55090 et seq.; ACCJC Accreditation Standard 2

End Recommendation for AP 4025 Philosophy and Criteria for Associate Degree and General Education

BP 4103 Work Experience



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> FYI only to support Legal Update 43 review of AP.

Level 3 Review Schedule

Curent Review Progress

- 11/15/2025 ♦ Recommendation Received
- 11/20/2025 ♦ PPAC Approves Review Level
- 12/18/2025 ♦ Initial Policy review by PPAC
- 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved moves to Chancellor’s Council, otherwise bring back for further discussion)
- 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

- 04/02/2026 ♦ Chancellor’s Council Approval
- 05/09/2026 ♦ BOT 1st Read
- 06/11/2026 ♦ BOT Final Approval
- 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 4103 Work Experience

The District allows students to receive credit for work experience. The Chancellor is responsible for regulations governing this program.

References:

- Education Code Section 78249;
- Title 5 Sections 55250 et seq.

End Recommendation for BP 4103 Work Experience

AP 4103 Work Experience



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Legal Update 43: The Service updated this procedure to revise the title and content to align with changes in the Title 5 regulations.

Level 3 Review Schedule

Curent Review Progress

11/15/2025 ♦ Recommendation Received
 11/20/2025 ♦ PPAC Approves Review Level
 12/18/2025 ♦ Initial Policy review by PPAC
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 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 4103 Work Experience

(

The SBCCD has developed a Cooperative Work Experience plan which has been submitted to the State Chancellor's Office. The plan delineates:

- ~~The systematic design of the program so that students gain realistic learning experiences through work;~~
- ~~The respective responsibilities of the college, the student, the employer and other cooperating agencies;~~
- ~~The guidance services offered to prospective and accepted students;~~
- ~~The academic personnel who have been hired to manage and direct the program;~~
- ~~The process for documenting the students' on-the-job learning experiences is documented with written measurable learning objectives;~~
- ~~The learning objective students are required to meet certain criteria and how the objectives are evaluated;~~
- ~~The basis for awarding grades and credit;~~
- ~~How adequate clerical and instructional services is being provided~~
- The respective responsibilities of the college, faculty, student, employer, and any other cooperating individuals or agencies involved in providing work experience education;
- The types of work experience education offered by the District;
- How the District will:
 - Provide guidance services for students during the enrollment in work experience education;
 - Assign sufficient instructional or other personnel to direct the program and provide other required District services;
 - Assess student progress in work experience education through written, measurable learning objectives and outcomes;
 - Ensure planned opportunities for students to discuss their educational growth with the appropriate college and employer representatives at regular intervals within each term;
 - Assign grades or other evaluative symbols to mark student achievement in work experience education courses, and award units of credit, when applicable;
 - Analyze disaggregated work experience enrollment, persistence, and course success data related to certificate, degree and transfer attainment (disaggregations including, but not limited to, student race/ethnicity, income status, gender, and accessibility status for credit & noncredit work experience);
 - Ensure adequate clerical and instructional services are available to facilitate the program; and
 - Ensure equitable access to work experience opportunities for underrepresented and socioeconomically disadvantaged students.

In addition, the plan procedures addresses The retention as student records the following documents for each work experience education student: learning agreements establishing hours that will be worked; statements verifying hours worked; records of consultation with the employer; records

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 4103 Work Experience



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

~~of faculty consultation; evaluation of student achievement of learning objectives by instructor; the work permit for minor students; and records of the final grade. the maintenance of records including the type and units of work experience in which student is enrolled, where employed, job held, basis for determining student qualifications, statement of student hours worked, evaluation of, and issuance of a work permit.~~

To enroll in a work experience class a student must:

- Be simultaneously enrolled in a class that relates to the Cooperative Work Experience
- Identify their Faculty Advisor in a related discipline and their Worksite Supervisor

Supervising faculty maintain records documenting consultation with the employer and the student, evaluation of the student's achievement, and basis upon which the final grade was awarded. Final grades will be determined by the work experience instructor who may consult with the employer.

The Cooperative Work Experience Plan is posted on the SBCCD website.

References:

[Education Code Section 78249;](#)
Title 5, Sections 55250 et seq.

End Recommendation for AP 4103 Work Experience

BP 4260 Prerequisites and Co-requisites



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Requested by CHC Academic Senate at 3/11/2024 PPAC to review to change the five-day timeframe in which to resolve challenges to a ten-day time frame, and to define what working days mean for faculty.

Level 3 Review Schedule

Current Review Progress

12/14/2025 ♦ Recommendation Received
 12/18/2025 ♦ PPAC Approves Review Level
 01/15/2026 ♦ Initial Policy review by PPAC
 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved moves to Chancellor's Council, otherwise bring back for further discussion)
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 4260 Prerequisites and Co-requisites

NOTE: The language in current SBCCD BP 4260 reflects the **legally required** information.

- From current SBCCD BP 4260 titled **Prerequisites and Corequisites**

The college curriculum committees are authorized by the Chancellor to establish prerequisites, co-requisites, and advisories on recommended preparation for courses in the curriculum. All such prerequisites, co-requisites, and advisories shall be established in accordance with the standards set out in Title 5. Any prerequisites, co-requisites, or advisories shall be necessary and appropriate for achieving the purpose for which they are established. The procedures shall include a way in which a prerequisite or co-requisite may be challenged by a student on grounds permitted by law. Prerequisites, co-requisites, and advisories shall be identified in College publications available to students.

References:

Title 5, Sections 55000, and 55003

End Recommendation for BP 4260 Prerequisites and Co-requisites

AP 4260 Prerequisites and Co-requisites



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Requested by CHC Academic Senate at 3/11/2024 PPAC to review to change the five-day timeframe in which to resolve challenges to a ten-day time frame, and to define what working days mean for faculty.

Level 3 Review Schedule

Current Review Progress

12/14/2025 ♦ Recommendation Received
 12/18/2025 ♦ PPAC Approves Review Level
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 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 4260 Prerequisites and Co-requisites

NOTE: Language in Title 5 regarding prerequisites and co-requisites has undergone frequent revisions in the last several years. The language in red ink (below) was updated in 8/07, 7/11, 3/12, 9/12, 6/13. It appears that current SBCCD AP 4260 reflects the recent revisions in the Title 5 Regulations.

- From current SBCCD AP 4260 titled Prerequisites and Corequisites

Prerequisites, corequisite, advisories, and limitations are necessary to ensure that San Bernardino Community College District (District) students succeed in their coursework and have access to the courses they require. It is important to have prerequisites in place where they are a vital factor in maintaining academic standards. It is also necessary to ensure that prerequisites, co-requisites, advisories, and limitations do not constitute unjustifiable obstacles to student access and success. Therefore, to foster the appropriate balance between these two concerns, the Education Code requires that prerequisites, co-requisites, advisories, and limitations be established based solely on content review or content review with statistical validation.

A. Information in the Catalog and Schedule of Courses

The college shall provide the following explanations both in the college catalog and in the schedule of courses:

1. Definitions of prerequisites, corequisites, and limitations on enrollment including the differences among them and the specific prerequisites, corequisites, and limitations on enrollment that have been established.
2. Procedures for a student to challenge prerequisites, corequisites, and limitations on enrollment and circumstances under which a student is encouraged to make such a challenge. The information about challenges must include, at a minimum, the specific process including any deadlines, the various types of challenge that are established in law, and any additional types of challenge permitted by the college.
3. Definitions of advisories on recommended preparation, the right of a student to choose to take a course without

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback



4260 Prerequisites and Co-requisites



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

meeting the advisory, and circumstances under which a student is encouraged to exercise that right.

4. Definitions of contract course, corequisite, noncredit basic skills course, non-degree-applicable basic skills courses, prerequisite and satisfactory grade.

B. Challenge Process

1. Any student who does not meet a prerequisite or corequisite or who is not permitted to enroll due to a limitation on enrollment but who provides satisfactory evidence may seek entry into the course as follows:
 - a. If space is available in a course when a student files a challenge to the prerequisite or corequisite, the District shall reserve a seat for the student and resolve the challenge within five (5) working days. If the challenge is upheld or the District fails to resolve the challenge within the five (5) working-day period, the student shall be allowed to enroll in the course.
 - b. If no space is available in the course when a challenge is filed, the challenge shall be resolved prior to the beginning of registration for the next term and, if the challenge is upheld, the student shall be permitted to enroll if space is available when the students registers for that subsequent term.
2. Grounds for challenge shall include the following:
 - a. Those grounds for challenge specified in Title 5, Section 55201(f).
 - b. The student seeks to enroll and has not been allowed to enroll due to a limitation on enrollment established for a course that involves intercollegiate competition or public performance, or one or more of the courses for which enrollment has been limited to a cohort of students. The student shall be allowed to enroll in such a course if otherwise he or she would be delayed by a semester or more in attaining the degree or certificate specified in his or her educational plan.
 - c. The student seeks to enroll in a course that has a prerequisite established to protect health and safety, and the student demonstrates that he or she does not pose a threat to himself or herself or others.
 - d. The student has the obligation to provide satisfactory evidence that the challenge should be upheld. However, where facts essential to a determination of whether the student's challenge should be upheld are or ought to be in the college's own records, then the college has the obligation to produce that information.

C. Curriculum Review Process

The curriculum review process shall at a minimum be in accordance with all of the following:

1. Establish a curriculum committee and its membership in a manner that is mutually agreeable to the college administration and the academic senate.
2. Establish prerequisites, corequisites, and advisories on recommended preparation (advisories) only upon the recommendation of the academic senate except that the academic senate may delegate this task to the curriculum committee without forfeiting its rights or responsibilities under Section 53200-53204 and within the limits set forth in Title 5 Section 55003. Certain limitations on enrollment must be established in the same manner.
3. Establish prerequisites, corequisites, advisories on recommended preparation, and limitations on enrollment only if:
 - a. The faculty in the discipline or, if the college has no faculty member in the discipline, the faculty in the department does all of the following:
 1. Approve the course; and,
 2. As a separate action, approve any prerequisite or corequisite, only if:

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP**4260 Prerequisites and Co-requisites**

10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

- a. The prerequisite or corequisite is an appropriate and rational measure of a student's readiness to enter the course or program as demonstrated by a content review including, at a minimum, all of the following:
 - i. involvement of faculty with appropriate expertise;
 - ii. consideration of course objectives set by relevant department(s). The curriculum review process should be done in a manner that is in accordance with accreditation standards.
 - iii. be based on a detailed course syllabus and outline of record, tests, related instructional materials, course format, type and number of examinations, and grading criteria;
 - iv. specification of the body of knowledge and/or skills which are deemed necessary at entry and/or concurrent with enrollment;
 - v. identification and review of the prerequisite or co-requisite that develops the body of knowledge and/or measures skills identified under iv.
 - vi. matching of the knowledge and skills in the targeted course (identified under iv.) and those developed or measured by the prerequisite or co-requisite (i.e., the course or assessment identified under v.); and
 - vii. maintain documentation that the above steps were taken.
 - b. The prerequisite or corequisite meets the scrutiny specified in one of the procedures for review of individual courses (see below), and specify which.
3. Approve any limitation on enrollment that is being established for an honors course or section, for a course that includes intercollegiate competition or public performance, or so that a cohort of students will be enrolled in two or more courses, and, in a separate action, specify which.
 4. Approve that the course meets the academic standards required for degree applicable courses, non-degree applicable courses, non-credit courses, or community service respectively.
 5. Review the course outline to determine if a student would be highly unlikely to receive a satisfactory grade unless the student had knowledge or skills not taught in the course. If the student would need knowledge or skills not taught in the course itself, then the course may be approved for degree applicable credit only if all requirements for establishing the appropriate prerequisite have been met excepting only approval by the curriculum committee.
 6. Review the course outline to determine whether receiving a satisfactory grade is dependent on skills in communication or computation. If receiving a satisfactory grade is sufficiently dependent on such skills, then the course may be approved for degree applicable credit only if all requirements have been met for establishing a prerequisite or corequisite of not less than eligibility for enrollment to a degree-applicable course in English or mathematics, respectively.
 - a. A course which should have a prerequisite or corequisite as provided in (5) or (6) but for which one or more of the requirements for establishing a prerequisite have not been met may only:
 - i. Be reviewed and approved pursuant to the standards for non-degree applicable credit, non-credit, or community service; or
 - ii. Be revised and reviewed as required to meet the criteria for establishing the necessary prerequisites or co-requisites.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback



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- b. The curriculum committee also reviews the course and prerequisite in a manner that meets each of the requirements specified above.
 - c. If the District chooses to use content review as defined in Title 5 of the Code of California Regulations Section 55000(c) to define prerequisites and corequisites in reading, written expression, or mathematics for courses that are degree applicable and are not in a sequence, it must adopt a plan consistent with Title 5 of the Code of California Regulations Section 55003(c).
4. **Program Curriculum Review.** As a regular part of the curriculum review process or at least every six years, the college shall review each prerequisite, corequisite, or advisory to establish that each is still supported by the faculty in the discipline or department and by the curriculum committee and is still in compliance with all other provisions of this policy and with the law. Any prerequisite or corequisite that is still supported shall be reviewed promptly thereafter to assure that it is in compliance with all other provisions of this policy and with the law.
5. **Implementing Prerequisites, Corequisites, and Limitations on Enrollment.** Implementation of prerequisites, corequisites, and limitations on enrollment must be done in a consistent manner and not left exclusively to the classroom instructor. Every attempt shall be made to enforce all conditions a student must meet to be enrolled in the course through the registration process so that a student is not permitted to enroll unless he or she has met all the conditions or has met all except those for which he or she has a pending challenge or for which further information is needed before final determination is possible of whether the student has met the condition.
6. **Instructor's Formal Agreement to Teach the Course as Described.** Each college shall establish a procedure so that courses for which prerequisites or corequisites are established will be taught in accordance with the course outline, particularly those aspects of the course outline that are the basis for justifying the establishment of the prerequisite or corequisite. The process shall be established by consulting collegially with the local academic senate and, if appropriate, the local bargaining unit.

D. Review of Individual Courses

If the student's enrollment in a course or program is to be contingent on his or her having met the proposed prerequisite(s) or corequisite(s), then such a prerequisite or corequisite must be established as follows. If enrollment is not blocked, then what is being established is not a prerequisite or corequisite but, rather, an advisory on recommended preparation and must be identified as such in the schedule and catalog. Establishing advisories does not require all the following steps.

1. **Levels of Scrutiny.** Prerequisites and corequisites must meet the requirements of at least one of the following subsections:
 - a. **The Standard Prerequisites or Corequisites.** The college may establish satisfactory completion of a course as prerequisite or co-requisite for another course provided that, in addition to obtaining the review of the faculty in the discipline or department and the curriculum committee as provided above, the college specifies as part of the course outline of record at least three of the campuses of the University of California and the California State University which reflect in their catalogs that they offer the equivalent course with the equivalent prerequisite(s) or corequisite(s). Any combination of University of California campuses and California State University campuses is acceptable in satisfaction of this requirement.

Sequential Courses Within and Across Disciplines. A course may be established as a prerequisite or corequisite for another course provided that, in addition to the review by faculty in the department or

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discipline and by the curriculum committee as described above, skills, concepts, and/or information taught in the first course are presupposed in the second course, and a list of the specific skills and/or knowledge a student must possess in order to be ready to take the second course is included in its outline of courses.

- b. **Courses in Communication or Computation Skills.** Prerequisites establishing communication or computational skill requirements may not be established across the entire curriculum unless established on a course-by-course basis. A course in communication or computation skills, or eligibility for enrollment in such a course, may be established as a prerequisite or co-requisite for any course other than another course in communication or computation skills if, in addition to the review by the faculty in the discipline or department and by the curriculum committee as provided above, the following is also done:
1. A list of the specific skills a student must possess in order to be ready to take the course is included in the course outline of record; and
 2. Research is conducted as provided above. The prerequisite or corequisite may be established for a period of not more than two years while the research is being conducted provided that a determination is made that a student who lacks the particular skills is highly unlikely to receive a satisfactory grade because a sufficient percentage of the grade is directly dependent on these skills.

This determination must be approved both by the faculty in the discipline and by the curriculum committee as provided above and must be based on a review of the syllabus as well as samples of tests and other assignments on which the grade is based.

- c. **Cut Scores and Prerequisites.** Whether or not research is required to establish a prerequisite, data collected to validate assessment instruments and cut scores is always relevant to reviewing the prerequisites for the associated courses. If such data are insufficient to establish the cut scores, any course prerequisites established for the same course or courses may not be printed in subsequent catalogs and schedules nor enforced in subsequent semesters until the problems are resolved, and sufficient data exist to establish the cut scores. In such a case, the collection of these data shall be done in the manner prescribed above in addition to other requirements of law. Such a prerequisite may be changed to an advisory on recommended preparation while the problems are being resolved.
- d. **Programs.** In order to establish a prerequisite for a program, the proposed prerequisite must be approved as provided for a course prerequisite in regard to at least one course that is required as part of the program.
- e. **Health and Safety.** A prerequisite or corequisite may be established provided that, in addition to the review by faculty in the department or division and by the curriculum committee as provided above:
1. The course for which the prerequisite is proposed is one in which the student might endanger his or her own health and safety or the health and safety of others; and
 2. The prerequisite is that the student possesses what is necessary to protect his or her health and safety and the health and safety of others before entering the course.
- f. **Recency and Other Measures of Readiness:** Recency and other measures of readiness may be established as a prerequisite or co-requisite only if, in addition to the review by the faculty in the discipline or department and by the curriculum committee as provided above, the following is also done:

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1. A list of the specific skills a student must possess in order to be ready to take the course is included in the course outline of record.
2. Data are gathered according to sound research practices in at least one of the following areas:
 - a. The extent to which students, those currently enrolled in the course or those who have completed it, believe the proposed prerequisite or corequisite is necessary.
 - b. Comparison of the faculty members' appraisal of students' readiness for the course to whether students met the proposed prerequisite or co-requisite. The faculty appraisal could be done at any time in the semester that the college determined was appropriate and based on independent assignments, quizzes and exams, participation in courses or other indicators that the student was or was not ready to take the course.
 - c. Comparison of students' performance at any point in the course with completion of the proposed prerequisite or co-requisite.
 - d. Comparison of student performance in the course to their scores on assessment instruments in the manner required to validate an assessment instrument and cut scores for the course in question as described above.
3. The standard for any comparison done shall be that a student is highly unlikely to receive a satisfactory grade in the course unless the student has met the proposed prerequisite or corequisite. The research design, appropriate, shall be developed by research personnel, discipline faculty, and representatives of the academic senate. If the evidence fails to meet the standard established, each college may establish the proposed prerequisite or co-requisite as a recommended preparation and may seek to establish it as a prerequisite or corequisite only by following the process described in this policy and any applicable college policies.
4. If the curriculum committee has determined as provided in these procedures that a new course needs to have a prerequisite or corequisite, then the prerequisite or corequisite may be established for a single period of not more than two years while research is being conducted and a determination is being made, provided that:
 - a. All other requirements for establishing the prerequisite or corequisite have already been met; and
 - b. Students are informed that they may enroll in the course although they do not meet the prerequisite. However, students who lack the prerequisite may not constitute more than 20% of those enrolled in any section of the course.

Prerequisites and corequisites that are exempt from review at the time they are, or were, established are not eligible for this exception, and the research must be conducted during the six years before they must be reviewed.

E. **Additional Rules.** Title 5, Section 55202 specifies additional rules, which are to be considered part of this document as though reproduced here.

1. **Advisories on Recommended Preparation.** The college may recommend that a student meet a standard of readiness at entry only if recommended by the faculty in the discipline or department and by the curriculum committee as provided in above. This process is required whether the college used to describe such

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

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recommendations in its catalog or schedule as "prerequisites," or "recommended," or by any other term.

2. **Limitations on Enrollment.** The types of limitation on enrollment specified below may only be established through the curriculum review process by the discipline or department faculty and the curriculum committee specified above including the requirement to review them again at least every six years; for example, as part of program review. The following requirements must also be met in order to establish these particular limitations on enrollment.
3. **Performance Courses.** The college may establish audition or try-out as a limitation on enrollment for courses that include public performance or intercollegiate competition such as but not limited to band, orchestra, theater, competitive speech, chorus, journalism, dance, and intercollegiate athletics provided that:
 - a. For any certificate or associate degree requirement which can be met by taking this course, there is another course or courses which satisfy the same requirement; and
 - b. The college includes in the course outline of record a list of each certificate or associate degree requirement that the course meets and of the other course or courses which meet the same requirement.

Limitations on enrollment established as provided for performance courses shall be reviewed during program review or at least every six years to determine whether the audition or try-out process is having a disproportionate impact on any historically under-represented group and, if so, a plan shall be adopted to seek to remedy the disproportionate impact. If disproportionate impact has been found, the limitation on enrollment may not be printed in subsequent catalogs or schedules nor enforced in any subsequent term until such a plan has been endorsed by the department and the college administration and put into effect.

4. **Honors Courses.** A limitation on enrollment for an honors course or an honors section of a course may be established if, in addition to the review by the faculty in the discipline or department and by the curriculum committee as provided above, there is another section or another course or courses at the college which satisfy the same requirements. If the limitation is for an honors course and not only for an honors section, the college must also include in the course outline of record a list of each certificate or associate degree requirement that the course meets and of the other course or courses which meet the same associate degree or certificate requirement.
5. **Blocks of Courses or Sections.** Blocks of courses or blocks of sections of courses are two or more courses or sections for which enrollment is limited in order to create a cohort of students. Such a limitation on enrollment may be established if, in addition to review by the faculty in the discipline or department and by the curriculum committee as provided above, there is another section or another course or courses that satisfy the same requirement. If the cohort is created through limitations on enrollment in the courses rather than limitations on specific sections of courses, then the college must include in the course outline of record a list of each certificate or associate degree requirement that the course meets and of the other course or courses which satisfy the same associate degree or certificate requirement.

NOTE: This procedure is **legally required**. The District may insert its local practice here. The example in red ink below was developed by the State Chancellor's Office Task Force in conjunction with the State Academic Senate. The District should consult with local legal counsel before deviating from this example.

Prerequisites, co-requisites, advisories, and limitations are necessary to ensure that students succeed in their coursework and have access to the courses they require. It is important to have prerequisites in place where they are a vital factor in maintaining academic standards. It is also necessary to ensure that prerequisites, co-requisites, advisories, and limitations do not constitute unjustifiable obstacles to student access and success.

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Therefore, to foster the appropriate balance between these two concerns, the Education Code requires that prerequisites, co-requisites, advisories, and limitations be established based solely on content review or content review with statistical validation.

1. Information in the Catalog and Schedule of Courses

The college shall provide the following explanations both in the college catalog and in the schedule of courses:

- A. Definitions of prerequisites, co-requisites, and limitations on enrollment including the differences among them and the specific prerequisites, co-requisites, and limitations on enrollment that have been established.
- B. Procedures for a student to challenge prerequisites, co-requisites, and limitations on enrollment and circumstances under which a student is encouraged to make such a challenge. The information about challenges must include, at a minimum, the specific process including any deadlines, the various types of challenge that are established in law, and any additional types of challenge permitted by the college.
- C. Definitions of advisories on recommended preparation, the right of a student to choose to take a course without meeting the advisory, and circumstances under which a student is encouraged to exercise that right.
- D. Definitions of contract course, co-requisite, noncredit basic skills course, non-degree-applicable basic skills courses, prerequisite and satisfactory grade.

2. Challenge Process

- A. Any student who does not meet a prerequisite or co-requisite or who is not permitted to enroll due to a limitation on enrollment but who provides satisfactory evidence may seek entry into the course as follows:
 1. If space is available in a course when a student files a challenge to the prerequisite or co-requisite, the District shall reserve a seat for the student and resolve the challenge within five (5) working days. If the challenge is upheld or the District fails to resolve the challenge within the five (5) working-day period, the student shall be allowed to enroll in the course.
 2. If no space is available in the course when a challenge is filed, the challenge shall be resolved prior to the beginning of registration for the next term and, if the challenge is upheld, the student shall be permitted to enroll if space is available when the students registers for that subsequent term.
- B. Grounds for challenge shall include the following:
 1. Those grounds for challenge specified in Title 5 Section 55201(f).
 2. The student seeks to enroll and has not been allowed to enroll due to a limitation on enrollment established for a course that involves intercollegiate competition or public performance, or one or more of the courses for which enrollment has been limited to a cohort of students. The student shall be allowed to enroll in such a course if otherwise he or she would be delayed by a semester or more in attaining the degree or certificate specified in his or her educational plan.
 3. The student seeks to enroll in a course that has a prerequisite established to protect health and safety, and the student demonstrates that he/she does not pose a threat to himself/herself or others.
 4. The student has the obligation to provide satisfactory evidence that the challenge should be upheld. However, where facts essential to a determination of whether the student's challenge



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should be upheld are or ought to be in the college's own records, then the college has the obligation to produce that information.

C. Curriculum Review Process

The curriculum review process shall at a minimum be in accordance with all of the following:

1. Establish a curriculum committee and its membership in a manner that is mutually agreeable to the college administration and the academic senate.
2. Establish prerequisites, co-requisites, and advisories on recommended preparation (advisories) only upon the recommendation of the academic senate except that the academic senate may delegate this task to the curriculum committee without forfeiting its rights or responsibilities under Title 5 Sections 53200-53204 and within the limits set forth in Title 5 Section 55003. Certain limitations on enrollment must be established in the same manner.
3. Establish prerequisites, co-requisites, advisories on recommended preparation, and limitations on enrollment only if:
 - a. The faculty in the discipline or, if the college has no faculty member in the discipline, the faculty in the department do all of the following:
 1. Approve the course; and,
 2. As a separate action, approve any prerequisite or co-requisite, only if:
 - a. The prerequisite or co-requisite is an appropriate and rational measure of a student's readiness to enter the course or program as demonstrated by a content review including, at a minimum, all of the following:
 - i. involvement of faculty with appropriate expertise;
 - ii. consideration of course objectives set by relevant department(s). The curriculum review process should be done in a manner that is in accordance with accreditation standards.
 - iii. be based on a detailed course syllabus and outline of record, tests, related instructional materials, course format, type and number of examinations, and grading criteria;
 - iv. specification of the body of knowledge and/or skills which are deemed necessary at entry and/or concurrent with enrollment;
 - v. identification and review of the prerequisite or co-requisite which develops the body of knowledge and/or measures skills identified under iv.
 - vi. matching of the knowledge and skills in the targeted course (identified under iv.) and those developed or measured by the prerequisite or co-requisite (i.e., the course or assessment identified under v.); and
 - vii. maintain documentation that the above steps were taken.
 3. Approve any limitation on enrollment that is being established for an honors course or section, for a course that includes intercollegiate competition or public performance, or so that a cohort of students will be enrolled in two or more courses, and, in a separate action, specify which.
 4. Approve that the course meets the academic standards required for degree

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applicable courses, non-degree applicable courses, non-credit courses, or community service respectively.

5. Review the course outline to determine if a student would be highly unlikely to receive a satisfactory grade unless the student had knowledge or skills not taught in the course. If the student would need knowledge or skills not taught in the course itself, then the course may be approved for degree applicable credit only if all requirements for establishing the appropriate prerequisite have been met excepting only approval by the curriculum committee.
6. Review the course outline to determine whether receiving a satisfactory grade is dependent on skills in communication or computation. If receiving a satisfactory grade is sufficiently dependent on such skills, then the course may be approved for degree applicable credit only if all requirements have been met for establishing a prerequisite or co-requisite of not less than eligibility for enrollment to a degree-applicable course in English or mathematics, respectively.
 - b. A course which should have a prerequisite or co-requisite as provided in (5) or (6) but for which one or more of the requirements for establishing a prerequisite have not been met may only:
 1. Be reviewed and approved pursuant to the standards for non-degree applicable credit, non-credit, or community service; or
 2. Be revised and reviewed as required to meet the criteria for establishing the necessary prerequisites or co-requisites.
 - c. The curriculum committee also reviews the course and prerequisite in a manner that meets each of the requirements specified above.
 - d. If the District chooses to use content review as defined in Title 5 of the Code of California Regulations section 55000(c) to define prerequisites and co-requisites in reading, written expression, or mathematics for courses that are degree applicable and are not in a sequence, it must adopt a plan consistent with Title 5 of the Code of California Regulations section 55003(c).
4. **Program Review.** As a regular part of the program review process or at least every six years, except that the prerequisites and co-requisites for vocational courses or programs shall be reviewed every two years, the college shall review each prerequisite, co-requisite, or advisory to establish that each is still supported by the faculty in the discipline or department and by the curriculum committee and is still in compliance with all other provisions of this policy and with the law. Any prerequisite or co-requisite that is still supported shall be reviewed promptly thereafter to assure that it is in compliance with all other provisions of this policy and with the law.
5. **Implementing Prerequisites, Co-requisites, and Limitations on Enrollment.** Implementation of prerequisites, co-requisites, and limitations on enrollment must be done in a consistent manner and not left exclusively to the classroom instructor. Every attempt shall be made to enforce all conditions a student must meet to be enrolled in the course through the registration process so that a student is not permitted to enroll unless he/she has met all the conditions or has met all

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except those for which he/she has a pending challenge or for which further information is needed before final determination is possible of whether the student has met the condition.

6. **Instructor's Formal Agreement to Teach the Course as Described.** Each college shall establish a procedure so that courses for which prerequisites or co-requisites are established will be taught in accordance with the course outline, particularly those aspects of the course outline that are the basis for justifying the establishment of the prerequisite or co-requisite. The process shall be established by consulting collegially with the local academic senate and, if appropriate, the local bargaining unit.

Review of Individual Courses

If the student's enrollment in a course or program is to be contingent on his or her having met the proposed prerequisite(s) or co-requisite(s), then such a prerequisite or co-requisite must be established as follows. If enrollment is not blocked, then what is being established is not a prerequisite or co-requisite but, rather, an advisory on recommended preparation and must be identified as such in the schedule and catalog. Establishing advisories does not require all the following steps.

3. **Advisories on Recommended Preparation**

The college may recommend that a student meet a standard of readiness at entry only if recommended by the faculty in the discipline or department and by the curriculum committee as provided in above. This process is required whether the college used to describe such recommendations in its catalog or schedule as "prerequisites," or "recommended," or by any other term.

4. **Limitations on Enrollment**

The types of limitation on enrollment specified below may only be established through the curriculum review process by the discipline or department faculty and the curriculum committee specified above including the requirement to review them again at least every six years; for example, as part of program review. The following requirements must also be met in order to establish these particular limitations on enrollment.

- A. **Performance Courses.** The college may establish audition or try-out as a limitation on enrollment for courses that include public performance or intercollegiate competition such as but not limited to band, orchestra, theater, competitive speech, chorus, journalism, dance, and intercollegiate athletics provided that:
 1. For any certificate or associate degree requirement which can be met by taking this course, there is another course or courses which satisfy the same requirement; and
 2. The college includes in the course outline of record a list of each certificate or associate degree requirement that the course meets and of the other course or courses which meet the same requirement.

Limitations on enrollment established as provided for performance courses shall be reviewed during program review or at least every six years to determine whether the audition or try-out process is having a disproportionate impact on any historically under-represented group and, if so, a plan shall be adopted to seek to remedy the disproportionate impact. If disproportionate impact has been found, the limitation on enrollment may not be printed in subsequent catalogs or

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schedules nor enforced in any subsequent term until such a plan has been endorsed by the department and the college administration and put into effect.

- B. **Honors Courses.** A limitation on enrollment for an honors course or an honors section of a course may be established if, in addition to the review by the faculty in the discipline or department and by the curriculum committee as provided above, there is another section or another course or courses at the college which satisfy the same requirements. If the limitation is for an honors course and not only for an honors section, the college must also include in the course outline of record a list of each certificate or associate degree requirement that the course meets and of the other course or courses which meet the same associate degree or certificate requirement.

Blocks of Courses or Sections. Blocks of courses or blocks of sections of courses are two or more courses or sections for which enrollment is limited in order to create a cohort of students. Such a limitation on enrollment may be established if, in addition to review by the faculty in the discipline or department and by the curriculum committee as provided above, there is another section or another course or courses that satisfy the same requirement. If the cohort is created through limitations on enrollment in the courses rather than limitations on specific sections of courses, then the college must include in the course outline of record a list of each certificate or associate degree requirement that the course meets and of the other course or courses which satisfy the same associate degree or certificate requirement.

References:

Title 5, Sections 55000 et seq.

End Recommendation for AP 4260 Prerequisites and Co-requisites

AP 5013 Students in the Military



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Reasons for Review

> CCLC Legal Update #46

Level 2 Review Schedule

Current Review Progress

12/14/2025 ♦ Recommendation Received
 12/18/2025 ♦ PPAC Approves Review Level
 01/15/2026 ♦ Initial Policy review by PPAC
 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from
 Constituents and Academic Senate (if approved moves to
 Chancellor's Council, otherwise bring back for further discussion)
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from
 Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 5013 Students in the Military

Residence Determinations for Military Personnel and Dependents

A student who is a member of the armed forces of the United States stationed in California, is entitled to resident classification. Such student shall retain resident classification in the event that the member of the armed forces is thereafter transferred on military orders to a place outside of California or thereafter retires from active duty, so long as the student remains continuously enrolled in the District.

An undergraduate student who is a natural or adopted child, stepchild, or spouse who is a dependent of a member of the armed forces of the United States stationed in this state on active duty shall be entitled to resident classification. Such student shall retain resident classification if the student is thereafter transferred on military orders to a place outside of California, so long as the student remains continuously enrolled in the District.

A veteran who was discharged or released from at least 90 days of active service commencing on or after July 1, 2015, and their dependents, regardless of the veteran's state of residence is entitled to resident classification.

A student who was a member of the armed forces of the United States stationed in California on active duty for more than one year immediately prior to being discharged from the armed forces is entitled to resident classification for the length of time he or she lives in California after being discharged up to the minimum time necessary to become a resident.

An individual who is the child or spouse of a person who, on or after September 11, 2001, died in the line of duty while serving on active duty as a member of the Armed Forces who resides in California is entitled to resident classification.

An individual who is entitled to transferred Post-9/11 GI Bill program benefits by virtue of their relationship to a member of the uniformed services who is serving on active duty is entitled to resident classification.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 5013 Students in the Military



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A parent who is a federal civil service employee and their natural or adopted dependent children are entitled to resident classification if the parent has moved to this state as a result of a military mission realignment action that involves the relocation of at least 100 employees. This classification shall continue until the student is entitled to be classified as a resident, so long as the student continuously attends an institution of public higher education.

A student claiming the residence classifications provided for in this procedure must provide a statement from the student's commanding officer or personnel officer providing evidence of the date of the assignment to California, and that the assignment to active duty in California is not for educational purposes. A student claiming the residence classifications provided for here for the dependent of military personnel shall provide a statement from the military person's commanding officer or personnel officer that the military person's duty station is in California on active duty as of the residence determination date, or has been transferred outside of California on active duty after the residence determination date, or that the military person has retired from active duty after the residence determination date. (Title 5 Sections 54041 and 54042).

Withdrawal Policies for Members of the Military

A student who is a member of an active or reserve United States military service and who receives orders compelling a withdrawal from courses shall be permitted to withdraw upon verification of such orders. A withdrawal symbol may be assigned which may be a "W" or a "MW." Military withdrawal shall not be counted in progress probation, dismissal calculations, or in calculating the permitted number of withdrawals. In no case may a college require a student who is required to report for military duty to withdraw from a course by a specified date in order to receive a full refund of the tuition and fees the student paid to the college for the academic term in which the student was required to report for military service.

See Administrative Procedure (AP) 5075, Course Adds, Drops, and Withdrawal for additional information.

References:

Education Code Sections 68074, 68075, 68075.5, and 68075.7; Title 5 Sections 55023, 55024 54041, 54042, 54050, and 58620; Military and Veterans Code Section 824; 38 U.S. Code Section 3679

End Recommendation for AP 5013 Students in the Military

BP 5015 Residence Determination



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Reasons for Review

> FYI to support review of AP.

Level 3 Review Schedule

Current Review Progress

11/15/2025 ♦ Recommendation Received
 11/20/2025 ♦ PPAC Approves Review Level
 12/18/2025 ♦ Initial Policy review by PPAC
 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from
 Constituents and Academic Senate (if approved, moves to
 Chancellor's Council, otherwise bring back for further discussion)
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from
 Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 5015 Residence Determination

Except for students seeking to enroll exclusively in career development and college preparation courses, and other courses for which no credit is given, students shall be classified at the time of each application for admission or registration as a resident or nonresident student.

A resident is any person who has been a bona fide resident of California for at least one year on the residence determination date. The residence determination date shall be the day immediately preceding the first day of the semester for which the student applies to attend. Notwithstanding this standard for determining bona fide California residency, a student with military or veteran status may be deemed to qualify as a California resident for in-state tuition eligibility, in accordance with state and federal law.

Residence classification shall be made for each student at the time applications for admission are accepted or registration occurs and whenever a student has not been in attendance for more than one semester. A student previously classified as a nonresident may be reclassified as of any residence determination date.

The Chancellor shall enact procedures to assure that residence determinations are made in accordance with Education Code and Title 5 regulations.

References:

Education Code Sections 68040, 68083, 68086, and 76140;
 Title 5 Sections 54000 et seq.
 (38 U.S. Code Section 3679)

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

BP 5015 Residence Determination



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

End Recommendation for BP 5015 Residence Determination

AP 5015 Residence Determination



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Legal Update 45: To align with changes to the Education Code and revised Title 5 regulations.

Level 3 Review Schedule

Current Review Progress

11/15/2025 ♦ Recommendation Received
 11/20/2025 ♦ PPAC Approves Review Level
 12/18/2025 ♦ Initial Policy review by PPAC
 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved, moves to Chancellor's Council, otherwise bring back for further discussion)
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 5015 Residence Determination

Residence Classification

Residency classifications shall be determined for each student at the time of each application for admission or registration and whenever a student has not been in attendance for more than one semester. Residence classifications are to be made in accordance with the following provisions:

- A residence determination date is that day immediately preceding the opening day of instruction for any semester during which the student proposes to attend.
- Residence classification is the responsibility of the Admissions & Records Office.

Students must be notified of residence determination within 14 calendar days of submission of application.

A student seeking to enroll exclusively in career development and college preparation courses, and other courses for which no credit is given, shall not be subject to this residency classification requirement.

Each college shall publish the residence determination date and summary of the rules and regulations governing residence determination and classification in the college catalog or addenda thereto.

Rules Determining Residence

- A student who has resided in the state for more than one year immediately preceding the residence determination date is a resident.
- A student who has not resided in the state for more than one year immediately preceding the residence determination date is a nonresident.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 5015 Residence Determination



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

The residence of each student enrolled in or applying for enrollment in any class or classes maintained by this District shall be determined in accordance with the Education Code which states that every person has, in law, a residence. In determining the place of residence, the following rules are to be observed:

- Every person who is married or eighteen years of age, or older, and under no legal disability to do so, may establish residence.
- A person may have only one residence.
- A residence is the place where one remains when not called elsewhere for labor or other special or temporary purpose and to which one returns in seasons of repose.
- A residence cannot be lost until another is gained.
- The residence can be changed only by the union of act and intent.
- A person may establish their residence. A person's residence shall not be derivative from that of their spouse. The residence of the parent with whom an unmarried minor child maintains their place of abode is the residence of the unmarried minor child. When the minor lives with neither parent, the minor's residence is that of the parent with whom the last place of abode was maintained, provided the minor may establish their residence when both parents are deceased and a legal guardian has not been appointed.
- The residence of an unmarried minor who has a parent living cannot be changed by the minor's own act, by the appointment of a legal guardian, or by relinquishment of a parent's right of control.

Determination of Resident Status

A resident is a student who has been a bona fide resident of the state for one year prior to the residence determination date. A bona fide resident is a person whose residence is in California as determined above except:

- A student who is a minor and remains in this state after the parent, who was previously domiciled in California and has established residence elsewhere, shall be entitled to retain resident classification until attaining the age of majority and has resided in the state the minimum time necessary to become a resident, so long as continuous attendance is maintained at an institution.
- A student who is a minor and who provides evidence of being entirely self-supporting and actually present in California for more than one year immediately preceding the residence determination date with the intention of acquiring a residence therein, shall be entitled resident classification until they have resided in the state the minimum time necessary to become a resident.
- A student who has not been an adult for one year immediately preceding the residence determination date for the semester for which the student proposes to attend an institution shall have the immediate pre-majority-derived California residence, if any, added to the post-majority residence to obtain the one year of California residence.
- A student holding a valid credential authorizing service in the public schools of this state, who is employed by a school district in a full-time position requiring certification qualifications for the college year in which the student enrolls in an institution, shall be entitled to resident classification if each student meets any of the following requirements:
 - They hold a provisional credential and is enrolled in courses necessary to obtain another type of credential authorizing service in the public schools.
 - They hold a credential issued pursuant to Education Code Section 44250 and is enrolled in courses necessary to fulfill credential requirements.
 - They are enrolled in courses necessary to fulfill the requirements for a fifth year of education prescribed by subdivision (b) of Education Code Section 44259.
 - A student holding a valid emergency permit authorizing service in the public schools of this state, who is employed by a school district in a full-time position requiring certification qualifications for the academic year in which the student enrolls at an institution in courses necessary to fulfill teacher credential requirements, is entitled to resident classification only for the purpose of determining the amount of tuition and fees for no more than one year. Thereafter, the student's residency status will be determined under the other provisions of this procedure.
- A student who is a full-time employee of the California State University, the University of California or a community college, or of any state agency or a student who is a child or spouse of a full-time employee of the California State University, the University of California or a community college, or of any state agency may be entitled to resident classification, until the student has resided in the state the minimum time necessary to become a resident.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 5015 Residence Determination



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

- A student who is a natural or adopted child, stepchild, or spouse who is a dependent of a member of the armed forces of the United States stationed in this state on active duty shall be entitled to resident classification. If the member of the armed forces of the United States later transfers on military orders to a place outside this state, or retires as an active member of the armed forces of the United States, the student dependent shall not lose their resident classification, so long as they remains continuously enrolled in the District.
- A student who is a member of the armed forces of the United States stationed in this state, is entitled to resident classification only for the purpose of determining the amount of tuition and fees. If the student later transfers on military orders to a place outside this state, the student shall not lose their resident classification, so long as they remains continuously enrolled in the District.
- A veteran who was discharged or released from at least 90 days of active service commencing on or after July 1, 2015, and their dependents, regardless of the veteran's state of residence is entitled to resident classification.
- An individual who is the child or spouse of a person who, on or after September 11, 2001, died in the line of duty while serving on active duty as a member of the Armed Forces who resides in California.
- An individual who is entitled to transferred Post-9/11 GI Bill program benefits by virtue of their relationship to a member of the uniformed services who is serving on active duty.
- A student who is a minor and resides with their parent in a district or territory not in a district shall be entitled to resident classification, provided that the parent has been domiciled in California for more than one year prior to the residence determination date for the semester, quarter or term for which the student proposes to attend.
- A student who is a Native American is entitled to resident classification for attendance at a community college if the student is also attending a school administered by the Bureau of Indian Affairs located within the community college district.
- A student who is a federal civil service employee and their natural or adopted dependent children are entitled to resident classification if the parent has moved to this state as a result of a military mission realignment action that involves the relocation of at least 100 employees. This classification shall continue until the student is entitled to be classified as a resident, so long as the student continuously attends an institution of public higher education.
- A student who resides in California and is 19 years of age or under at the time of enrollment, who is currently a dependent or ward of the state through California's child welfare system, or was served by California's child welfare system and is no longer being served either due to emancipation or aging out of the system, may be entitled to resident classification until they have resided in the state the minimum time necessary to become a resident.
- A student who lives with a parent who earns a livelihood primarily by performing agricultural labor for hire in California and other states, and the parent has performed such labor in this state for at least two months per year in each of the two preceding years, and the parent resides in this District and the parent of the student has claimed the student as a dependent on his state or federal personal income tax return if they have sufficient income to have personal income tax liability shall be entitled to resident classification.
- A student who demonstrates financial need, has a parent who has been deported or was permitted to depart voluntarily, moved abroad as a result of that deportation or voluntary departure, lived in California immediately before moving abroad, attended a public or private secondary school in the state for three or more years, and upon enrollment, will be in their first academic year as a matriculated student in California public higher education, will be living in California, and will file an affidavit with the District stating that they intend to establish residency in California as soon as possible.

Right To Appeal

Students who have been classified as non-residents have the right to a review of their classification (Title 5 Section 54010 (a)). Any student, following a final decision of residence classification by the Admissions Office, may make written appeal to the Vice President of Student Services within 30 calendar days of notification of final decision by the college regarding classification.

Appeal Procedure

The appeal is to be submitted to the Admissions Office, which must forward it to the Vice President of Student Services within five working days of receipt. Copies of the original application for admission, the residency questionnaire, and evidence or documentation provided by the student, with a cover statement indicating upon what basis the residence classification decision was made, must be forwarded with the appeal.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 5015 Residence Determination



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The Vice President of Student Services shall review all the records and have the right to request additional information from either the student or the Admissions Office.

Within 30 calendar days of receipt, the Vice President of Student Services shall send a written determination to the student. The determination shall state specific facts on which the appeal decision was made.

Reclassification

A student previously classified as a non-resident may be reclassified as of any residence determination date. A residence determination date is that day immediately preceding the opening day of instruction for any session during which the student proposes to attend.

Petitions are to be submitted to the Admissions Office.

Petitions must be submitted prior to the semester for which reclassification is to be effective. Extenuating circumstances may be considered in cases where a student failed to petition for reclassification prior to the residency determination date. In no case, however, may a student receive a non-resident tuition refund after the date of the first census.

Written documentation may be required of the student in support of the reclassification request.

A questionnaire to determine financial independence must be submitted with the petition for reclassification. Determination of financial independence is not required for students who were classified as non-residents by the University of California, the California State University, or another community college district (Education Code Section 68044).

A student shall be considered financially independent for purposes of residence reclassification if the applicant meets all of the following requirements:

- Has not and will not be claimed as an exemption for state and federal tax purposes by their parent in the calendar year prior to the year the reclassification application is made;
- Has not lived and will not live for more than six weeks in the home of their parent during the calendar year the reclassification application is made.

A student who has established financial independence may be reclassified as a resident if the student has met the requirements of Title 5 Sections 54020, 54022, and 54024.

Failure to satisfy all of the financial independence criteria listed above does not necessarily result in denial of residence status if the one year requirement is met and demonstration of intent is sufficiently strong.

Financial dependence in the current or preceding calendar year shall weigh more heavily against finding California residence than financial dependence in the preceding second and third calendar years. Financial dependence in the current or preceding calendar year shall be overcome only if (1) the parent on whom the student is dependent is a California resident, or (2) there is no evidence of the student's continuing residence in another state.

The Vice President of Student Services will make a determination, based on the evidence and notify the student not later than 14 days of receipt of the petition for reclassification.

Students have the right to appeal according to the procedures above.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

Non-Citizens

The District will admit any non-citizen who is 18 years of age or a high school graduate.

If non-citizens are present in the United States ~~without inspection at a designated port of entry and has not obtained a status under the immigration laws of the United States allowing them to establish domicile, with a visa that requires they have a residence outside of the United States, illegally~~ illegally or with any type of temporary visa, they will be classified as non-residents and charged non-resident tuition unless they meet the exceptions contained below.

If, for at least one year and one day prior to the start of the semester in question, a non-citizen has possessed any immigration status that allows them to live permanently in the United States and she or he meets the California residency requirements, the student can be classified as a resident.

Any students who are U.S. citizens, permanent residents of the U.S., and ~~foreign national persons~~ ~~aliens~~ who are not nonimmigrants (including those who are undocumented), may be exempt from paying nonresident tuition if they meet the following requirements:

- Total attendance of, or attainment of credits earned while in California equivalent to three or more years of full-time attendance or attainment of credits at any of the following: (a) California high schools; (b) California high schools established by the State Board of Education; (c) California adult schools established by either a county office of education, unified or high school district, or The Department of Corrections and Rehabilitation; (d) campuses of the California community colleges; or (e) a combination thereof; or
- Three or more years of full-time high school coursework in California, and a total of three or more years of attendance in California elementary schools, or a combination of California elementary and secondary schools.

Additionally, the following requirements must be met:

- Graduation from a California high school or attainment of the equivalent thereof; or completed an associate degree from a California Community College; or completed the minimum requirements at a California Community College, or fulfill the minimum transfer requirements established for the University of California or the California State University for students transferring from a campus of the California Community Colleges;
- Registration or enrollment in a course offered by any college in the District for any term commencing on or after January 1, 2002,
- Filing a California Nonresident Tuition Exemption Request form with the District or in the case of students applying for state-based financial aid, by filing a California Dream Act Application (CADAA) with the California Student Aid Commission verifying eligibility for this nonresident tuition exemption; and
- In the case of undocumented persons, the filing of an affidavit that the student has filed an application to legalize his/her/their immigration status or will file an application as soon as he/she/they is eligible to do so.

Documents and information obtained in implementing this exemption are confidential.

- ~~high school attendance in California for three or more years;~~
- ~~graduation from a California high school or attainment of the equivalent thereof;~~
- ~~registration or enrollment in a course offered by any college in the district for any term commencing on or after January 1, 2002;~~
- ~~completion of a questionnaire form prescribed by the State Chancellor's Office and furnished by the district of enrollment, verifying eligibility for this nonresident tuition exemption; and~~
- ~~in the case of a student without lawful immigration status, the filing of an affidavit that the student has filed an application to legalize their immigration status, or will file an application as soon as they are eligible to do so.~~

The initial residency classification will be made at the time the student applies for admission. Students may file residency questionnaire forms through the third week of the semester to request a review of their residency status. Final residency determination is made by the Vice President of Student Services. Students may appeal the decision.

References:

Education Code Sections 68000 et seq., 68130.5, 68074-68075.7, and 68068;

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 5015 Residence Determination



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Title 5 Sections 54000 et seq.
38 U.S. Code Section 3679

End Recommendation for AP 5015 Residence Determination

BP 5030 Fees



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Chapter Lead Recommendation

Level 3 Review Schedule

Curent Review Progress

11/15/2025 ♦ Recommendation Received
 11/20/2025 ♦ PPAC Approves Review Level
 12/18/2025 ♦ Initial Policy review by PPAC
 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved, moves to Chancellor's Council, otherwise bring back for further discussion)
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 5030 Fees

The Board of Trustees authorizes the following fees. All fees must comply with Education Code and Title 5 regulations. The Chancellor is responsible for establishing procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also assure those who are exempt from or for whom the fee is waived are properly enrolled and accounted for. Fee amounts shall be published in the college catalogs or class schedules (Schedule of Classes).

Enrollment Fee (Education Code Section 76300)

Each student shall be charged a fee for enrolling in credit courses as required by law.

Baccalaureate Degree Program Fees (Title 5 Section 5850120)

[Students enrolled in upper-division coursework in a baccalaureate degree program shall be charged a per-unit fee in addition to the enrollment fee.](#)

~~Each student shall be charged a fee in addition to an enrollment fee for upper division coursework in a baccalaureate degree program.~~

Course Auditing Fees (Education Code Section 76370)

Persons auditing a course shall be charged a fee (see AP 5030). The fee amount shall be adjusted proportionally based upon the term length. Students enrolled in classes to receive credit for 10 or more semester credit units shall not be charged this fee to audit three or fewer units per semester.

Parking Fee (Education Code Section 76360)

Students shall be required to pay a fee (see AP 5030). To encourage ride sharing, a student may certify in writing at the time of payment of the fee that they regularly have two or more passengers commuting with them.

Instructional Materials (Education Code Section 76365; Title 5 Sections 59400 et seq.)

Students may be required to provide required instructional and other materials for a credit or non-credit course, provided such materials are of continuing value to the student outside the classroom and provided that such materials are not solely or exclusively available from the District.

[The District shall ensure student access to textbooks and supplemental materials on the first day of class and strengthen student access to other instructional materials before their required use.](#) (See

BP/AP 5031 titled Instructional Materials Fees)

Physical Education Facilities (Education Code Section 76395)

Where the District incurs additional expenses because a physical education course is required to use non-district facilities, students enrolled in the

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

BP 5030 Fees



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

course may be charged a fee for participating in the course. Such fee shall not exceed the student's calculated share of the additional expenses incurred by the District.

Student Representation Fee (Education Code Section 76060.5)

Students will be charged a fee (see AP 5030) to be used to provide support for student governmental affairs representation. A student may refuse to pay the fee and shall submit such refusal on a form provided by the District to collect fees.

Student Transportation Costs (Education Code Section 76361)

Students shall be charged a fee (see AP 5030) for the purpose of recovering transportation costs incurred by the District for services provided by common carriers to students. These fees will only be paid by students who use the transportation services, unless a vote of the students in accordance with the Education Code establishes otherwise.

Transcript Fees (Education Code Section 76223)

The District shall charge a reasonable amount for furnishing copies of any student record to a student or former student. The Chancellor is authorized to establish the fee (see AP 5030), which shall not exceed the actual cost of furnishing copies of any student record. No charge shall be made for furnishing up to two transcripts of students' records, or for two verifications of various records. There shall be no charge for searching for or retrieving any student record.

International Students Application Processing Fee (Education Code Section 76142)

The District shall charge students who are both citizens and residents of a foreign country a fee to process their application for admission. This processing fee and regulations for determining economic hardship may be established by the Chancellor. The fee shall not exceed the lesser of 1) the actual cost of processing an application and other documentation required by the U.S. government; or 2) one hundred dollars (\$100), which shall be deducted from the tuition fee at the time of enrollment.

Fee Refunds

The Board of Trustees authorizes refunds to be made according to administrative procedures established by the Chancellor. All refunds must comply with Education Code and Title 5 regulations, and the refund schedule shall be published in the college catalogs and class schedules.

References:

Education Code Section 76300 et seq;
 Title 5 Sections 5850120;
 ACCJC Accreditation Eligibility Requirement 20

End Recommendation for BP 5030 Fees

AP 5030 Fees



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Chapter Lead Recommendation

Begin Recommendation for AP 5030 Fees

Required fees include:

- Enrollment (Education Code Section 76300 and 76300.5; Title 5 Sections 58500 and 58509)
- Baccalaureate degree program fees (Title 5 Section 5850120)

As prescribed by state law.

- Nonresident tuition with these permissive exemptions (Education Code Sections 76140 and 76140.5):

As prescribed by state law and established by the Board of Trustees no later than March 1 for the succeeding fiscal year.

- All nonresident students enrolling for 6 or fewer units; or
- A student who is a citizen and resident of a foreign country who demonstrates financial need and this required exemption (Education Code Section 68130.5);
- All students, other than non immigrant aliens under 8 U.S. Code Section 1101(a)(15), who meet the following requirements:
 - high school attendance in California for three or more years;
 - graduation from a California high school or attainment of the equivalent thereof;
 - registration or enrollment in a course offered for any term commencing on or after January 1, 2002;
 - completion of a questionnaire form prescribed by the California Community Colleges Chancellor's Office verifying eligibility for this nonresident tuition exemption; and
 - in the case of a student without lawful immigration status, the filing of an affidavit that the student has filed an application to legalize their immigration status, or will file an application as soon as they are eligible to do so.
- A nonresident student who enrolls in a credit English as a Second Language (ESL) course at the district and who is any of the following:
 - A recent immigrant, as defined in 8 U.S. Code Section 1101(a)(15);
 - A recent refugee, as defined in 8 U.S. Code Section 1101(a)(42); or
 - A person who has been granted asylum by the United States, as defined in 8 U.S. Code Section 1158.

This exemption applies only to individuals who, upon entering the United States, settled in California and who have resided in California for less than one year. This exemption applies only to the tuition fee for credit ESL courses.

- Student representation (Education Code Section 76060.5; Title 5 Section 54805)

Fees authorized by law include:

- Non-District physical education facilities (Education Code Section 76395)
- Noncredit courses (Education Code Section 76385)
- Community service courses (Education Code Section 78300)
- Auditing of courses (Education Code Section 76370)
- Instructional materials (Education Code Sections 73365, 81457, and 81458; Title 5 Sections 59400 and 59408)
- Athletic insurance (Education Code Section 70902 subdivision (b)(9))
- Cross-Enrollment with the California State University (CSU) or University of California (UC) (Education Code Section 66753)
- Health (Education Code Section 76355)
- Parking (Education Code Section 76360)

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 5030 Fees



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- Transportation (Education Code Sections 76361 and 82305.6)
- Student Center (Education Code Section 76375; Title 5 Section 58510)
- Copies of student records (Education Code Section 76223)
- Dormitory (Education Code Section 81670)
- Child care (Education Code Sections 79121 et seq. and 66060)
- Nonresident capital outlay (Education Code Section 76141)
- Nonresident application processing (Education Code Section 76142)
- Credit for Prior Learning (Education Code Section 76300; Title 5 Section 55050)
- Use of facilities financed by revenue bonds (Education Code Section 81901 subdivision (b)(3))
- Refund processing (Title 5 Section 58508)
- Physical fitness test (Education Code Section 70902 subdivision (b)(9))
- Instructional Tape Lease/Deposit (Education Code Section 70902 subdivision (b)(9))
- Credit Card Use (Education Code Section 70902 subdivision (b)(9))
- International Student Medical Insurance (Education Code Section 70902 subdivision (b)(9))

Prohibited fees include:

- Late application (CCCCO Student Fee Handbook)
- Add/drop (CCCCO Student Fee Handbook)
- Mandatory student activities (CCCCO Student Fee Handbook)
- Student Identification Cards (CCCCO Student Fee Handbook)
- Student Body Organization (CCCCO Student Fee Handbook)
- Nonresident application (CCCCO Student Fee Handbook)
- For dependents of certain veterans (Education Code Section 66025.3)
- For dependents of certain victims of the September 11, 2001, terrorist attacks (CCCCO Student Fee Handbook)
- For certain recipients of the Medal of Honor and certain children of the recipients of the Medal of Honor (Education Code Section 66025.3)
- For surviving spouses and children of a firefighter employed by the federal government whose duty assignment involved the performance of firefighting services in California (Education Code Section 68120)
- For students who have been exonerated of a crime though writ of habeas corpus or pardon that meet certain conditions (Education Code Section 69000)
- Required or funded services (CCCCO Student Fee Handbook)
- Refundable deposits (CCCCO Student Fee Handbook)
- Distance education (other than the statutorily authorized enrollment fee) (CCCCO Student Fee Handbook)
- Mandatory mailings (CCCCO Student Fee Handbook)
- Rental of practice rooms (CCCCO Student Fee Handbook)
- Apprenticeship courses (Education Code Section 76350)
- Technology fee (CCCCO Student Fee Handbook)
- Late payment fee (Title 5 Sections 58502 and 59410)
- Nursing/healing arts student liability insurance (Title 5 Section 55234)
- Cleaning (CCCCO Student Fee Handbook)
- Breakage (CCCCO Student Fee Handbook)
- Test proctoring (CCCCO Student Fee Handbook)

Collection and Refund of Fees

AP 5030 Fees



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Associated Students Discount Sticker

\$0.50—CHC

\$7.50—SBVC

Breakage/Lost Property Fee

Replacement cost of item(s) broken or lost

Campus Center Fee

\$1.00/unit (not to exceed \$10 per fiscal year)

Capital Outlay Fee

As allowed by law and approved by the Board of Trustees prior to March 1 for the succeeding fiscal year.

Catalog

\$6.00—purchased on campus

Enrollment Fee

\$46.00/unit

Upper Division Coursework Fee

\$84/unit

Insufficient Funds Check

\$15.00

International Student Application

\$25.00 (nonrefundable)

Key Deposit/Replacement

\$15.00 plus cost of rekeying if needed (metal/electronic key)

Learning Center Reproduction Fees, SBVC

\$0.20—Laser printout: text, black and white printer

\$0.50—Laser printout: graphics, black and white printer (over 1/2 page)

\$1.00—Laser printout: graphics and/or text, color

\$2.00—Scan text or graphics to disk, per scan

Library Fines—SBVC/CHC

\$0.10—Books: per day for 50 days; after 50 days, bill \$5 fine plus the replacement value \$0.25—Reserve Books/Multimedia: per hour to a maximum of the replacement value of the reserve materials; after 14 days, bill \$5 fine plus the replacement value

\$0.50—Videos: per day for 50 days; after 50 days, bill \$5 fine plus the replacement value

\$0.10—Per page for laser printout of Internet, CD ROM, Periodicals

\$2.00—replacement for lost library card

Parking Permit Fees

\$45.00—one semester (\$25 Promise Grant students)

\$24.00—summer session

\$3.00—daily

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AP 5030 Fees



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Student Health and Accident Insurance

~~\$26.00—per semester (includes \$1.50 accident insurance)~~

~~\$22.00—summer session (includes \$1.50 accident insurance)~~

~~\$1.50—accident insurance only~~

Student Representation

~~\$2.00~~

Supplemental Health Services Fee

~~At cost—TB skin test (one-step test)~~

~~At cost—All Vaccines~~

~~\$25.00—Physical Exams~~

~~\$50.00—DMV Physical Exams~~

~~At cost—Prescription medications~~

~~At cost—In-house Lab Tests~~

~~At cost—Lab Test sent to external lab~~

~~At cost—Optional Medical Procedures~~

~~At cost—Optional Medical Supplies~~

~~\$ 2.00 per item—Duplication of medical records~~

~~At cost—Birth Control Pills~~

Transcripts/Verification

~~No cost—First two transcripts~~

~~\$10.00—Additional transcripts~~

~~\$20.00—Immediate requests for transcripts~~

~~\$5.00 plus cost—Online transcripts~~

Transportation Fee

~~Students registering for Spring or Fall semester to pay:~~

~~\$9.00 for 6 or more credits/semester~~

~~\$8.00 for less than 6 credits/semester~~

~~\$6.00 for 6 or more credits/summer~~

~~\$5.00 for less than 6 credits/summer~~

Crafton Hills College Recreation Fee

~~Students registering for CHC for Spring, Fall, or Summer semesters have the option to pay for the use of the aquatic and fitness centers:~~

~~\$8.00 per semester~~

Book Rental Program Fee

~~Students registering for credit courses have the option to participate in the book rental program:~~

~~\$20.00 per unit~~

Fee Refunds

A. Designated Fees

This regulation covers the following fees:

1. Enrollment fee
2. Nonresident tuition
3. Parking fee
4. Health fee

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 5030 Fees



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

5. Accident Insurance fee
 6. Student Services Card fee
 7. Student Center fee
 8. Student Representation Fee
 9. Capital Outlay Fee
 10. Student Transportation Fee
- B. Conditions
If a refund is requested for parking or student services card fees, the parking decal or the student services card must be attached to the refund request.
- C. Military Service Exception
If a student who is a member of an active or reserve military service receives orders compelling a withdrawal from courses, the District shall, upon petition and a copy of received orders of the affected student, refund the entire enrollment fee unless academic credit is awarded.
- D. Refund Schedule
This refund schedule applies to all fees listed in Paragraph A, above.
1. Fees collected in error
Fees collected in error will be refunded in their entirety.
 2. Class canceled by the college
If a class is canceled by the college, enrollment and/or non-resident tuition fees will be refunded in their entirety. If that cancellation results in a student's withdrawal from the college, refunds of the appropriate fees listed in Paragraph "A" will apply.
 3. Withdrawal from the College
 - a. Enrollment Fee/Nonresident Tuition
If a student withdraws during the first two weeks of a full-term class or during the first 10% of a short-term class, enrollment fees or nonresident tuition fees will be refunded.
 - b. Parking Fee, Health Fee, Accident Insurance Fee, Student Services Card Fee, Student Center Fee, Student Representation Fee, Capital Outlay Fee, Student Transportation Fee.
In order to be eligible for a refund, a student must withdraw prior to the first day of the term for a full-term class or prior to the first day of instruction for a short-term class.
 4. Unit Reduction
If a change of program within the first two weeks of a full-term class or during the first 10% of a short-term class results in a reduction in the number of units taken, the enrollment fee or non-resident fee will be refunded at the per unit cost of the reduction.
 5. A student who withdraws from a class or the college after the second week of instruction for a full-term class or the first 10% of a short-term class is not eligible for any refund.

Waiver of Fees

The District will waive campus fees for students participating in the California Virtual Campus (CVC). Students attending online courses through the California Community Colleges online course exchange will be responsible for the tuition of courses.

The District may also waive enrollment fees which were not collected in a previous session where the enrollment fees were not collected as a result of the District's error in awarding a Board of Governors Fee Waiver to an ineligible student and not through the fault of the student, and to collect the enrollment fee would cause the student undue hardship.

References:

Education Code Sections 66025.3, 68120, 70902(b)(9), 76300, and 76300.5

Title 5 Sections 51012, 5850129, and 58629

California Community College Chancellor's Office (CCCCO) Student Fee Handbook

ACCJC Accreditation Eligibility Requirement 20

End Recommendation for AP 5030 Fees

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

BP 5031 Instructional Materials Fees



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Chapter Lead Recommendation

Level 3 Review Schedule

Current Review Progress

11/15/2025 ♦ Recommendation Received
 11/20/2025 ♦ PPAC Approves Review Level
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04/02/2026 ♦ Chancellor's Council Approval
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Begin Recommendation for BP 5031 Instructional Materials Fees

(Replaces current SBCCD BP 5031)

Students may be required to obtain instructional and other materials required for a credit or non-credit course. Such materials shall be of continuing value to a student outside of the classroom setting and shall not be solely or exclusively available from the District.

References:

Education Code Section 76365;
 Title 5 Sections 54221 and 59400 et seq.

End Recommendation for BP 5031 Instructional Materials Fees

AP 5031 Instructional Materials Fees



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Chapter Lead Recommendation

Curent Review Progress

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04/02/2026 ♦ Chancellor's Council Approval
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 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 5031 Instructional Materials Fees

Students may be required to provide instructional materials required for a credit or non credit course. Such materials shall be of continuing value to a student outside of the classroom setting and shall not be solely or exclusively available from the District.

Required instructional materials shall not include materials used or designed primarily for administrative purposes, class management, course management, or supervision.

Where instructional materials are available to a student temporarily through a license or access fee, the student shall be provided options at the time of purchase to maintain full access to the instructional materials for varying periods of time ranging from the length of the class up to at least two years. The terms of the license or access fee shall be provided to the student in a clear and understandable manner prior to purchase.

The District will ensure student access to textbooks and supplemental materials that are needed on the first day of class. The District will strengthen student access to other instructional materials before their required use in any course to minimize financial and administrative burdens to students.

Instructors are responsible for selecting instructional materials and shall take reasonable steps to minimize the cost and ensure the necessity of instructional materials.

The District will publish these regulations in each college catalog.

Definitions

"Required instructional materials" means any materials which a student must procure or possess as a condition of registration, enrollment or entry into a class; or any such material which the instructor determines is necessary to achieve the required objectives of a course.

"Solely or exclusively available from the District" means that the instructional material is not available except through the District, or that the District requires that the instructional material be purchased or procured from it. A material shall not be considered to be solely or exclusively available from the District if it is provided to the student at the District's actual cost; and 1) the instructional material is otherwise generally available, but is

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 5031 Instructional Materials Fees



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

provided solely or exclusively by the District for health and safety reasons; or 2) the instructional material is provided in lieu of other generally available but more expensive material which would otherwise be required.

"Required instructional materials which are of continuing value outside of the classroom setting" are materials which can be taken from the classroom setting and which are not wholly consumed, used up, or rendered valueless as they are applied in achieving the required objectives of a course to be accomplished under the supervision of an instructor during the class.

References:

Education Code Section 76365;
Title 5 Sections 54221 and 59400 et seq.

End Recommendation for AP 5031 Instructional Materials Fees

BP 5050 Student Success and Support Program



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> CCLC Legal Update

Level 3 Review Schedule

Curent Review Progress

12/14/2025 ♦ Recommendation Received
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Begin Recommendation for BP 5050 Student Success and Support Program

Student Success for San Bernardino Community College District students means more than just obtaining degrees, transfer, certificate, or career advancement. It also means the achievement of the individual student's self-established educational goals including completing a specific course, program, career and/or technical education to maximize the skills necessary to become a better person, worker, and/or citizen. Student Success is not merely an outcome, but also a process. It's a journey that encompasses multiple levels of achievement and milestones such as the abilities to: analyze, synthesize, and evaluate information; effectively communicate with others; achieve proficiency in various disciplines; collaboratively work in culturally diverse settings; be leaders who see projects through to completion; be responsible decision makers who are self-motivated; be active civic participants; and be ethical individuals who are committed to their families, communities, and others.

The Board's commitment to Student Success is to ensure the availability of resources for the colleges to achieve the goals and objectives as stated in their college planning documents.

The District shall provide Student Success and Support Program services to students for the purpose of furthering equality of educational opportunity and academic success. The purpose of Student Success and Support Program services is to bring the student and the District into agreement regarding the student's educational goal through the District's established programs, policies, and requirements.

The District shall also operate a Mathematics, Engineering, Science Achievement (MESA) program consistent with Title 5 regulations.

The Chancellor is responsible for establishing procedures to assure implementation of Student Success and Support Program services and the MESA program that comply with the Title 5 regulations.

References:

Education Code Sections 78210 et seq. and 88682; Title 5 Sections 55500 et seq. and **and 56300 et. seq** ACCJC Accreditation Standard 2

End Recommendation for BP 5050 Student Success and Support Program

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 5050 Student Success and Support Program



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> CCLC Legal Update

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- 06/11/2026 ♦ BOT Final Approval
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Begin Recommendation for AP 5050 Student Success and Support Program

The District shall provide Student Success and Support Program services to students to further equality of educational opportunity and academic success. The Student Success and Support Programs shall identify and close opportunity gaps that impact student success and improve the District’s commitment to diversity, equity, and inclusion to better support student success.

Matriculation brings the student and the District into agreement regarding the student’s educational goal through the District’s established programs, policies, and requirements. The agreement is implemented by means of the student educational plan. Matriculation services include, but are not limited to, all the following:

- Processing application for admission and English, Math, and/or ESL Placement authorized by the California Community Colleges Chancellor’s Office
- Counseling and orientation services designed to provide students, on a timely basis, information concerning campus procedures, academic expectations, financial aid, registration procedures, student support programs and services, and any other appropriate matters
- Educational planning

Admission and Placement:

The District shall support students with the admissions process. SBCCD will not use any assessment instrument except one specifically authorized by the Board of Governors of the California Community Colleges.

The District shall:

- Inform students of their rights to access transfer-level coursework in English, mathematics (or quantitative reasoning), credit English as a Second Language and of the multiple measures placement policies or other college placement processes including the availability of challenge processes;
- Include information about the student’s course placement options in the college catalog, in orientation and advisement materials, on the college’s website, and in any written communication by counseling services;
- Provide annual reports to the California Community Colleges Chancellor’s Office in a manner and form described by the California Community Colleges Chancellor’s Office; and

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

AP 5050 Student Success and Support Program



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

- Publicly post the college's placement results, including the number of students assessed and the number of students placed into transfer-level coursework, transfer-level coursework with concurrent support, or transfer-level or credit English as a Second Language coursework, disaggregated by race and ethnicity.

Counseling Services:

Services upon enrollment, shall include, but not be limited to, all the following:

- Interpretation of placement results to recommend appropriate courses
- Assistance to students in the identification of aptitudes, interests, and educational objectives, including, but not limited to, associate degrees, transfer for baccalaureate degrees, and career/ technical certificates and licenses
- Evaluation and instruction on student study and learning skills
- Referral to instructional and student support services
- Advisement concerning course selection for registration and developing the student

Educational Planning:

Each student, in establishing an educational plan, will do the following:

- Express at least a broad educational intent upon admission
- Declare a specific goal no later than the term after which the student completes 15 semester units of degree applicable coursework
- Cooperate in the development of the student educational plan that meets a student's educational goal after completing 15 units
- Diligently attend class and complete assigned coursework
- Complete courses and maintain progress toward an educational goal

Mathematics, Engineering, Science Achievement (MESA) Program

The District shall operate a Mathematics, Engineering, Science Achievement (MESA) program consistent with Title 5 regulations.

References:

Education Code Sections 78210 et seq and 88682;., Title 5, Sections 55500 et seq. and ***and 56300 et. seq***

ACCJC Accreditation Standard 2

End Recommendation for AP 5050 Student Success and Support Program

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback

BP BP 5055 Enrollment Priorities



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Chapter Lead Recommendation

Level 2 Review Schedule

Curent Review Progress

- 11/15/2025 ♦ Recommendation Received
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- 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 5055 Enrollment Priorities

All courses of the District shall be open to enrollment, subject to a priority system that may be established. Enrollment also may be limited to students meeting properly validated prerequisites and co-requisites, or due to other, practical considerations.

The Chancellor is responsible for establishing procedures defining enrollment priorities, limitations, and processes for student challenge, which shall comply with Title 5 regulations.

References:

Title 5, Sections 51006, 58106; and 58108

End Recommendation for BP 5055 Enrollment Priorities

Review Notes | Key:

Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

AP AP 5055 Enrollment Priorities



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Chapter Lead Recommendation

Level 2 Review Schedule

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Begin Recommendation for AP 5055 Enrollment Priorities

Enrollment in courses and programs may be limited to students meeting properly established prerequisites and co-requisites. (See BP and AP 4260 titled Prerequisites and Co-requisites.)

Enrollment may be limited due to the following:

- health and safety considerations;
- facility limitations;
- faculty workload;
- availability of qualified instructors;
- funding limitations;
- regional planning;
- legal requirements; and
- contractual requirements.

The District will provide priority registration for students who enroll in a community college for the purpose of degree or certificate attainment, transfer to a four-year college or university, or career advancement.

The following students will have the highest and equal priority for enrollment:

- A member of the armed forces or a veteran pursuant to Education Code section 66025.8;
- A foster youth, former foster youth, or homeless youth pursuant to Education Code section 66025.9;
- A student who has been determined to be eligible for Student Accessibility Services or Extended Opportunity Programs and Services;
- A student who is receiving services through CalWORKS, or the Tribal Temporary Assistance for Needy Families program (Tribal TANF);
- A student parent who has a child or children under 18 years of age who will receive more than half of their support from that student; and

Review Notes | Key:

Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

- A verified homeless youth or former homeless youth under 25 years of age at the commencement of the academic year, as specified in Educational Code Section 66025.9
- A student receiving services from a program funded by Rising Scholars Network funds.

The following students will have priority for enrollment:

- First time students who have completed orientation, assessment, and developed student education plans. Continuing students, who has not lost registration priority, as defined in these policies and procedures.

Registration priority specified above shall be lost at the first registration opportunity after a student:

- Is placed on academic or progress probation or any combination thereof as defined in these Board Policy and Administrative Procedure 4250 for two consecutive terms; or
- Has earned one hundred (100) or more degree-applicable semester or quarter equivalent units at the district.

For purposes of this section a unit is earned when a student receives a grade of A, B, C, D or P as defined in Board Policy and Administrative Procedure 4230. This 100-unit limit does not include units for non-degree applicable English as a Second Language or basic skills courses as defined by the Vice President of Instruction, or students enrolled in high unit majors or programs as designated by the Vice President of Instruction.

The District shall notify students who are placed on academic or progress probation, of the potential for loss of enrollment priority. The District shall notify the student that a second consecutive term on academic or progress probation will result in the loss of priority registration as long as the student remains on probation. The District shall notify students or who have earned 75 percent or more of the unit limit, that enrollment priority will be lost when the student reaches the unit limit.

Appeal of Loss of Enrollment Priority

Students may appeal the loss of enrollment priority when the loss is due to extenuating circumstances. Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances beyond the control of the student, or when a student with a disability applied for, but did not receive, a reasonable accommodation in a timely manner. The appeal will be determined by the appropriate authority designated by the college.

Additionally, students who have demonstrated significant academic improvement may appeal the loss of priority enrollment status. Significant academic improvement is defined as achieving no less than the minimum grade point average and progress standard established in Administrative Procedure 4250. The appeals process for academic improvement will follow the same procedure as for extenuating circumstances, with the decision made by the designated authority at each college.

These mandated enrollment priorities will be effective in the Fall, 2014 term. The District will ensure that these procedures are reflected in course catalogs and that all students have appropriate and timely notice of the requirements of this procedure:

- Limiting enrollment to first come, first served, or other non-evaluative selection techniques;
- In the case of intercollegiate completion, honors courses, or public performance courses, allocating available seats to those students judged most qualified;
- Limiting enrollment to any selection procedure expressly authorized by statute; and
- Limiting enrollment in one or more sections to students enrolled in one or more other courses, provided that a reasonable percentage of all sections of the course do not have such restrictions.

A. General Access

Every course for state apportionment, wherever offered and maintained by the District, shall be fully open to enrollment and participation by any person who has been admitted to the colleges and who meets such prerequisites as may be established in compliance with Title V 5 of the California Administrative Code.

B. Priorities for Enrollment

Each college shall establish procedures that set priorities for enrollment and publish them in their Class Schedules. Such procedures shall be made available to students during the registration process.

Review Notes | Key:

Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

Priority for enrollment must be granted to any member or former member of the Armed Forces of the United States for any academic term within two years of leaving active duty.

C. Matriculation

All students shall be subject to the requirements of the matriculation process at each college. Recommendations for class enrollment based upon testing and evaluation shall be strongly recommended to students but shall be advisory only.

References:

Education Code Sections 66025.8 and 66025.9;
Title 5 Sections 58106 and 58108

End Recommendation for AP 5055 Enrollment Priorities

Review Notes | Key:

Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

BP 5075 Course Adds, Drops, and Withdrawals



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> FYI only to support review of AP

Level 3 Review Schedule

Curent Review Progress

- 11/15/2025 ♦ Recommendation Received
- 11/20/2025 ♦ PPAC Approves Review Level
- 12/18/2025 ♦ Initial Policy review by PPAC
- 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved moves to Chancellor’s Council, otherwise bring back for further discussion)
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- 04/02/2026 ♦ Chancellor’s Council Approval
- 05/09/2026 ♦ BOT 1st Read
- 06/11/2026 ♦ BOT Final Approval
- 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 5075 Course Adds, Drops, and Withdrawals

Students may add or drop courses in accordance with the procedures recommended by the Chancellor.

References:

Title 5 Sections 55024, 58004 and 58509

End Recommendation for BP 5075 Course Adds, Drops, and Withdrawals

AP 5075 Course Adds, Drops, and Withdrawals



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Legal Update 45: Align with revised Title 5 regulations.

Current Review Progress

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Pending Action Required

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 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 5075 Course Adds, Drops, and Withdrawals

The District may allow students to add and drop courses pursuant to policy.

Adding Courses

- A. Students may add courses during the first two weeks for a full-term course, or the first 10% of a short-term course, only with the instructor's permission, contingent upon:
 1. the course still having available space
 2. the instructor's judgment regarding pedagogical and safety issues
- B. After the add period concludes,
 1. students may add a course only with the instructor's permission and through a petition approved by the Director of Admissions & Records or designee.
 2. students not officially registered in a course shall not be permitted to attend that course.

Withdrawal/Military Withdrawal

- A. **Withdrawal Prior to Census (20% of instruction)**
 Students who withdraw or are withdrawn from weekly census sections prior to census (or 20% of the instructional time frame for all other section accounting methods) shall have no notation made to the permanent record.
- B. **Withdrawal 20% - 60% of Instruction**
 Students who withdraw or are withdrawn from weekly census sections on or after census (or 20% of the instructional time frame for all other section accounting methods) and through the end of the eleventh week (or 60% of the instructional time frame) shall have a "W" posted to the permanent record.
- C. **Withdrawal After 60% of Instruction**
 The permanent record of students who remain in class beyond the eleventh week of the term in a weekly census section (or 60% of the instructional time frame for all other section accounting methods) must reflect a grade symbol other than "W".
- D. **Extenuating Circumstances**
 Students who withdraw from weekly census sections after the eleventh week of the term (or 60% of the instructional time frame for all

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

AP 5075 Course Adds, Drops, and Withdrawals



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

other sections accounting methods) may, in the case of extenuating circumstances, be assigned the “W”. Such cases will require verification and will be handled by the appropriate college official in consultation with the instructor(s). Extenuating circumstances are defined as illness, accident, unforeseen job shift change, job assignment outside of the attendance area and extreme weather conditions.

E. Military Withdrawal

An “MW” (Military Withdrawal) shall be assigned for students who are members of an active or reserve United States military service who receive orders compelling a withdrawal from courses. Upon verification of such orders, the symbol may be assigned at any time. The “MW” shall not be counted in progress probation and dismissal calculations.

Intervention Program

A student will be permitted to withdraw from a class and receive a “W” no more than three times. In the case of multiple withdrawals, the District offers the following intervention program:

- A. Students may be permitted to enroll in a class after having received the maximum authorized number of “W” symbols as long as the students will receive a grade or a non-evaluative symbol other than a “W” upon completion of the course, if the District policy permits additional withdrawals for which it does not receive apportionment and the official designated in the District’s policy approves such withdrawal after a review of a petition submitted by the student.
- B. [Students shall be allowed an excused withdrawal \(“EW”\) in extenuating circumstances at any time, upon petition of the student or their representative.](#) ~~An excused withdrawal (“EW”)~~ will not be counted toward the permitted number of withdrawals or counted as an enrollment attempt, nor will it be counted in progress probation and dismissal calculations. ~~An excused withdrawal occurs when a student withdraws from a course due to an extraordinary condition under Title 5 Section 58509.~~ In no case shall an excused withdrawal result in a student being assigned an “FW” grade,

Instructor Initiated Drops Prior to Census

- A. For purpose of census collection, instructors shall drop students due to inactive enrollment not later than the end of the last business day before the census day for all students who have:
 1. Been identified as a no show
 2. Students who are no longer attending the course

Instructors shall clear their rolls of inactive students no later than the day prior to census.

"Inactive students" include:

- Students identified as no-shows,
- Students who officially withdraw,
- Students who are no longer participating in the courses ~~and~~ are therefore dropped by the instructor, [except if there are extenuating circumstances.](#)

“No longer participating” includes, but is not limited to, excessive unexcused absences but must relate to nonattendance. “Extenuating circumstances” are verified cases of accidents, illness, other circumstances beyond the control of the student. **NOTE:** *Districts should identify other conditions that constitute “extenuating circumstances,” if any.*

Course Repetition

The District will comply with Title 5 regulations regarding course repetition and withdrawals.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

AP 5075 Course Adds, Drops, and Withdrawals



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

References:

Title 5 Sections 55024, 58004, and 58509

End Recommendation for AP 5075 Course Adds, Drops, and Withdrawals

BP 5130 Financial Aid



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

Please select one of the reasons for review below. Delete all other options.

- > Chapter Lead Recommendation
- > CCLC Legal Update
- > Minor Clerical Update

Level 3 Review Schedule

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 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from
 Constituents and Academic Senate (if approved moves to
 Chancellor's Council, otherwise bring back for further discussion)
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from
 Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 5130 Financial Aid

The Financial Aid Office is responsible for the administration of federal and state financial aid programs. Financial Aid programs may include, internal and external scholarships, grants, waivers and work study programs.

All financial aid programs will adhere to guidelines, procedures and standards issued by federal and state laws and other applicable regulatory and institutional requirements.

The Financial Aid Office shall establish, publicize and apply satisfactory academic progress standards to all participants in Title IV student aid programs.

Misrepresentation

Consistent with the applicable federal regulations for federal financial aid, the District shall not engage in "substantial misrepresentation" of 1) the nature of its educational program, 2) the nature of its financial charges, or 3) the employability of its graduates.

The Chancellor shall establish procedures for regularly reviewing the District's website and other informational materials for accuracy and completeness and for training District employees and vendors providing educational programs, marketing, advertising, recruiting, or admission services concerning the District's educational programs, financial charges, and employment of graduates to assure compliance with this policy.

The Chancellor shall establish procedures wherein the District shall periodically monitor employees' and vendors' communications with prospective students and members of the public and take corrective action where needed.

This policy does not create a private cause of action against the District or any of its representatives or service providers. The District and its Board of Trustees do not waive any defenses or governmental immunities by enacting this policy.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

BP 5130 Financial Aid



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Scholarship Displacement

The District shall not engage in scholarship displacement. The Chancellor shall establish procedures that provide that the District shall not reduce the institutional gift aid offer of a student who is eligible to receive a federal Pell Grant award, [a Cal Grant](#), or financial assistance under the California Dream Act for an academic year as a result of private scholarship awards designated for the student unless the student's gift aid exceeds the student's annual cost of attendance.

References:

Education Code Sections 66021.6, 70045, et seq., and 76300 ; 20 U.S. Code Sections 1070, et seq.;
 34 Code of Federal Regulations Section 668; (U.S. Department of Education Regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended);
 ACCJC Accreditation Standard 3

End Recommendation for BP 5130 Financial Aid

AP 5130 Financial Aid



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

Please select one of the reasons for review below. Delete all other options.

- > Chapter Lead Recommendation
- > CCLC Legal Update
- > Minor Clerical Update

Current Review Progress

- 12/14/2025 ♦ Recommendation Received
- 12/18/2025 ♦ PPAC Approves Review Level
- 01/15/2026 ♦ Initial Policy review by PPAC
- 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved moves to Chancellor's Council, otherwise bring back for further discussion)
- 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

- 04/02/2026 ♦ Chancellor's Council Approval
- 05/09/2026 ♦ BOT 1st Read
- 06/11/2026 ♦ BOT Final Approval
- 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 5130 Financial Aid

San Bernardino Community College District participates in a variety of financial aid programs in order to assist students in paying for their postsecondary education. The District is dedicated to providing students superior financial services while complying with all state and federal regulations and requirements.

San Bernardino Community College District offers the following financial aid awards to all students who are enrolled at the colleges within the District:

- The California Promise Grant (formerly known as the BOG Fee Waiver)
- Chafee Grant
- Cal Grant A, B, and C
- Federal Direct Loans
- Federal Pell Grant
- Federal Work Study
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Student Success Completion Grant (SSCG)
- Internal and External Scholarships

The financial aid procedures, listed below, provide guidance in the financial aid process within the District and give students information needed to make informed decisions about financing their education.

AP 5130 Financial Aid



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Students should regularly check the financial aid website at the college they are attending and receiving financial aid, as these procedures and policies are reviewed and updated to remain compliant with federal and state requirements to ensure that the District is supporting the success of our students.

Application Procedures

To be considered for financial aid, students must complete the Free Application for Federal Student Aid (FAFSA) and include either San Bernardino Valley College school code (001272) or Crafton Hills College school code (009272). The application is available beginning in October for the following academic award year unless specified by the U.S. Department of Education. If a student is applying for a Cal Grant, the FAFSA or CADAA and cumulative GPA must be submitted to the California Student Aid Commission (CSAC). Additional information and eligibility requirements are available at the Financial Aid Office. It is important that California Community College students complete the FAFSA or CADAA by the state published deadline.

Student Eligibility

General student eligibility requirements consist of the following:

- Demonstrate financial need for need-based federal student aid programs;
- Be a U.S. citizen or an eligible noncitizen
- Have a valid Social Security number (with the exception of students from the Republic of the Marshall Islands, Federated States of Micronesia, or the Republic of Palau);
- Be enrolled as a regular student in an eligible degree or certificate program;
- Maintain satisfactory academic progress;
- Provide consent and approval to have your federal tax information transferred directly into your Free Application for Federal Student Aid (FAFSA) form;
- Not in default or overpayment on any federal aid;
- Have a high school diploma, GED, or equivalent.

CADAA eligibility requirements are different than the list above. Please check with your financial aid office for more information.

There are also program specific eligibility requirements that may be required.

Deadlines

See the Financial Aid office website for semester-specific financial aid deadlines. All deadlines shall be strictly adhered to.

Payment Procedures

AP 5130 Financial Aid



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Financial aid disbursements are calculated based on a student's Student Aid Index (SAI), financial need, availability of funds, and enrollment intensity.

Waitlist courses are not considered as enrolled units and are not included in the calculation of eligibility.

Disbursements are refunded electronically to the students' BankMobile (Bmtx) selection. Students must enroll and make their selection at <https://disbursements.bmtx.com/refundchoices/>. Students also have the ability to have their refunds transferred to their existing bank account using the ACH option, applying for a Vibe account, or having a check mailed to them. Students who do not select a refund preference will default to a refund check being processed and mailed 21 days after disbursement to the student's home address as reported with Admissions and Records.

Overpayment Recovery (Return of Title IV)

The Financial Aid Office will determine the amount of federal financial aid a student has earned in accordance with federal law. Recipients of federal programs are subject to the Return of Title IV Funds (R2T4) requirements. Students who receive federal financial aid and do not attend any classes will be required to repay all of the funds they have received within 30 days of being notified. If students do not repay within the 30-day requirements the student account will be forwarded to collections with the department of education. Students who withdraw from all classes prior to completing more than 60% of the term will have their financial aid eligibility recalculated based on the percentage of the term completed and will be required to repay any unearned financial aid they have received.

Determination of a student's withdrawal date:

- The date the student officially notified the Admissions and Records Office of their intent to withdraw;
- The midpoint of the semester for a student who leaves without notifying the college;

Accounting Requirements

The District ensures internal checks and balances by separating the functions of authorizing payments and disbursing or delivering funds so that no single person or office exercises both functions for any student receiving Federal Student Aid (FSA) funds.

Fraudulent Documents

Students may be reported to the Office of Inspector General (OIG), or Department of ED (DOE) if they are committing or suspected of committing Federal Fraud.

Submission of fraudulent documents is a violation of the Standards of Student Conduct and as such, subject to disciplinary action. The student will be informed that withdrawing the fraudulent document is not a pardon from disciplinary action. Any student submitting a fraudulent document will be referred to the Chief Student Services Officer or designee for disciplinary action.

Satisfactory Academic Progress

In accordance with Federal and State regulations, financial aid recipients are required to meet Satisfactory Academic

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

AP 5130 Financial Aid



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Progress (SAP) requirements. SAP requirements include qualitative, quantitative, and maximum time frame standards by which the financial aid office can determine that students receiving federal financial aid funds are maintaining the satisfactory academic progress required for their course of study. Students who are receiving federal student aid must be enrolled in a course of study leading to an associate's degree, a certificate program, and/or a transfer program to a four-year college. Failure to maintain SAP standards will result in the loss of financial aid assistance. The Financial Aid Office reviews academic progress, annually, at the end of each Spring semester. Satisfactory Academic Progress will evaluate periods of enrollment in which the student did not receive financial aid funds as well as courses that were taken at another college and apply towards their program of study. Students are required to adhere to the following SAP requirements:

- Maintain a cumulative GPA of 2.0 or above (qualitative)
- Successfully complete a minimum of 67% of the total number of units attempted/ completed (quantitative); and
- Not exceeding 150% of the published length of an academic program. Program timeframes will vary.

These procedures may change periodically and may be superseded by current state and federal laws and regulations.

Satisfactory Academic Progress (SAP) Appeal Procedure

Appeal Process:

SAP Appeals, Petition for Reinstatements or Term Dismissals, can be requested through the Financial Aid office. You must read the appeal carefully and submit your supporting documentation, prior to the appeal deadline. Incomplete appeals will be rejected.

SAP Appeal Special Circumstances

In reviewing a student's appeal and documentation, the Financial Aid Office may consider any additional special circumstances that the institution deems appropriate and shall consider a broad range of special circumstances, including, but not limited to, any of the following:

- Death of a relative or other significant person
- Injury or illness, including, but not limited to, behavioral health conditions, of the student or a relative or other significant person
- Pregnancy or birth of a child
- Homelessness
- Loss of childcare
- Loss or change in employment
- Loss of access to personal or public transportation
- Being a victim of a serious crime, including, but not limited to, domestic abuse, even if the crime was not reported or did not result in criminal prosecution or civil liability
- Natural disaster

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

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- Change of major (Once per SAP Policy)
-

If a student does not successfully complete the courses on the SEP plan with a passing grade of A, B, C, or D where applicable, and/or maintain a 2.0 for the term, this will revoke the Term Dismissal agreement, and the student will no longer receive Financial Aid. Students will be notified of the appeal decision via their student email within 45 days of a complete appeal submission. If the student has outside transcripts, they must be evaluated, and students must submit their official transcripts to Admissions & Records before the appeal submission is considered complete.

If a student has been approved and is eligible for a financial aid disbursement, they may receive a disbursement within 2-4 weeks after the SAP approval notification.

If the student's appeal is denied, the decision notification will specify the conditions for future consideration for financial aid eligibility. Students may request a second review process from the Financial Aid Office if the initial SAP appeal is denied.

Misrepresentation

Misrepresentation is defined as any false, erroneous, or misleading statement that the District, a representative of the District, or a service provider with which the District has contracted to provide educational programs, marketing, advertising, recruiting, or admissions services, makes directly or indirectly to a student, prospective student, a member of the public, an accrediting agency, a state agency, or the United States Department of Education.

A misleading statement includes any statement that has the likelihood or tendency to deceive or confuse. If a person to whom the misrepresentation was made could reasonably be expected to rely, or has reasonably relied, on the misrepresentation, the misrepresentation would be substantial.

This procedure does not apply to statements by students through social media outlets or by vendors that are not providing covered services, as reflected herein.

Loss of Eligibility for California College Promise Grant (formerly known as a BOG Fee Waiver)

A student shall become ineligible for a California College Promise Grant if the student is placed on academic or progress probation, or any combination thereof, for two consecutive primary terms. Loss of eligibility shall become effective at the first registration opportunity after such determination is made.

The District shall notify students of their placement on academic or progress probation no later than thirty days following the end of the term that resulted in the student's placement on probation. The notification must clearly state that two consecutive primary terms of probation will lead to a loss of the California College Promise Grant until the student is no longer on probation. The notification must also advise students about the available student support services to assist them in maintaining eligibility.

The District shall adopt, prominently display, and disseminate policies ensuring that students are advised about the student support services available to assist them in maintaining and reestablishing California College Promise Grant

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

AP 5130 Financial Aid



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eligibility. Dissemination includes, but is not limited to, information provided in college catalogs and class schedules.

The District shall establish written procedures by which a student may appeal the loss of a California

College Promise Grant due to extenuating circumstances, or whenever a student with a disability applied for, but did not receive, a reasonable accommodation in a timely manner. Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances that might include documented changes in the student's economic situation or evidence that the student was unable to obtain essential student support services. Extenuating circumstances also includes special consideration of the specific factors associated with Veterans, CalWORKs, EOPS, Homeless and SAS student status.

Foster Youth shall not be subject to loss of California College Promise Grant due to placement on academic or progress probation. This exemption for Foster Youth is effective until the date specified in Education Code section 66025.9(c).

Students Enrolled in a Baccalaureate Degree Program

- Students enrolled in a baccalaureate degree program who wish to apply for a California College Promise Grant waiver must submit either a Free Application for Federal Student Aid (FAFSA) or a California Dream Act application in lieu of completing the California College Promise Grant fee waiver application.

Scholarship Displacement

- ~~The Financial Aid Office shall not reduce the institutional gift aid offer of a student who is eligible to receive a federal Pell Grant award or financial assistance under the California Dream Act for an academic year as a result of private scholarship awards designated for the student unless the student's gift aid exceeds the student's annual cost of attendance. The Financial Aid Office shall not consider receipt or anticipated receipt of private scholarships when considering a student who is eligible to receive a federal Pell Grant award or financial assistance under the California Dream Act for qualification for institutional gift aid.~~

The District shall not reduce the institutional gift aid offer of a student who is eligible to receive a federal Pell Grant award, a Cal Grant award, or financial assistance under the California Dream Act for an academic year as a result of private scholarship awards designated for the student unless the student's gift aid exceeds the student's annual cost of attendance. The District may reduce the institutional gift aid offer of a student who is eligible to receive a federal Pell Grant award, a Cal Grant award, or financial assistance under the California Dream Act by no more than the amount of the student's gift aid that is in excess of the student's annual cost of attendance. The District shall not consider receipt or anticipated receipt of private scholarships when considering a student who is eligible to receive a federal Pell Grant award, a Cal Grant award, or financial assistance under the California Dream Act for qualification for institutional gift aid.

References:

Education Code Sections 66021.3, 66021.6, 66025.9, 69432.7, 69514, 70045 et seq., 70030 et seq., 76300, 78042, and 94912.5;
Title 5 Sections 55031, 58600 et seq.; 20 U.S. Code Sections 1070 et seq.;

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

AP 5130 Financial Aid



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

34 Code of Federal Regulations Section 668;
(U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended);
ACCJC Accreditation Standard 3

End Recommendation for AP 5130 Financial Aid

BP 5410 Associated Students Elections



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Legal Update 42: The Service updated this policy to allow a disabled student or student enrolled in a district's adult education program to serve on student government pursuant to changes in the Education Code.

Level 3 Review Schedule

Curent Review Progress

11/15/2025 ♦ Recommendation Received
 11/20/2025 ♦ PPAC Approves Review Level
 12/18/2025 ♦ Initial Policy review by PPAC
 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved moves to Chancellor's Council, otherwise bring back for further discussion)
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 5410 Associated Students Elections

The Associated Students shall conduct annual elections to elect officers. The elections shall be conducted in accordance with procedures established by the Chancellor the Associated Students constitution and under the supervision of the Vice President of Student Services, or designee, who shall certify the election results.

A student elected as an officer in the Associated Students shall meet both any of the following requirements:

1. The student shall be enrolled in the District at the time of election and throughout the student's term of office, with a minimum of five semester units or equivalent.
2. The student shall meet and maintain the minimum standards of scholarship (Board Policy BP 4220 titled Standards of Scholarship and related administrative procedures regulations.).
3. The student shall be enrolled at the District in an adult education program offered by the District at the time of the election and throughout the student's term.
4. The student is enroll in the District at the time of the election, and thoguth the student's term and is a disabled student as defined by subdivision (b) of Section 84850.

Reference:

Education Code Section 76061

End Recommendation for BP 5410 Associated Students Elections

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

AP 5410 Associated Students Elections



10+1 ♦ CCLC | Legally Required ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

> Please note SBCCD has not adopted this AP; should it be adopted?

Level 3 Review Schedule

Curent Review Progress

11/15/2025 ♦ Recommendation Received
 11/20/2025 ♦ PPAC Approves Review Level
 12/18/2025 ♦ Initial Policy review by PPAC
 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from
 Constituents and Academic Senate (if approved moves to
 Chancellor's Council, otherwise bring back for further discussion)
 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from
 Constituents and Academic Senate

Pending Action Required

04/02/2026 ♦ Chancellor's Council Approval
 05/09/2026 ♦ BOT 1st Read
 06/11/2026 ♦ BOT Final Approval
 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for AP 5410 Associated Students Elections

NOTE: This procedure is legally required if the District has an Associated Students Organization created by the Board pursuant to Education Code Section 76060.

The Associated Students shall conduct annual elections to elect officers.

Qualifications: Students who meet the minimum requirements outlined in BP 5410 are eligible to apply for positions in student government.

Timeline: Prior to campaigning, candidates may be required to attend information sessions. General elections will take place during Spring semester with results announced before June 1st of each year, and special elections may be conducted as needed throughout the year. The Associated Student Government Advisor or designee verifies candidate eligibility.

Officers defined: All elected positions including student trustee are considered officers.

Limitations: Students are not allowed to hold the same officer position for more than one term. There is a term limit of three years.

Terms defined: A term is one full academic year. If a student is appointed for only one semester, that will not a count as a term.

Any student elected as an officer in the Associated Students shall meet the requirements in BP 5410 titled Associated Students Elections and the minimum standards of scholarship. The governing documents for the Associated Students Organization are the Constitution and Bylaws.

Education Code Section 76061

End Recommendation for AP 5410 Associated Students Elections

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

BP 5500 Standards of Student Conduct



10+1 ♦ Non CCLC ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

Please select one of the reasons for review below. Delete all other options.

- > Chapter Lead Recommendation
- > CCLC Legal Update
- > Minor Clerical Update

Level 3 Review Schedule

Curent Review Progress

- 11/19/2025 ♦ Recommendation Received
- 11/20/2025 ♦ PPAC Approves Review Level
- 12/18/2025 ♦ Initial Policy review by PPAC
- 02/19/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate (if approved moves to Chancellor's Council, otherwise bring back for further discussion)
- 03/26/2026 ♦ PPAC Hears Feedback on Policy Review from Constituents and Academic Senate

Pending Action Required

- 04/02/2026 ♦ Chancellor's Council Approval
- 05/09/2026 ♦ BOT 1st Read
- 06/11/2026 ♦ BOT Final Approval
- 07/01/2026 ♦ Final Policy Posted to SBCCD Website

Begin Recommendation for BP 5500 Standards of Student Conduct

The Chancellor shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state laws and regulations.

The Chancellor shall establish procedures that clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The Board shall consider any recommendation from the Chancellor for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the college catalog and other means.

References:

Education Code Sections 66300, et seq., and 76120; ACCJC Accreditation Standard 2

End Recommendation for BP 5500 Standards of Student Conduct

AP 5500 Standards of Student Conduct



10+1 ♦ CCLC | Legally Advised ♦ Chapter Lead Ornelas ♦ Both BP & AP Exist

Reasons for Review

Please select one of the reasons for review below. Delete all other options.

- > Chapter Lead Recommendation
- > CCLC Legal Update
- > Minor Clerical Update

Begin Recommendation for AP 5500 Standards of Student Conduct

Standards of Student Conduct

The District may impose discipline for the commission, or attempted commission, of the following types of violations by Students, or for aiding or abetting, inciting, conspiring, assisting, hiring or encouraging another person to engage in a violation of this Standards of Student Conduct, or for any violation of state or Federal law. Being under the influence of drugs and/or alcohol, or the existence of other psychological impairment does not excuse a violation of this Standards of Student Conduct. The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student, except for conduct that constitutes sexual harassment under Title IX, which shall be addressed under BP 3433 Prohibition of Sexual Harassment under Title IX, AP 3433 Prohibition of Sexual Harassment under Title IX and AP 3434 Responding to Sexual Harassment under Title IX.

- Academic Misconduct. All forms of academic misconduct including, but not limited to, cheating, fabrication, plagiarism, or facilitating academic dishonesty ([refer to AP 3775 Artificial Intelligence \(AI\) for information regarding responsible use of AI](#)).
- Alcohol. Manufacture, distribution, dispensing, possession, use, consumption or sale of, or the attempted manufacture, distribution, dispensing, distribution, consumption or sale of alcohol that is unlawful or otherwise prohibited by, or not in compliance with, District policy, administrative procedures, or campus regulations.
- Assault/Battery. Assault, battery, or any threat of force or violence upon a Student or upon any Member of the District Community. This includes, but is not limited to:
 1. Inflicting bodily harm upon any Member of the District Community;
 2. taking any action for the purpose of inflicting bodily harm upon any Member of the District Community;
 3. taking any reckless, but not accidental action, from which bodily harm could result to any Member of the District Community;

Causing a Member of the District Community to believe that the offender or their agent may cause bodily harm to that person or any member of their family or any other Member of the District Community;
 4. Inflicting or attempting to inflict bodily harm on oneself.

Review Notes | Key: Proposed changes are a combination of staff recommendations, legal changes, PPAC constituents, and Chapter lead feedback.

- Bias. Bias-related incidents are behavior that constitutes an expression of hostility against a person or property or another due to the targeted person's race, religion, sexual orientation, ethnicity, national origin, gender, age, marital status, political affiliation, or disability. These acts or behaviors may not rise to the level of a crime, or a violation of state or federal law, but may constitute to creating an unsafe, negative, or unwelcome environment for the targeted person.
- Bullying. Defined as the aggressive and hostile acts of an individual or group of individuals which are intended to humiliate, mentally or physically injure or intimidate, and/or control another individual or group of individuals
- Continued Misconduct or Repeat Violation. Repeated misconduct or violations of this Policy, when other means of correction have failed to bring about proper conduct.
- Cyber Bullying. Defined as bullying an individual using any electronic form, including, but not limited to, the Internet, interactive and digital technologies, or mobile phones.
- Dating Violence. Violence committed by a member of the District Community who is, or has been, in a social relationship of a romantic or intimate nature with the victim.
- Destruction of Property. The damaging, destroying, defacing, or tampering with District Property or the property of any person or business on District Property or at a District function, including but not limited to, taking down, defacing, or otherwise damaging District authorized posters, handbills and/or notices posted on District property.
- Discrimination. Unlawful discrimination against a person on the basis of race, ethnicity, color, religion, national origin, sex, age, disability, military or veteran status, gender identification, gender expression, marital status; sexual orientation, or genetic information, except where such distinction is authorized by law.
- Dishonesty. All forms of dishonesty including but not limited to fabricating information, furnishing false information, or reporting a false emergency to the District.
- Disorderly or Lewd Conduct. Engaging in disorderly or lewd, indecent or obscene behavior on District Property or at a District function.
- Disruption of Educational Process. Destruction or disruption on or off District Property of the District educational process(es), including but not limited to interrupting, impeding, obstructing or causing the interruption or impediment of any class (regardless of modality), lab, administrative office, teaching, research, administration, disciplinary procedures, District activity or District authorized Student activity or administrative process or other District function; or disturbing the peace on District Property or at any District function.
- Disruptive Behavior. Disruptive behavior, disobedience, profanity, vulgarity, or the open defiance of the authority of or abuse of District personnel, or which adversely affects the delivery of educational services to Students and the District Community.
- Disturbing the Peace. Disturbing the peace and good order of the District by, among other things, fighting, quarreling, disruptive behavior, or participation in a disturbance of the peace or unlawful assembly.
- Drugs. Unlawful or attempted manufacture, distribution, dispensing, possession, use, distribution or sale of, controlled substances, dangerous drugs, restricted dangerous drugs or narcotics, as those terms are used in state or federal statutes on District Property or at any District function. Possession of medicinal marijuana on District premises is prohibited.
- Endangering the Welfare of Others. Violation of any state or federal law relating to the placing at risk of physical or emotional harm of a member of the District Community.
- Failure to Appear. Failure to appear before a District official when directed to do so.
- Failure to Comply or Identify. Failure to identify oneself to, or comply with the directions of, a District employee when requested.
- Failure to Repay Debts or Return District Property. Failure to (a) repay debts to the District; (b) return District

- property; (c) return property of any member of the District Community.
- False Report of Emergency. Knowingly and purposefully, causing, making, and/or circulating a false report or warning of a fire, explosion, crime, or other catastrophe.
 - Forgery. Any forgery alteration, or misuse of any District document, record, key, electronic device, or identification, or knowingly furnishing false information to a District official.
 - Fraud. Any attempt to steal, take, carry, lead, or take away the personal property of another, or who fraudulently appropriated property which has been entrusted to them, or who shall knowingly and designedly, by any false or fraudulent representation or pretense, defraud any other person of money, labor or property, or who causes or procures or obtains credit and thereby, or fraudulently gets or obtains possession of money, or property, or obtains the labor or service of another, is guilty of theft.
 - Gambling. Unauthorized gambling on District Property or at any District function.
 - Harassment/Bullying. A specific act, or series or acts, of a verbal or physical nature, including threats, intended to annoy, intimidate, pester, aggravate, irritate, dominate, ridicule, or cause fear to a member of the District Community, occurring within the jurisdiction of the District as set forth in Section 1.4.
 - Hateful Behavior. Hateful behavior aimed at a specific person or group of people.
 - Hazing. Participation in hazing or any method of initiation or pre-initiation into a campus organization or other activity engaged in by the organization or members of the organization at any time that causes, or is likely to cause, physical injury or personal degradation or disgrace which can inflict psychological or emotional harm to a former, current, or prospective student of the District.
 -
 - Infliction of Mental Harm. (a) Inflicting mental harm upon any member of the District Community; (b) taking any action for the purpose of inflicting mental harm upon any Member of the District Community; (c) taking any reckless, but not accidental action, from which mental harm to Member of the District Community could result; (d) causing a Member of the District Community to believe that the Student or their agent may cause mental harm to that person or any member of their family or any other member of the District Community; (e) any act which purposefully demeans, degrades, or disgraces any person.
 - Library Materials. Cutting, defacing, or otherwise damaging or theft of college library or bookstore materials or property.
 - Misrepresentation. A false statement or representation based upon the intentional disregard of false or possibly false information, or knowingly entering into a transaction based upon false information, or misrepresenting oneself to be an agent, employee, or representative of the District or its colleges.
 - Misuse of Identification. Transferring, lending, borrowing, altering or unauthorized creation of identification.
 - Possession of Stolen Property. Possession of District Property, or the property of any other person, when the Student knows or reasonably should know, that the property was stolen
 - Possession of Weapons. Unauthorized possession, use, storage, or manufacture of explosives, dangerous chemicals, firebombs, firearms, or other destructive devices or weapons as defined in Section K of Appendix A.
 - Public Intoxication. Public intoxication or being under the influence of alcoholic beverages, any illegal narcotics, or any substance that causes impairment on District/College Property or at any District/College function.
 - Sexual Harassment. Sexual harassment against a member of the District Community. Sexual

harassment is defined as (a) unwelcome verbal harassment, e.g., epithets, derogatory comments, or slurs; (b) physical harassment, e.g., assault, impeding or blocking movement, or any physical interference with normal work or movement when directed at an individual; (c) visual forms of harassment, e.g., derogatory posters, cartoons, or drawings; (d) unwelcome sexual advances, requests for sexual favors; or (e) an intimidating, hostile, or offensive environment. "Unwelcome conduct" is defined as conduct which the member of the District Community does not solicit or initiate, and which the person regards as undesirable or offensive.

- Sexual Misconduct comprises a broad range of unwelcome behaviors focused on sex and/or gender that may or may not be sexual in nature. Any intercourse or other intentional sexual touching or activity without the other person's consent is sexual assault, is a form of Sexual Misconduct under this Procedure. Sexual Misconduct is any form of gender-based harassment, including, but not limited to, sexual harassment, sexual assault, and sexual exploitation, as well as harassment based on gender identity, gender expression, and non-conformity with gender stereotypes. Sexual misconduct may also include acts of a sexual nature, including acts of stalking, domestic violence, and dating violence, intimidation, or for retaliation following an incident where alleged Sexual Misconduct or has occurred. Sexual Misconduct can occur between strangers or acquaintances, or people who know each other well, including between people involved in an intimate or sexual relationship, can be committed by anyone regardless of gender identity and can occur between people of the same or different sex or gender.
- Serious Injury or Death. Any intentional, unintentional or reckless action or conduct which results in serious injury or death to a Member of the District Community or their family.
- Smoking. Smoking in an area where smoking has been prohibited by law or regulation of the District.
- Stalking. Stalking behavior in which a Student repeatedly engages in the course of conduct directed at another person and makes a credible threat with the intent to place that person in reasonable fear for their safety, or the safety of their family; where the threat is reasonably determined by the College Conduct Officer to create substantial emotional distress, torment, create fear, or to terrorize the person.
- Sexual Stalking. The course of conduct directed at a specific person that would cause a reasonable person to feel fear or suffer substantial emotional distress due to another's sexual interest or gender-based stalking. Stalking involves repeated and continued harassment of a sexual or gender-based nature, against the expressed consent of another individual, which causes the targeted individual to feel emotional distress, including fear or apprehension. Such stalking behaviors may include: pursuing or following; unwanted communication or contact—including face-to-face encounters, telephone calls, voice messages, electronic messages, web-based messages, text messages, unwanted gifts, etc.; trespassing; and surveillance or other types of observation.
- Theft or Abuse of District's Computers or Electronic Resources. Theft or abuse of District computers and other District electronic resources such as computer and electronic communications facilities, systems, and services. Abuses include (but are not limited to) unauthorized entry, use, transfer, or tampering with the communications of others, and interference with the work of others, and with the operation of a computer and electronic communications facilities, systems, and services. Theft or attempted theft of any kind, including seizing, receiving, or concealing property with knowledge that it has been stolen, is prohibited. Sale, possession, or misappropriation of any property or services without the owner's permission is also prohibited.
- Theft or Conversion of Property. Theft or conversion of District Property or services, or the property of any person or business on District Property or at a District function, or possession of any property when the Student had the knowledge or reasonably should have had knowledge that it was stolen.
- Trespass and Unauthorized Possession. Unauthorized or forcible trespass on, entry to, possession

of, receipt of, or use of any District services, grounds, equipment, resources, properties, structures, vehicles, boats, water craft or facility, including the unauthorized use of District's name, insignia, or seal without permission or authorization.

- Unauthorized Recording. Recording any person on District Property or at any District function without that person's knowledge or consent. This definition shall not apply to recordings conducted in public, in a commonly recognized public forum.
- Unauthorized Use of Course or Copyrighted Materials. Students of the District will abide by all aspects of United States copyright law, Title 17 of the United States Code, to the extent possible, under the authoritative interpretation of the law. Students shall not reproduce copyrighted materials without prior permission of the copyright owner, except as allowed by the "fair use" doctrine. In addition, Students shall not sell, prepare, or distribute for any commercial purpose any course lecture notes or video or audio recordings of any course unless authorized by the District in advance and explicitly permitted by the course instructor in writing. The unauthorized sale or commercial distribution of course notes or recordings by a Student is a violation of these Policies whether or not it was the Student or someone else who prepared the notes or recordings. Copying for any commercial purpose handouts, readers or other course materials provided by an instructor as part of a District course unless authorized by the District in advance and explicitly permitted by the course instructor or the copyright holder in writing (if the instructor is not the copyright holder).
- Unauthorized Use of District Keys. Unauthorized use, distribution, duplication or possession of any keys issued for any building, laboratory, facility, room, or other District Property.
- Unauthorized Use of Electronic Devices. Unauthorized use of an electronic device on District property or at any District function, including but not limited to, classes, lectures, labs, and field trips.
- Unauthorized Use of Property or Services. Unauthorized use of property or services or unauthorized possession of District Property or the property of any other person or business.
- Unreasonable Demands. Placing repeated, hostile, or unreasonable demands on District staff.
- Unwelcome Conduct: Conduct of a sexual, gender-based, or harassing nature, which is considered unwelcome if a person did not request or invite it, and considered the conduct to be unwelcome, undesirable, or offensive. Unwelcome conduct may take various forms, including name-calling, graphic or written statements (including the use of cell phones or the Internet), hazing, bullying, or other conduct that may be physically or psychologically threatening, harmful, or humiliating. Unwelcome conduct does not have to include intent to harm, or directed at a specific target, or involve repeated incidents. Unwelcome conduct can involve persons of the same or opposite sex.
- Violation of Driving Regulations. Driving unsafely on District property or while taking part in any District function, or repeated violation of District parking regulations.
- Violation of Health & Safety Regulations. Violation of any health, safety or related regulations, rule or ordinance on District property or at any District function.
- Violation of Law. Violation of any federal, state or local law on District property, at a District function or involving a member of the District Community.
- Violation of Posted District Rules. Violation of any rule or regulation posted on District property by the District or the College, or printed in any District publication.
- Violation of Published Computer/Network Usage Policy(s), Procedures, or Guidelines.
 - I. Accessing and/or without permission altering, damaging, deleting, destroying, or otherwise using any data, computer, computer system, or computer network belonging to or used by the District or

any Member of the District Community.

2. Accessing and/or without permission taking, copying, or making use of any data from a computer, computer system, or computer network, or taking or copying any supporting documentation, whether existing or residing internal or external to a computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
3. Using or causing to be used District computer services without permission.
4. Accessing and/or without permission adding, altering, damaging, deleting, or destroying any data, computer software, or computer programs which reside or exist internal or external to a computer, computer systems, or computer network belonging to or used by the District or any Member of the District Community.
5. Disrupting or causing the disruption of computer services or denying or causing the denial of computer services to an authorized user of a computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
6. Providing or assisting in providing a means of accessing, without permission, a computer, computer, system, or computer network belonging to or used by the District or any Member of the District Community.
7. Accessing or causing to be accessed without authorization any computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
8. Introducing any computer contaminant or virus into any computer, computer system, or computer network belonging to or used by the District or any Member of the District Community.
9. Sending any message using any computer system or network without authorization or sending any message in the name of another person or entity.
10. Using any account or password without authorization.
11. Allowing or causing to be used an account number or password by any other person without authorization.
12. Accessing or causing to be accessed, downloading or causing to be downloaded, pornographic or obscene materials except when accessing a pornographic website which is part of the instructional process or assignment for a class the Student is currently enrolled in.
13. Use the District's systems or networks for commercial purposes; for example, by performing work for profit with District resources in a manner not authorized by the district.
14. "Cyberstalking", which is to be understood as any use of the college or district computer system, computer network, or computer programs to stalk another person via excessive messages or inquiries, inappropriate or threatening messages, racially motivated communications, photos or other means of communication.
15. Inappropriate Usage of Social Media. Using social media to harass, intimidate, or threaten other individuals. Usage of social media that will have indirect or direct impact on an individual or interference with the educational process.

[Please refer to AP 5520, Student discipline procedures for the defined process for the fair and impartial review and determination of alleged improper Student behavior.](#)

References:

Education Code Sections 66300, et seq., ACCJC
Accreditation Standard 2

End Recommendation for AP 5500 Standards of Student Conduct

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director of Business and Fiscal

DATE: May 14, 2026

SUBJECT: Budget Revenue & Expenditure Summary

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

While year-to-date revenue and/or expenditure percentages often vary from the percentage of fiscal year elapsed, all funds are expected to remain within the 2025-26 budget unless otherwise noted here. For explanations of any significant variances in year-to-date revenues/expenditures from fiscal year elapsed, please see the attached summary.

ANALYSIS

The attached Revenue and Expenditure Summary reflects activity for the 2025-26 fiscal year through April 20, 2026. As of that date, SBCCD was 80.5% through the fiscal year and had spent and/or encumbered approximately 78.4% of its unrestricted general fund budget.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

This analysis is an important tool for the Board of Trustees to track SBCCD revenues and expenditures across all funds.

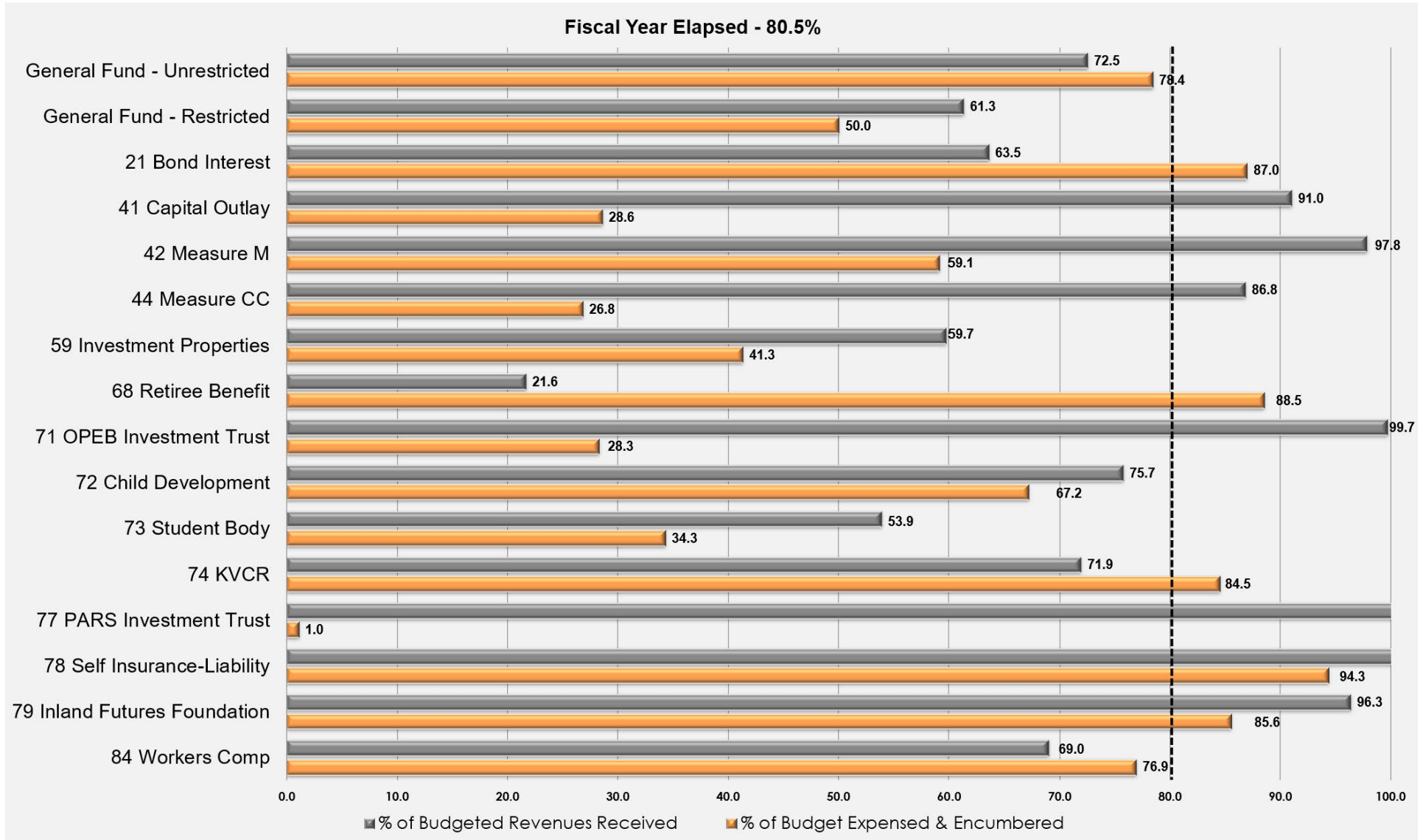




Budget Revenue & Expenditure Summary

Year to Date 4/20/26

[v.5.5.2026.p.1|2]





Budget Revenue & Expenditure Summary

Year to Date 4/20/26

[v.5.5.2026.p.2|2]

80.5% of Fiscal Year Elapsed

FUND	REVENUES			EXPENDITURES			COMMENTS
	Budget	Received YTD		Budget	Expensed/ Encumbered YTD		
01 General Fund - Unrestricted	153,418,431	111,239,214	72.5%	159,056,985	124,717,173	78.4%	
01 General Fund - Restricted	119,423,697	73,159,889	61.3%	119,423,697	59,737,891	50.0%	Some grants are multi-year and can be carried over to the next fiscal year.
21 Bond Interest & Redemption	71,300,000	45,305,631	63.5%	71,300,000	62,002,404	87.0%	Taxes are determined and collected by the County for bond measures.
41 Capital Outlay	4,846,745	4,410,519	91.0%	4,275,711	1,221,638	28.6%	A significant portion of capital expenditures is expected to be carried over to the next fiscal year.
42 Measure M	159,946,339	156,459,655	97.8%	117,723,139	69,607,366	59.1%	Revenue received for the sale of bonds in the month of August 2025. A significant portion of capital expenditures is expected to be carried over to the next fiscal year.
44 Measure CC	7,000,000	6,075,831	86.8%	124,323,507	33,323,231	26.8%	A significant portion of capital expenditures is expected to be carried over to the next fiscal year.
59 Investment Properties	5,866,889	3,505,121	59.7%	4,948,059	2,044,095	41.3%	Posting in progress for Q3 activity. A significant portion of capital expenditures is expected to be carried over to the next fiscal year.
68 Retiree Benefit	407,744	88,212	21.6%	407,744	360,925	88.5%	Posting in progress for Q3 activity.
71 OPEB Trust	850,000	847,480	99.7%	82,000	23,167	28.3%	Posting in progress for Q3 activity.
72 Child Development	5,888,636	4,459,182	75.7%	5,831,408	3,916,338	67.2%	Expenditures are consistent with the needs of the funds. Some grants are multi-year and can be carried over to the next fiscal year.
73 Student Body Center Fee	340,787	183,599	53.9%	395,268	135,500	34.3%	Expenditures are consistent with the needs of the funds.
74 KVCR	9,049,895	6,506,926	71.9%	9,069,789	7,663,679	84.5%	
77 PARS Trust	5,830,000	6,893,029	118.2%	5,655,000	59,149	1.0%	Investment earnings were higher than estimated. Posting in progress for the annual disbursement.
78 Self Insurance-Liability	1,250,000	1,259,403	100.8%	1,625,759	1,533,571	94.3%	Revenues transferred in full at the beginning of the fiscal year. Payment for policy occurs early in the year.
79 Inland Futures Foundation	1,465,252	1,411,517	96.3%	1,465,252	1,253,589	85.6%	Donations and pledges are higher than expected.
84 Workers Compensation	3,012,624	2,078,031	69.0%	2,986,865	2,297,194	76.9%	Revenue are posted in arrears.
Total (All Funds)	549,897,039	423,883,239	77.1%	628,570,183	369,896,910	58.8%	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Dr. Diana Z. Rodriguez, Chancellor
REVIEWED BY: Dr. Nohemy Ornelas, VC of Education and Student Support Services
PREPARED BY: Dr. Christopher M. Crew, Executive Director, Research & Planning
DATE: May 14, 2026
SUBJECT: CCFS-320 Apportionment Attendance Report for FY 2026 Period 2

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The CCFS-320 Apportionment Attendance Report for FY 2026, Period 2, has been submitted to the State Chancellor’s Office. Please note, all FTES have been rounded to the nearest whole number.

ANALYSIS

SBCCD reported 16,826 FTES at P2 for FY2026, meeting its target. This reflects a 4% increase over FY2025’s P2 total of 16,179 FTES (+647 FTES). The District continues to demonstrate steady enrollment growth and expanded access to educational opportunities across the region.

	Fiscal Year 2026 Target	P2 Fiscal Year 2026 Reported	P2 Fiscal Year 2025 Reported	# Change P2 FY26 vs. FY25	% Change P2 FY26 vs. FY25
CHC	5,000	5,000	4,777	+223	+4.67%
SBVC	11,826	11,826	11,402	+424	+3.72%
SBCCD Total	16,826	16,826	16,179	+647	+4.00%

INSTITUTIONAL VALUES

- 4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The data included in this report will be used to make strategic decisions related to enrollment management, budgeting, multi-year forecasting, and other goal-setting processes.



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: May 14, 2026

SUBJECT: Contracts Below \$119,100

RECOMMENDATION

This item is for information only. No action is necessary.

OVERVIEW

In accordance with SBCCD Board Policy 6100, Delegation of Authority, The Board of Trustees delegates authority to the Chancellor to supervise the general business procedures of the District to assure the proper administration of property and contracts.

In line with Public Contract Code Section 17605 and Section 22034(c), the Board of Trustees delegates purchasing and contracting authority to the named agents on the authorized signature list. These designated District Officers have authority to approve purchase requests; award, sign, and execute contracts; and authorize payment under the formal bid limits set by Public Contract Code. Such purchase and/or expense contract requests below this limit, including income contracts, shall not require Board approval, but shall be sent to the Board as an information item every 60 days.

ANALYSIS

The California Board of Governors sets the formal bid limit for procurement of goods and/or services on an annual basis. The formal bid limit for the current calendar year has been set at \$119,100. Construction services are not included in this board item.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

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





Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
30676	Accenture LLP	Amendment 01	SBCCD	Facilities	\$ 110,000.00		\$ 30,000.00
31813	Afemata, Peter	Speaker Agreement	SBVC	First Year	\$ 200.00		
31829	Alfred Vazquez Designs LLC	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		
31740	Allison, Nancy	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31816	Amudipe, William	Performer	SBVC	First Year	\$ 600.00		
31761	Anderson, Sharon	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31838	Bach to Braille	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		
31762	Barker, James	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		



Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31848	Baughner, Jeff	Consultants	SBCCD	ATPC	\$ 100,000.00		
31763	Beckley, Sally	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31764	Cantrell, Kathleen	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31827	CDW LLC	Software/Licensing	DSO	TESS	\$ 57,000.00		
31830	Chandler, Denise	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		
31818	Conectado Inc	Speaker Agreement	SBVC	ESSS	\$ 1,500.00		
31766	Conroy, Christina	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31801	Control Air Enterprises LLC	Building Improvement	SBVC	Admin Services	\$ 17,192.00		



Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31807	Dragan, Nicoleta	Speaker Agreement	SBVC	Student Health	\$ 10,000.00		
31796	Dropbox Inc	Software/Licensing	SBVC	Film & Media	\$ 14,400.00		
31808	Event Pixie	Services	CHC	Student Services	\$ 2,040.00		
31809	Event Pixie	Services	CHC	Language Arts	\$ 2,040.00		
31840	Everett, Sherry	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31748	Everon LLC	Maintenance Agreement	SBCCD	Facilities	\$ 11,000.00		
31815	Everon LLC	Maintenance Agreement	SBCCD	Facilities	\$ 15,000.00		
31826	Freedom Scientific Blv Group LLC	Software/Licensing	DSO	TESS	\$ 33,000.00		



Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31825	GatesAir	Repairs	KVCR	KVCR	\$ 145.73		
31831	Gottschalk, Dennis	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		
31832	Gross, Audrey	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		
31759	H&L Charter Co Inc	Bus Rental	SBVC	Applied Tech	\$ 1,100.00		
31822	H&L Charter Co Inc	Bus Rental	SBVC	Athletics	\$ 2,731.75		
31787	Hampton Inn Chula Vista Eastlake	Services	CHC	Athletics	\$ 10,400.00		
31833	Harbold, Robert	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		
31828	HonorLock Inc	Software/Licensing	DSO	TESS	\$ 63,000.00		



Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31755	Hot Dog On A Stick	Catering	SBVC	Financial Aid	\$ 2,842.00		
31777	Hyattward Advertising Inc	Services	CHC	Student Services	\$ 15,010.00		
31800	Hyattward Advertising Inc	Services	CHC	Student Services	\$ 11,770.00		
31754	Inland Empire Stages LTD	Bus Rental	SBCCD	ESSS	\$ 1,960.75		
31786	Intermex Inc	Bus Rental	SBVC	Student Services	\$ 1,800.00		
31768	Janson, Patrick	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31750	Johnson Controls US Holdings Inc	Maintenance Agreement	CHC	Facilities	\$ 41,166.00		
31760	Kasey David Licensed Clinical Social Worker Inc	Professional Services	CHC	Student Health	\$ 10,000.00		



Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31806	Keenan & Associates	Professional Services	DSO	Business Services	\$ 50,000.00		
31752	Khadjenoury, Sahar	On Demand Services	KVCR	KVCR	\$ 36,000.00		
31797	Korean American Youth Performing Artists	Performer	SBVC	Student Services	\$ 700.00		
31751	Kutturan Chamoru Foundation	Speaker Agreement	SBVC	First Year	\$ 200.00		
31769	Laurent, Cynthia	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31842	Lester, Ethan	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31770	Lillie, Amanda	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31843	Lillie, Angelina	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		



Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31771	Lots 4 You LLC	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31844	Melgoza, Jorge	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		
31798	Munroe, Michael dba Macro Development	Services	SBCCD	EDCT	\$ 75,000.00		
31782	National Bus Charters	Bus Rental	CHC	Student Services	\$ 1,375.00		
31823	National Bus Charters	Services	SBVC	Admin Services	\$ 29,570.00		
31772	Ostby, Katrina	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31747	Party Plus Rentals	Rental	SBVC	Admin Services	\$ 3,231.55		
31778	Party Plus Rentals	Rental	SBVC	EOPS	\$ 876.30		



Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31779	Party Plus Rentals	Rental	SBVC	Admin Services	\$ 589.30		
31799	Party Plus Rentals	Rental	SBVC	Applied Tech	\$ 1,857.30		
31811	Party Plus Rentals	Rental	SBVC	President's Office	\$ 890.30		
31814	Party Plus Rentals	Rental	SBVC	First Year	\$ 2,182.20		
31837	Pitney Bowes Inc	Lease Agreement	SBVC	Admin Services	\$ 60,000.00		
31845	Prokes, Jennifer	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		
31834	Rain City Braille LLC	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		
31812	Reed, Charles Lasi Kaneala	Speaker Agreement	SBVC	First Year	\$ 400.00		



Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31817	Regents of the University of California Berkeley	Services	SBVC	Social Science	\$ 7,000.00		
31075	Rim of the World USD	Amendment 01	SBVC	Adult Education	\$ 101,352.00		\$ 3,535.00
31206	San Bernardino, County of	On Demand Services	SBCCD	District Police	\$ 100,000.00		
31819	Shred-It USA	Services	SBCCD	District Police	\$ 510.00		
31758	Silent Events Inc	Performer	CHC	Student Services	\$ 599.00		
31789	SiteLogiq Inc	Professional Services	SBCCD	Facilities	\$ 6,109.00		
31756	Skydio Inc	Purchase Agreement	SBVC	Aeronautics	\$ 66,000.00		
31783	Snipes-Dye Associates	Services	SBCCD	EDCT	\$ 4,520.00		



Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31773	Talley, Kathleen	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31788	Tesla Inc	Maintenance Agreement	CHC	Facilities	\$ 6,800.00		
31824	Top Golf USA Inc	Services	SBCCD	Chancellor	\$ 647.05		
31785	Top Transportation Service	Bus Rental	SBVC	Student Services	\$ 1,443.74		
31846	United Braille Alliance LLC	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		
31774	Velo, Alicia	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		
31749	Vital Records Control	Software/Licensing	DSO	TESS	\$ 812.20		
31776	Walling, Joyce	Braille Transcription	SBCCD	ATPC	\$ 100,000.00		



Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31836	Wolfe, Natasha	Braille Transcription	SBCCD	ATPC	\$ 118,000.00		
31847	Wolfe, Susanne	Braille Transcription	SBCCD	ATPC	\$ 50,000.00		
31804	CommonSpirit Health	Clinical Site Agreement	SBVC	Nursing	No Cost		
31781	Crave Robotics Inc	Lease Agreement	SBVC	Admin Services	No Cost		
31803	Five Keys Schools & Programs	Income - Facilities Use	SBVC	Facilities		\$ 813.48	
31820	Metro TV Inc	Broadcasting Rights	KVCR	KVCR	No Cost		
31784	Premier AZCA Insurance Services	Broker of Record	DSO	Human Resources	No Cost		
31780	Redlands Bicycle Classic	Rental	CHC	Student Services	No Cost		



Contracts Below \$119,100
Presented for Information May 14, 2026

Control #	Vendor	Contract Type	Site	Department	Expense	Income	Amendment
31790	San Bernardino Symphony Association	Income - Facilities Use	SBVC	Facilities		\$ 949.06	
31802	San Bernardino Symphony Association	Income - Facilities Use	SBVC	Facilities		\$ 745.70	
6239	SpectraSite Communications	Income - Amendment 06	CHC	Admin Services		\$ 400,000.00	Term Extension
31757	Yucaipa-Calimesa Joint USD	MOU	CHC	Student Services	No Cost		

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director of Business & Fiscal Services

DATE: May 14, 2026

SUBJECT: General Fund Cash Flow Analysis

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The District's budget is a financial plan based on estimated revenues and expenditures for the fiscal year, which runs from July 1 through June 30. Cash refers to what is actually in the District's treasury on a day-to-day and month-to-month basis. District cash balances are reviewed regularly and monitoring the amount of cash available to meet financial obligations is a core responsibility of the Fiscal Services Department. Fiscal year forecasts are updated monthly using the most current actual revenue and expense data and any new guidance from the State. Attached is the restricted and unrestricted General Fund monthly cash flow analysis.

ANALYSIS

As noted in the forecast, cash balances fluctuate throughout the year based on the amount and timing of actual and estimated revenues and expenses. The current cash estimate as of June 30, 2026, increased by \$110,919 to \$67,650,330 from the previous estimate of \$67,539,411. The cash balance remained relatively consistent with the previously projected amount with a small increase caused by normal cash fluctuations.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

This analysis is an important part of ensuring sufficient cash is available to meet District needs.





General Fund Cash Flow Analysis – Restricted & Unrestricted Fiscal Year 2025-2026

(as of April 23, 2026, rounded to the nearest \$1,000)

	PROJECTED												ACCRUALS	TOTAL
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN		
Estimated Beginning Cash Balance	70,141	80,848	78,026	74,279	63,102	59,824	84,627	82,870	74,457	61,565	62,876	65,546		
Receipts														
Federal		2	118		176	435	219	320	150	123	-839	1,349		2,054
State	19,117	6,576	13,443	9,612	8,808	16,705	35,817	11,169	15,592	9,754	11,989	12,363		170,944
Local	9,318	966	-2,449	-558	3,372	25,115	15,546	-2,925	-6,873	7,472	10,740	4,573		64,297
Interfund Transfer & Sale of Assets						2,000					1,231	13,349		16,580
Accounts Receivable/Accruals	1,999	231	1,588	4,209	4,396	711	-5,599	375	-100	2,627	8,906	-2,148		17,194
Total Receipts	30,434	7,774	12,700	13,264	16,751	44,966	45,983	8,938	8,768	19,976	32,027	29,487		271,069
Disbursements														
Academic Salaries	64	3,189	5,501	6,149	6,470	6,332	6,327	5,497	6,042	6,057	6,515	10,885		69,029
Classified Salaries	3,340	3,498	3,973	4,784	4,276	4,528	4,242	3,831	3,820	5,228	4,863	5,186		51,568
Benefits	1,815	3,052	3,453	3,798	3,808	3,755	3,823	3,729	3,800	48	3,911	7,198		42,188
Supplies & Materials	177	80	223	483	297	178	203	338	404	389	641	513		3,925
Other Operating Exp	5,927	-1,590	1,648	3,157	3,267	1,355	2,490	2,043	4,457	3,808	4,962	3,992		35,515
Capital Outlay	867	-532	116	335	513	69	666	334	1,455	1,494	1,026	1,169		7,512
Other Outgo	1,263	439	2,264	2,749	1,152	1,280	1,107	1,518	1,703	2,084	891	1,756		18,206
Longterm Post-Employment Benefits	-4	-7	-7	-7	-7	17	-11	-11	-11	-7	21	-8		-39
Accounts Payable/Accruals	6,278	2,467	-722	2,994	253	2,649	28,893	72	-10	-437	6,526	-3,308		45,654
Total Disbursements	19,727	10,596	16,448	24,441	20,028	20,163	47,741	17,351	21,660	18,665	29,357	27,383		273,559
Increase / (Decrease) in Cash Balance	10,707	-2,822	-3,748	-11,177	-3,277	24,803	-1,757	-8,413	-12,892	1,311	2,671	2,104		
Estimated Ending Cash Balance	80,848	78,026	74,279	63,102	59,824	84,627	82,870	74,457	61,565	62,876	65,546	67,650		

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Angel Rodriguez, Associate Vice Chancellor of Government Relations,
Strategic Communications & Grants

PREPARED BY: Burt Peachy, District Director of Grants

DATE: May 14, 2026

SUBJECT: Monthly Grants Board Report – April 2026

RECOMMENDATION

This item is for information only. No action is necessary.

OVERVIEW

This report provides a summary of grant activity for April 2026, including newly awarded grants and overall funding totals. The report reflects the San Bernardino Community College District's continued success in securing external funding aligned with institutional priorities.

ANALYSIS

During the April 2026 reporting period, the District secured three (3) grant awards totaling \$1,022,090.00. No new submissions were recorded during this period. The awarded grants support workforce development, healthcare training, and STEM education initiatives, reinforcing the District's commitment to student success and regional workforce alignment.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no fiscal implications with this item.





San Bernardino Community College District
 FY 2025-26 Grant Updates Board Report
 Reporting Period: April 3 to April 30, 2026

Executive Summary

- Grant applications submitted for the reporting month include zero (0) submissions.
- New awards confirmed during the reporting month (April 3 through April 30) include three (3) awards totaling \$1,022,090.00.
- Potential upcoming submissions are tracked separately for internal planning and are not included in this Board-facing report.
- Grant narratives are condensed for readability while preserving key facts, including purpose, funding source, lead entity, and strategic alignment.

Summary Table (April 2026)			
Category	Count	Total Amount	Notes
New Awards	3	\$1,022,090.00	Awards confirmed during the reporting month
Monthly Submissions	0	\$0.00	Applications and letters of intent submitted during the reporting month

Strategic Alignment Reference Codes (Legend)

Alignment is referenced with short codes to reduce duplication. Each grant entry includes the relevant codes and a one-sentence plain-language alignment summary.

SBCCD District Strategic Plan Goals (SBCCD Codes)

- **SBCCD-G1:** Eliminate barriers to student access and success.
- **SBCCD-G2:** Be a diverse, equitable, inclusive, and anti-racist institution.
- **SBCCD-G3:** Lead and partner on regional issues.
- **SBCCD-G4:** Ensure fiscal accountability and sustainability.

Crafton Hills College – Educational Master Plan Priorities (CHC Codes)

- **CHC-1:** Increase Student Enrollment.
- **CHC-2:** Engage in Practices that Prioritize and Promote Inclusivity, Equity, Anti-Racism, and Human Sustainability.
- **CHC-3:** Increase Student Success & Equity.
- **CHC-4:** Develop a Campus Culture that Engages Students, Employees, and the Broader Community.
- **CHC-5:** Foster and Support Inquiry, Accountability, and Campus Sustainability.

San Bernardino Valley College – Educational Master Plan Priorities (SBVC Codes)

- **SBVC-1:** Create a College-Going Culture Through Intentional Community Outreach and Clear Communication of Pathways.
- **SBVC-2:** Innovate Curriculum and Course Offerings to Support Student Equity and Completion.
- **SBVC-3:** Expand and Align Support Services and Resources in Conjunction with Student Pathways.
- **SBVC-4:** Create Relationships with the Black and African American Community.
- **SBVC-5:** Utilize Quantitative and Qualitative Data to Understand Our Students' Lived Experiences and Better Support Them Towards Their Goals.
- **SBVC-6:** Create and Sustain a Sense of Belonging for all College and Community Stakeholders.
- **SBVC-7:** Connect Students to Regional and Community Opportunities.
- **SBVC-8:** Ensure Sustainability Through Fiscal Accountability

New Grant Awards

California Apprenticeship Initiative – Early Childhood

Purpose: This award supports the expansion of apprenticeship pathways in early childhood education and nursing, increasing workforce readiness and addressing regional shortages in critical care professions.

Grantor: California Community Colleges Chancellor's Office

Lead Entity: SBCCD

Amount: Awarded \$1,324,048.00

Status: Awarded

Alignment: SBCCD-G1

California Apprenticeship Initiative – Nursing

Purpose: This award strengthens nursing apprenticeship programs to increase the number of trained healthcare professionals serving the Inland Empire.

Grantor: California Community Colleges Chancellor’s Office

Lead Entity: SBCCD

Amount: Awarded \$287,998.00

Status: Awarded

Alignment: SBCCD-G1

NASA Grant Allocation

Purpose: This award supports STEM-related educational programming and student engagement aligned with federal workforce and innovation priorities.

Grantor: National Aeronautics and Space Administration (NASA)

Lead Entity: SBCCD

Amount: Awarded \$10,650.00

Status: Awarded

Monthly Submissions

No monthly grant submissions were made for April 2026. Several grants are under development and will be submitted in the near future.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Angel Rodriguez, Associate Vice Chancellor of Government Relations, Strategic Communications & Grants

PREPARED BY: Ynez D. Canela, Associate Director of Legislative & Community Relations

DATE: May 14, 2026

SUBJECT: Legislative Advocacy & Community Relations Update

RECOMMENDATION

This item is for information only. No action is necessary.

OVERVIEW

SBCCD has been highly active in shaping legislation and securing funding that serves our students, faculty, and community. Our advocacy work spans multiple levels of government and touches issues that have real, long-term impact on our campuses, from student housing and financial aid to workforce training.

ANALYSIS

Key highlights include:

- Active engagement with federal officials in Washington, D.C. to protect funding for Hispanic-Serving Institutions (HSIs) and expanding SNAP/CalFresh access on campus;
- Progress on California legislation that directly benefits SBCCD's ability to build high-tech and safe facilities;
- Ongoing work to secure funding for Legacy Village, a 500-unit affordable housing development for students and workforce members near San Bernardino Valley College;
- Community meetings to solicit public input on SBCCD's future priorities.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no fiscal implications with this item.





**San Bernardino Community College District
Legislative Advocacy and Community Relations Board Report
Reporting Period: March 15 to April 30, 2026**

Federal Update

Washington, D.C. Advocacy Trip

A delegation from SBCCD traveled to Washington, D.C. to participate in the HACU Capitol Forum, a national gathering focused on the needs of Hispanic-Serving Institutions (HSIs). Our team met with federal officials and congressional offices to advance SBCCD's priorities.

What we advocated for:

- Protecting and growing federal funding for Hispanic-Serving Institutions, colleges like CHC and SBVC, where at least 25% of students identify as Hispanic
- Investing in Pell Grants and expanding access to basic needs support like food assistance on our campuses.
- Reminding federal policymakers that investing in the Inland Empire's community college students means investing in California's long-term workforce.

Key Outcome

Our delegation secured a commitment for a future conversation with the Office of Senator Alex Padilla to discuss expanding SNAP eligibility for college cafeterias that serve more than 50% hot or prepared meals. Senator Adam Schiff is also expected to visit KVCR and the Legacy Village project site on May 4, 2026.

State Legislative Update

Sacramento Advocacy Visit

On April 8, the SBCCD Chancellor, Executive Vice Chancellor, and Associate Vice Chancellor of Government Relations, Strategic Communications, and Grants traveled to Sacramento to testify in support of legislation that directly benefits our District. Two bills were a focus of this visit:

- **SB 1154 (Senator Reyes) — Smarter Procurement for Campus Construction:** This bill would give community college districts the option to use a "best value" procurement method for construction projects over \$1 million. Rather than automatically awarding contracts to the lowest bidder, districts could consider a broader set of factors, like quality and long-term cost-effectiveness, when selecting contractors. The bill passed the

Education Committee. *This is a win for SBCCD as we plan future construction projects, including Legacy Village.*

- **SB 1255 (Senator Reyes) — California HSI Designation:** This bill would create an official state designation recognizing California colleges that excel at serving Latino students. SBCCD leadership joined Senator Reyes, HACU, and partner organizations at a press conference on April 27 in support of this bill. Both SBVC and Crafton Hills College would be well-positioned to receive this designation.

Tracked Legislation Under Review for SBCCD Impact

The following bills are being monitored for potential impact on SBCCD, Crafton Hills College, San Bernardino Valley College, and the students and communities we serve. Inclusion on this list does not indicate a formal District position. These bills are currently under review for alignment with SBCCD's priorities, operational needs, fiscal responsibilities, and student success goals.

Opening Doors of Opportunity for Everyone		
Bill	Author	What It Would Do — Under Review for SBCCD Impact
AB 713	Solache	Would prohibit public colleges and universities from disqualifying a student from campus employment solely because they cannot provide proof of federal work authorization. Under review for potential impact on equitable access to on-campus work opportunities and SBCCD's commitment to serving all students.
AB 1641	Jackson	Would formally recognize tribal colleges and universities located in California as part of the state's public higher education system. Under review for potential implications related to educational equity, belonging, and interinstitutional partnerships that serve Indigenous students in our region.
SB 1255	Reyes	SBCCD supports this bill. Would establish an official California state designation recognizing postsecondary institutions that excel at serving Latino students. Under review for potential impact on SBCCD's recognition as a Hispanic-Serving Institution, institutional visibility, and resources available to close achievement gaps for our Latino student population. SBCCD leadership participated in a Sacramento press conference in support of this bill.
AB 2374	Fong	SBCCD supports this bill. Would establish a state designation for Asian American, Native Hawaiian, and Pacific Islander Serving Institutions (AANHPI-Serving Institutions), recognizing colleges that demonstrate a commitment to serving these student communities.

Keeping College & Career Training Affordable		
Bill	Author	What It Would Do — Under Review for SBCCD Impact
AB 1534	Irwin	Would require colleges to obtain specific state and federal approvals before disbursing or advertising federal Workforce Pell Grant funds for short-term programs, beginning July 1, 2026. Under review given SBCCD's robust short-term workforce programming and potential compliance and access implications for students.

SB 1006	Padilla	Would increase Cal Grant B awards by adjusting them for inflation, helping students cover non-tuition costs such as housing, food, and transportation. Under review for potential impact on the financial stability and persistence of SBCCD students.
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Expanding Job Training for Good-Paying Careers

Bill	Author	What It Would Do — Under Review for SBCCD Impact
AB 805	Fong	Would create the Career Apprenticeship Bridge (CAB) Program to establish clearer pathways from high school into apprenticeship and college-level workforce training. Under review for potential alignment with SBCCD's career and technical education programs.

Supporting Dual Enrollment, Adult Learners & Working Students

Bill	Author	What It Would Do — Under Review for SBCCD Impact
AB 1871	Fong	Would streamline College-to-Career Access Programs (CCAP) by removing the requirement for a high school principal's recommendation, potentially expanding dual enrollment opportunities. Under review for impact on SBCCD's high school partnerships and non-traditional student pathways.

Strengthening Transfer & Bachelor's Degree Pathways

Bill	Author	What It Would Do — Under Review for SBCCD Impact
AB 2301	Soria	SBCCD supports this bill. Would create a pilot program allowing up to 10 community college districts statewide to offer a Bachelor of Science in Nursing (BSN) degree. Under review for potential opportunity and operational implications for SBCCD's health sciences programs.
SB 960	Cabaldon	Would restrict community colleges from offering bachelor's degree programs that duplicate UC or CSU programs in the same service area, unless that university program has been over-enrolled for three consecutive years. Under review for potential impact on SBCCD's existing and future baccalaureate programs.

Maintaining Safe, Modern Learning & Training Facilities

Bill	Author	What It Would Do — Under Review for SBCCD Impact
SB 1154	Reyes	SBCCD supports this bill. Would authorize community college districts to use a "best value" procurement method, weighing quality and long-term cost alongside price, for construction contracts over \$1 million, through December 31, 2030. SBCCD leadership participated in Sacramento advocacy for this bill. Passed Education Committee.

Safeguarding Fiscal Stability for Community Colleges		
Bill	Author	What It Would Do — Under Review for SBCCD Impact
AB 1171	Patel	Would expand health insurance reimbursement eligibility to part-time faculty, including those teaching across multiple districts, and establish a dedicated \$200 million annual state General Fund appropriation to support this. Under review for potential fiscal and operational impact on SBCCD.
SB 1262	Archuleta	Would cap a community college district's unrestricted general fund reserves at 50% of annual expenditures beginning in FY 2027–28, and restrict certain interfund transfers. Under review for potential impact on SBCCD's financial flexibility and reserve management practices.

Budget Advocacy for Affordable Student & Workforce Housing

Legacy Village

Legacy Village is a 500-unit mixed-use affordable housing development planned for land adjacent to San Bernardino Valley College. Designed to serve students, veterans, former foster youth, and local workforce members, it is one of the most significant capital projects in SBCCD's history. We are currently pursuing both state and federal funding to support Phase I construction.

Funding Requests Summary

Funding Request	Grantor / Source Amount	Amount Requested	Current Status
Legacy Village Phase I	State of California	\$30 Million	Application submitted; awaiting announcement
Legacy Village Phase I	Rep. Pete Aguilar FY2027 Community Project Funding	\$1.2 Million	Application submitted; awaiting announcement
Legacy Village Phase I	Sen. Adam Schiff FY2027 Community Project Funding	\$1.2 Million	Application submitted; awaiting announcement
Legacy Village Phase I	Sen. Alex Padilla FY2027 Community Project Funding	\$1.2 Million	Application submitted; awaiting announcement

Community Relations Update

As part of SBCCD's strategic planning process, District leadership has launched an active community engagement effort to ensure that the voices of our local residents, civic partners, and business community help shape our priorities for the future. We are listening broadly across the entire region we serve.

<h1>23</h1> <p>Community Organizations <i>Civic, education, and business groups engaged for input</i></p>	<h1>88,000</h1> <p>Local Residents Reached <i>Via direct mailers inviting community survey participation</i></p>	<h1>776</h1> <p>Survey Responses Received <i>As of April 29, 2026. Survey remains open to the public</i></p>
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What We're Asking the Community

The outreach effort is focused on gathering public input around three core priorities that directly affect our students and neighbors:

- **Maintaining college affordability** — Ensuring that a quality education remains within reach for every Inland Empire resident, regardless of income.
- **Expanding educational and job training opportunities** — Understanding what career pathways and workforce programs the community most needs to thrive in a changing economy.
- **Safe, modern facilities** — Hearing from the public about expectations for the learning environments and infrastructure that support student success.

2-Minute Community Survey

The survey is open to all residents in SBCCD's service area and available at www.sbccd.edu/affordablecollege.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: MOU(s) between SBCCD and the California School Employees Association and its SBCCD Chapter 291 (CSEA)

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

SBCCD and the CSEA met and entered into the attached Memorandums of Understanding, also known as MOU(s).

ANALYSIS

The attached MOU(s) constitutes the full and complete Agreement between SBCCD and the CSEA.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost associated with an MOU(s) is included in the appropriate budgets, where applicable.



MEMORANDUM OF UNDERSTANDING

By and Between

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

And

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER #291

April 14, 2026

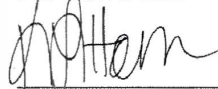
Terms and Conditions: This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association, and its Chapter #291, (hereinafter "Association"), collectively referred to as "the Parties."

The Parties have met in reference to the increase in full-time equivalent ("FTE") hours for (5) five occupied Child Development Assistant positions at San Bernardino Valley College ("SBVC") and agreed to the following.

1. It is agreed and understood that the District would increase FTE hours for the (5) five occupied Child Development Assistant positions (**PCN: C147212, C147216, C147219, C147221, C147220**).
2. The increase in FTE hours is based on the department's operational needs.
3. The (5) five occupied Child Development Assistant positions will be increased to 1.0 FTE from .475 FTE to 40 hours per workweek from 19 hours per workweek, working 239 days per year.
 - a. Vivianna Gonzalez's work schedule will be changed as follows:
From: Monday – Thursday, 8:30 a.m. to 12:30 p.m., and Friday, 9:00 a.m. to 12:00 p.m.
To: Monday – Friday, 7:30 a.m. to 4:00 p.m.
 - b. Gilda Cardenas' work schedule will be changed as follows:
From: Monday – Thursday, 8:30 a.m. to 12:30 p.m., and Friday, 9:00 a.m. to 12:00 p.m.
To: Monday – Friday, 7:30 a.m. to 4:00 p.m.
 - c. Mayely Rico's work schedule will be changed as follows:
From: Monday – Thursday, 8:30 a.m. to 12:30 p.m., and Friday, 9:00 a.m. to 12:00 p.m.
To: Monday – Friday, 7:30 a.m. to 4:00 p.m.
 - d. Nermen Ageeb's work schedule will be changed as follows:
From: Monday – Thursday, 12:30 p.m. to 4:00 p.m., and Friday, 11:00 a.m. to 4:00 p.m.
To: Monday – Friday, 7:30 a.m. to 4:00 p.m.
 - e. Monica Mercado's work schedule will be changed as follows:
From: Monday – Thursday, 12:30 p.m. to 4:00 p.m., and Friday, 11:00 a.m. to 4:00 p.m.
To: Monday – Friday, 7:30 a.m. to 4:00 p.m.
4. The Parties agree that the abovementioned changes will be effective on Friday, May 1, 2026.

This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District

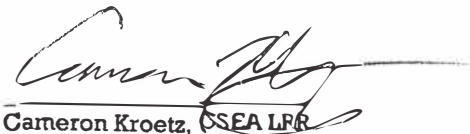


Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources,
Payroll, Police Services and Health and
Safety Administration

For CSEA



Ernest Guillen, President CSEA #291


Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Ginger Sutphin

Ginger Sutphin, Team Member

Juan Zavala

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER #291

April 14, 2026

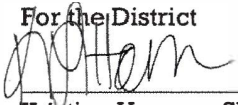
Terms and Conditions: This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association, and its Chapter #291, (hereinafter "Association"), collectively referred to as "the Parties".

The Parties agree to approve the Management Out-of-Class assignment for Veronica Arrowood, Project Analyst, to the Interim Director, Grants and Administration, Crafton Hills College, under the following stipulations:

1. The length of the assignment will be April 16, 2026, through June 30, 2026, or until a decision is made by the Employee or management to end the assignment. The Employee began working out of class on October 15, 2025, as Interim Director, Grants and Administration.
2. The Employee will be compensated from the Management Salary Schedule at Range 18, Step A. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.
3. The Parties agree that the Employee, while performing the Management Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.
4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Management Out-of-Class assignment as the Interim Director, Grants and Administration or be evaluated during this Management Out-of-Class service.
5. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the Project Analyst.
6. The Parties agree that during the Management Out-of-Class assignment, the Employee's seniority as the Project Analyst will continue to accrue, and the Management Out-of-Class assignment will not be construed in any manner as a break in service.
7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management Out-of-Class assignment of Veronica Arrowood.

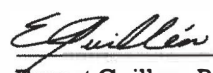
This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District



Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources,
Payroll, Police Services and Health and
Safety Administration

For CSEA



Ernest Guillen, President CSEA #291


Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Ginger Sutphin

Ginger Sutphin, Team Member

Juan Zavala

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER #291

April 14, 2026


Terms and Conditions: This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association, and its Chapter #291, (hereinafter "Association"), collectively referred to as "the Parties".

The Parties agree to approve the Management Out-of-Class assignment for Kevin Limoges, Senior Technology Support Specialist, to the Acting Enterprise Technology Project Manager, District, under the following stipulations:

1. The length of the assignment will be April 21, 2026, through June 30, 2026, or until a decision is made by the Employee or management to end the assignment. The Employee began working out of class on October 20, 2025, as the Acting Enterprise Technology Project Manager.
2. The Employee will be compensated from the Management Salary Schedule at Range 17, Step F. The salary range and step referenced in this MOU have been predetermined by the CSEA Collective Bargaining Agreement.
3. The Parties agree that the Employee, while performing the Management Out-of-Class assignment, remains a unit member and may benefit from any and all rights and representation afforded them through affiliation with CSEA; however, the Employee will be ineligible to receive the following special compensation: shift differential or bilingual/bi-literate during the length of Out-of-Class service.
4. The Parties agree that the Employee will not take part in any classified employee evaluations or employee discipline proceedings during the Management Out-of-Class assignment as the Acting Enterprise Technology Project Manager or be evaluated during this Management Out-of-Class service.
5. Upon completion of the Out-of-Class assignment, the Employee shall return to their regular classified position as the Senior Technology Support Specialist.
6. The Parties agree that during the Management Out-of-Class assignment, the Employee's seniority as the Senior Technology Support Specialist will continue to accrue, and the Management Out-of-Class assignment will not be construed in any manner as a break in service.
7. This Memorandum of Understanding constitutes the full and complete Agreement regarding the Management Out-of-Class assignment of Kevin Limoges.

This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District

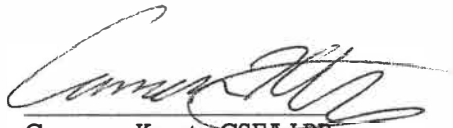


Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources,
Payroll, Police Services and Health and
Safety Administration

For CSEA



Ernest Guillen, President CSEA #291



Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Ginger Sutphin

Ginger Sutphin, Team Member

Juan Zavala

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER #291

April 21, 2026

Terms and Conditions: This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association, and its Chapter #291, (hereinafter "Association"), collectively referred to as "the Parties".

4/10 SUMMER WORK SCHEDULE. As part of a District-wide effort to conserve resources, unless one of the Parties requests by March 1 of the calendar year that it not be implemented, the District will activate a four/ten (4/10) summer work schedule each year under the following conditions:

1. The dates for the four/ten (4/10) summer work schedule will be determined annually by the District, and are set forth below:
 - a. **Calendar Year 2026:** The 4/10 summer work schedule will run from **Sunday, May 17, 2026, through Saturday, August 8, 2026.**
 - b. **Calendar Year 2027:** The District will notify CSEA of the dates for the four/ten (4/10) summer work schedule **no later than March 1 of that calendar year.**
2. The District will determine which specific day any holiday occurring during the four/ten (4/10) summer work schedule will be observed, as set forth below:
 - a. **Calendar Year 2026:** (1) **Memorial Day:** Monday, May 25, 2026, will be the observed Memorial Day holiday, and District Facilities will be closed, (2) **Juneteenth:** Friday, June 19, 2026, will be the observed Juneteenth holiday, and District Facilities will be closed, and (3) **Independence Day:** Thursday, July 2, 2026, will be the observed 4th of July holiday, and District Facilities will be closed.
 - b. **Calendar Year 2027:** The District will notify CSEA of the days on which holidays occurring during the four/ten (4/10) summer work schedule will be observed **no later than March 1 of that calendar year.**
3. All unit members will work a ten (10) hour workday and forty (40) hour workweek; however, at their request, they may opt to use vacation in any combination to create a four/eight (4/8) or four/nine (4/9) workweek consistent with Article 19: Vacation.
4. For the week of June 14, 2026, all unit members will be required to work ten (10) hours on Monday, June 15, 2026; Tuesday, June 16, 2026; and Wednesday, June 17, 2026. In lieu of working these scheduled hours, unit members may request to use vacation in accordance with section #3 of this Memorandum of Understanding. Additionally, the District Facilities will be closed on Thursday, June 18, 2026, and will remain closed on Friday, June 19, 2026, in observance of the Juneteenth holiday.
5. The standard four/ten (4/10) summer work schedule will be Monday-Thursday with the hours of operations determined by each specific District/department, with the following exceptions; a. District/departments that are required to serve the public and/or students (e.g., Child Development Centers, Police Department, KVCR, Aquatic Center) Monday through Friday during the summer will provide staffing and remain open for five (5) days each week. Unit members in those departments will be required to maintain a five (5) day/week work schedule, forgoing the summer hours and keeping their

five (5) day/week work schedule for the entire four/ten (4/10) summer work schedule period.

- 6. Specific District/department needs may require unit members to maintain a schedule other than the standard summer work schedule (e.g., custodial, IT); therefore, unit members shall be scheduled by mutual agreement between the immediate supervisor and the unit member involved. Such scheduling shall remain the same for the entire summer and may either provide for (1) scheduling all unit members for five (5) eight-hour days or (2) an alternate scheduling plan that gives unit members the option to work four (4) ten-hour days with either Monday or Friday as their unscheduled day. If a satisfactory agreement cannot be reached, the schedule will remain five (5) eight-hour days for all unit members in that department.
- 7. Unit members will not acquire or lose shift differential during the 4/10 Summer AWS.

This Memorandum of Understanding will sunset on **June 30, 2028**, and shall be reevaluated and subject to negotiations at any time.

This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District



Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources,
Payroll, Police Services and Health and
Safety Administration

For CSEA



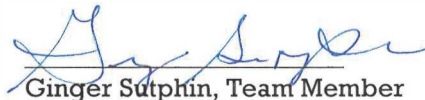
Ernest Guillen, President CSEA #291



Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member



Ginger Sutphin, Team Member



Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER #291

April 14, 2026

Terms and Conditions: This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association, and its Chapter #291, (hereinafter "Association"), collectively referred to as "the Parties."

Bilingual and Bi-Literate Stipend: Article 7.3.1.1 and Article 7.3.3.1

The Parties mutually agree that effective May 1, 2026, all unit members listed shall be compensated at the rate of \$50.00 per month for their **Bilingual** services and will be added to the eligibility pool list.

- Maria Adkins
- Cinthia Calderon Cruz
- Maria Chavez
- Marbella Garcia
- Feliciano Lozano
- Yolanda Martinez
- Maria Lutz
- Sofia Niz Ramirez
- Amber Velasco
- Edgar Ortiz
- Dana Rodriguez

The Parties mutually agree that effective May 1, 2026, all unit members listed shall be compensated at the rate of \$50.00 per month for their **Bi-Literate** services and will be added to the eligibility pool list.

- Cinthia Calderon Cruz
- Maria Chavez
- Marbella Garcia
- Feliciano Lozano
- Sofia Niz Ramirez
- Amber Velasco
- Mayely Rico
- Dana Rodriguez

In accordance with Article sections 7.3.2.1 and 7.3.3.2, the Parties mutually agreed that sixty (60) eligible unit members will receive the bilingual and bi-literate stipend. In the event that the eligibility pool exceeds this number, the Parties will use the criteria outlined in Article sections 7.3.2.1 and 7.3.3.2 to review eligibility; therefore, the Parties mutually agree that the following unit members will be removed and no longer receive a stipend for their **Bilingual and/or Bi-literate** services, effective May 1, 2026.

Bilingual Stipend

- Maria Davila
- Juana Moreno
- Blanca Perez-Ponce
- Manuel Rosales Jr.
- Lupita Castaneda
- Priscilla Acosta
- Nancy Bulgarelli
- Nancy Green
- Alvaro Sanchez
- Juan Nevares

Bi-Literate Stipend

- Elizabeth Lopez
- Fermin Ramirez
- Osman Parada
- Cesar Rojas
- Jose Alvarez

Attached is a list of the unit members who are approved to receive the Bilingual/Bi-literate stipend in accordance with Article 7.3.

This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District




Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources,
Payroll, Police Services and Health and
Safety Administration

For CSEA



Ernest Guillen, President CSEA #291



Cameron Kroetz, CSEA LRR

Diana Vaichis

Diana Vaichis, Team Member

Ginger Sutphin

Ginger Sutphin, Team Member

Juan Zavala

Juan Zavala, Team Member

Aida Gil

Aida Gil, Team Member

#	Bilingual Eligibility Pool		
	Name	Department	Site
1	Bojorquez, Ana	DSP&S	SBVC
2	Rodriguez, Natividad	EOPS/CARE	CHC
3	Romo, Maria Silvia	Admissions/Records	SBVC
4	Frausto, Jeanette	Financial Aid	CHC
5	Garcia, Gabriela	Financial Aid	SBVC
6	Peraza, Zayne	Library	CHC
7	Campos, Norma	Vocational Education	SBVC
8	Martinez, Anabel	CBO	SBVC
9	Rojas, George	CDC	SBVC
10	Williams, Sophia	CDC	SBVC
11	Portillo, Maritza	Student Activities	SBVC
12	Morales, Martha	CDC	SBVC
13	Lagrima, Luna	Student Services	SBVC
14	Arteaga, Lorena	Food Services	SBVC
15	Gomez, Tanya	Food Services	SBVC
16	Hayton, Claudia	Financial Aid	CHC
17	Gil, Aida	STAR Program	SBVC
18	Vasquez, Nancy	CDC	SBVC
19	Ramirez Jazmin, Lucia	CDC	SBVC
20	Abeyta, Rebecca	Counseling	CHC
21	Lopez, Angelica	CDC	SBVC
22	De Loera, Priscilla	Financial Aid	SBVC
23	Garcia, Raquel	Social Science/CDC	SBVC
24	Molina, Liliana	Business Office	SBVC
25	Elizalde, Noemi	Fiscal Services	DIST
26	Salas, Nancy	Social Science/CDC	SBVC
27	Martinez Garcia, Rocio	Financial Aid	SBVC
28	Rodriguez, Oscar	Counseling	SBVC
29	Perez, Jeanette	Payroll	DIST
30	Bernal, Cynthia	Student Services	SBVC
31	Soto, Jacqueline	CDC	SBVC
32	Serrano, Patricia	CDC	SBVC
33	Villegas, J Manuel	Financial Aid	CHC
34	Molina, Allison	Admissions & Records	SBVC
35	Mora, George	EOPS	CHC
36	Arellano, Yesenia	CDC	SBVC
37	Cortez-Roman, Blanca	CDC	SBVC
38	Treto, Fabiola	Counseling	SBVC
39	Treto, Pablo	EDCT	DIST
40	Ruiz Trujillo, Evelyn	Dreamers Resource Center	SBVC
41	Nahuat, Wendy	CalWorks	SBVC
42	Cayetano, Nobly	KVCR	DIST
43	Martinez, Alfredo	Grounds Caretaker	SBVC
44	Menchaca, Irene	Child Development	SBVC
45	De Niz Pelayo, Ariadna	Child Development	SBVC
46	Gastelum, Fernanda	Food Services	SBVC
47	Cortez, Rosio	Financial Aid	SBVC
48	Adkins, Maria E	Financial Aid	SBVC
49	Calderon Cruz, Cinthia Ashley	Institutional Advancement	CHC
50	Chavez, Maria R	California Adult Edu	SBVC
51	Garcia, Marbella	Financial Aid	SBVC
52	Lozano, Feliciano	Child Development	SBVC
53	Lutz, Maria A (Alejandra)	Tech Division	SBVC

54	Martinez, Yolanda	Science Division	SBVC
55	Niz Ramirez, Sofia	Admissions & Records	SBVC
56	Ortiz, Edgar	Athletics	SBVC
57	Rodriguez, Dana	Child Development	SBVC
58	Velasco, Amber	Facilities Planning	DSO

#	ASL Eligibility Pool		
	Name	Department	Site
1	Sullivan, Laurie	DSP&S	SBVC
2	Gowen, Laura	Instruction	SBVC

#	Bi-literate Eligibility Pool		
	Name	Department	Site
1	Bojorquez, Ana	DSP&S	SBVC
2	Martinez Garcia, Rocio	Financial Aid	SBVC
3	Elizalde, Noemi	Fiscal Services	DIST
4	Frausto, Jeanette	Financial Aid	SBVC
5	Green, Nancy A	Payroll	DIST
6	Molina, Lilibiana	Business Office	SBVC
7	Garcia, Gabriela	Financial Aid	SBVC
8	Peraza, Zayne	Library	CHC
9	Rodriguez, Natividad	EOPS/CARE	CHC
10	Salas, Nancy	Social Science/CDC	SBVC
11	Campos, Norma	Vocational Education	SBVC
12	Davila, Maria	SAS	CHC
13	Martinez, Anabel	CBO	SBVC
14	Moreno, Juana	CDC	SBVC
15	Perez-Ponce, Blanca	CDC	SBVC
16	Rojas, George	CDC	SBVC
17	Romo, Maria Silvia	Admissions/Records	SBVC
18	Portillo, Maritza	Student Activities	SBVC
19	Lagrima, Luna	Culinary Arts	SBVC
20	Alatorre, Yesica	KVCR	DIST
21	Sanchez, Carmen	Print Shop	CHC
22	Arteaga, Lorena	Food Services	SBVC
23	Gomez, Tanya	Food Services	SBVC
24	Hayton, Claudia	Financial Aid	CHC
25	Morales, Martha Celia	CDC	SBVC
26	Vasquez, Nancy	CDC	SBVC
27	Rosales, Manuel	Campus Technology Services	SBVC
28	Acosta, Priscilla	CDC	SBVC
29	De Loera, Priscilla	Financial Aid	SBVC
30	Bulgarelli, Nancy	Counseling	SBVC
31	Ramirez Jazmin, Lucia	CDC	SBVC
32	Rose Powers, Yvonne	KVCR	DIST
33	Sanchez, Alvaro	Facilities	CHC
34	Perez, Jeanette	Payroll	DIST
35	Rivera, Raquel	Facilities	CHC
36	Soto, Jacqueline	CDC	SBVC
37	Arellano, Yesenia	CDC	SBVC
38	Cortez-Roman, Blanca	CDC	SBVC
39	Lopez, Angelica	CDC	SBVC
40	Mora, George	EOPS	CHC

41	Navarro, Jazmin	CDC	CHC
42	Treto, Fabiola	Counseling	SBVC
43	Treto, Pablo	EDCT	SBVC
44	Villegas, J Manuel	Financial Aid	CHC
45	Cayetano, Nolby	KVCR	DIST
46	Cortez, Rocio	Financial Aid	SBVC
47	De Niz, Aiadna	Child Development	SBVC
48	Gastelum, Fernanda	Food Services	SBVC
49	Menchaca, Irene	Child Development	SBVC
50	Nahuat, Wendy	CalWorks	SBVC
51	Quintal, Yadira	Child Development	CHC
52	Rodriguez, Oscar	Counseling	SBVC
53	Calderon Cruz, Cinthia Ashley	Institutional Advancement	CHC
54	Chavez, Maria R	California Adult Edu	SBVC
55	Garcia, Marbella	Financial Aid	SBVC
56	Lozano, Feliciana	Child Development	SBVC
57	Niz Ramirez, Sofia	Admissions & Records	SBVC
58	Rico, Mayely	Child Development	SBVC
59	Rodriguez, Dana	Child Development	SBVC
60	Velasco, Amber	Facilities Planning, Sustainability	DSO

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Professional Expert, Short-Term, and Substitute Employees

RECOMMENDATION

This item is for information only.

OVERVIEW

Per SBCCD Administrative Procedure 7110, in the case of short-term hourly/substitute and student employees, the Board has delegated the Chancellor or his/her designee as the authorizing agent for hire.

California Education Code section 88003 outlines the criterion for hiring an employee on a temporary basis. The length of temporary employment is less than 75% of the college year, which amounts to 195 working days. Types of temporary employment include:

- › **Professional Expert:** Districts can go outside the classified service when the scope of work is discrete, temporary, and requires expertise not available within the classified service. Requesting departments certify these by defining the project and identifying an end date for the project. Continued employment is contingent on continued demand and/or funding.
- › **Short-Term:** Districts can use short-term employees on a temporary basis to perform a service upon completion of which, the service, or similar services, will not be extended or needed on a continuous basis.
- › **Substitute:** Districts can employ substitute employees to fill in for a classified employee that is temporarily absent from duty, or if the district is recruiting to hire a vacant position.

ANALYSIS

The attached list of Professional Expert, Short-Term, and Substitute Employees is certified to be in accordance with California Education Code section 88003.



SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution

FINANCIAL IMPLICATIONS

The cost of employment for these employees is included in the appropriate 2025-2026 budgets.



Professional Expert, Short-Term & Substitute Employees

Presented for Information on May 14, 2026

[v.4.23.2026.p.1|3]

Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Ketcherside, Kailyn R CHC Athletics	Assistant Coach, Men's Swimming	04/11/26	06/30/26	\$1,400.00
Starkey, Reese v CHC Athletics	Assistant Coach, Women's Swimming	04/19/26	05/02/26	\$1,400.00
Eads, Courtney CHC Athletics	Head Coach, Men's Swimming	04/11/26	06/30/26	\$2,000.00
Hurst, Kayle S CHC Athletics	Head Coach, Women's Swimming	04/19/26	05/02/26	\$2,000.00
Cooke, Briley N CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	03/30/26	06/30/26	\$30.00/ \$45.00/ \$55.00
Esquer, Lucas T CHC Public Safety and Emergency Services	Lab Instructor/Primary Instructor/EMS Specialist	03/30/26	06/30/26	\$30.00/ \$45.00/ \$55.00
Calleros II, Ronald M CHC Respiratory Care	Respiratory Care Clinical	05/01/26	06/30/26	\$57.13
Sandoval, Ashely M CHC Respiratory Care	Respiratory Care Clinical	05/01/26	06/30/26	\$57.13
Quinones Jr, Benjamin DIST Economic Development & Corporate Training	Workforce Development/ PDC Trainer	04/13/26	06/30/26	\$82.22
Menjivar, Leah DIST HR Intern	Human Resources	06/01/26	06/30/26	\$20.00
Santos, Aidan I DIST HR Intern	Human Resources	05/14/26	06/30/26	\$20.00
Castro, Kristy A SBVC Academic Success & Learning Center	Program Assistant	04/08/26	06/30/26	\$49.00
Moore, Damien A SBVC Athletics	Assistant Coach, Football	04/01/26	06/30/26	\$5,000.00
Moore, Damien A SBVC Athletics	Assistant Coach, Football	04/01/26	06/30/26	\$5,000.00
Playter, Kiyle E SBVC Athletics	Assistant Coach, Football	03/16/26	06/30/26	\$5,000.00
Playter, Kiyle E SBVC Athletics	Assistant Coach, Football	03/16/26	06/30/26	\$5,000.00
Charles, Rawlston T SBVC Athletics	Assistant Coach, Men's Basketball	10/20/25	06/30/26	\$700.00
Davis, Devon S SBVC Athletics	Assistant Coach, Men's Basketball	10/20/25	06/30/26	\$700.00
Gallegos, Jayden D SBVC Athletics	Assistant Coach, Men's Basketball	10/20/25	06/30/26	\$700.00



Professional Expert, Short-Term & Substitute Employees

Presented for Information on May 14, 2026

[v.4.23.2026.p.2|3]

Professional Expert

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Ramirez, Michael R SBVC Athletics	Assistant Coach, Men's/Women's Track & Field	08/25/25	06/30/26	\$5,000.00
Doran, Stephanie L SBVC Athletics	Assistant Coach, Women's Soccer	01/20/26	06/30/26	\$5,000.00
Hughes, Noelle G SBVC Athletics	Assistant Coach, Women's Soccer	01/20/26	06/30/26	\$5,000.00
Pastora, Giovanna M SBVC Health Science	Project Liaison	05/15/26	06/30/26	\$75.00
Rodriguez, Jessica SBVC Police Academy/Criminal Justice	PS Facilitator/Evaluator or Police Tactical Officer/RTO	04/02/26	06/30/26	\$45.00/ \$53.00
De Leon, Arviell SBVC Student Accessibility Services	Tutor II	03/23/26	06/30/26	\$18.00
Malietulua, Afeleti A SBVC Student Services/FYE	Program Assistant	04/24/26	06/30/26	\$30.00

Substitute

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Morcos, Chantelle CHC Child Dev Assistant <i>Sick/Vacation</i>	Child Development	04/03/26	06/01/26	\$18.60
Scoubart, Michelle CHC Child Dev Assistant <i>Sick/Vacation</i>	Child Development	04/06/26	06/05/26	\$18.60
Shalboub, Irene CHC Child Dev Teacher <i>Sick/Vacation</i>	Child Development	04/03/26	06/02/26	\$26.27
Bravo Ramos, Emmanuel CHC Custodian <i>Vacancy</i>	Custodial	04/19/26	06/18/26	\$22.69
Quach, Paul CHC Custodian <i>LOA</i>	Custodial	04/06/26	06/05/26	\$22.69
Eborn, Maddison CHC Institutional Advancement <i>Vacant</i>	Development Coordinator	03/11/26	05/10/26	\$33.66
Bracamontes, Yvette SBVC Child Development Center <i>Sick/Vacation</i>	Child Development Assistant	06/05/26	06/30/26	\$18.60
Rivera, Veronica SBVC Child Development Center <i>Sick/Vacation</i>	Child Development Assistant	06/12/26	06/30/26	\$18.60



Professional Expert, Short-Term & Substitute Employees

Presented for Information on May 14, 2026

[v.4.23.2026.p.3|3]

Substitute

Employee Name Location Assignment & Department	Duties	From	To	Hourly Rate
Bracamontes, Yvette SBVC Child Development Center <i>Sick/Vacation</i>	Child Development Teacher	05/02/26	06/30/26	\$26.27
Rivera, Veronica SBVC Child Development Center <i>Sick/Vacation</i>	Child Development Teacher	06/12/26	06/30/26	\$26.27
Bock, Timothy SBVC Custodial <i>Sick/Vacation</i>	Custodian	05/01/26	06/30/26	\$22.69
Johnson, Phillip SBVC Custodial <i>Sick/Vacation</i>	Custodian	03/25/26	05/24/26	\$22.69
Medina, Zondrea SBVC Custodial <i>Sick/Vacation</i>	Custodian	05/01/26	06/30/26	\$22.69
Halsell, Hiedi SBVC EOPS <i>Other</i>	Administrative Assistant II	03/30/26	04/12/26	\$27.61
Soto, Destiny SBVC First Year Experience <i>Vacant</i>	Valley Bound Coordinator	12/01/25	02/01/26	\$34.15
Soto, Destiny SBVC First Year Experience <i>Vacant</i>	Valley Bound Coordinator	02/01/26	04/01/26	\$34.15
Soto, Destiny SBVC First Year Experience <i>Vacant</i>	Valley Bound Coordinator	04/01/26	06/01/26	\$34.15
Barahona, Kevin SBVC Grounds <i>LOA</i>	Groundskeeper	05/01/26	06/30/26	\$23.23

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Steven J. Sutorus, Executive Director, Business & Fiscal Services

DATE: May 14, 2026

SUBJECT: Purchase Order Report

RECOMMENDATION

This item is for information only. No action is necessary.

OVERVIEW

In accordance with SBCCD Board Policy 6100, Delegation of Authority, The Board of Trustees delegates authority to the Chancellor to supervise the general business procedures of the District to assure the proper administration of property and contracts.

Education Code 81656 provides that all transactions entered into by an authorized officer shall be reviewed by the Board every 60 days.

ANALYSIS

Purchase orders issued between the dates of 3/10/2026 – 4/12/2026 are attached, except those approved through other agenda items. All purchase orders have been issued in accordance with the District's policies and procedures by an authorized officer of the District.

SBCCD GOALS

4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The attached purchase orders are included in the appropriate budgets.



Purchase Order Report
May 14, 2026

PO#	Supplier Name	Amount
PO2604067	COMPETITIVE AQUATIC SUPPLY	\$ 2,568.53
PO2604068	GALLAGHER, SANDRA L	\$ 307.76
PO2604069	ASAP PRINTS	\$ 729.98
PO2604070	ASAP PRINTS	\$ 903.71
PO2604071	JAM SPORTSWEAR INC	\$ 430.65
PO2604072	CSUSB PHILANTHROPIC FOUNDATION	\$ 2,500.00
PO2604073	PANERA LLC	\$ 131.28
PO2604074	XPRESS RENT-A-CAR	\$ 299.14
PO2604075	PRIME PROMOS LLC	\$ 4,036.81
PO2604076	KEN'S SPORTING GOODS	\$ 3,126.56
PO2604078	PANERA LLC	\$ 243.81
PO2604080	CRUZ, ARLENE	\$ 15.82
PO2604082	LUTRON SERVICES CO INC	\$ 2,500.00
PO2604084	STAPLES BUSINESS ADVANTAGE	\$ 154.20
PO2604086	NOVEL ELECTRONICS DESIGNS INC	\$ 473.31
PO2604087	SAN BERNARDINO, COUNTY OF	\$ 250.00
PO2604088	HAINSWORTH, GARRETT	\$ 216.94
PO2604089	ANGELONI, AARON	\$ 216.94
PO2604090	WALLBRECHT, SARAH	\$ 216.94
PO2604091	JENSEN, HAYLIE	\$ 262.14
PO2604092	CASTRO, ANGEL	\$ 130.62
PO2604093	ALMAZAN, ALLEN	\$ 216.94
PO2604094	ALVAREZ, ROMAN MARIO	\$ 216.94
PO2604095	RODRIGUEZ, CHRISTOPHER	\$ 216.94
PO2604097	STAPLES BUSINESS ADVANTAGE	\$ 152.53
PO2604098	LEATHAM FAMILY LLC	\$ 187.59
PO2604099	AXON ENTERPRISE INC	\$ 187.05
PO2604100	FLINN SCIENTIFIC INC	\$ 1,363.40
PO2604101	IT'S GREEK TO ME INC	\$ 1,095.90
PO2604102	YUCAIPA, CITY OF	\$ 1,500.00
PO2604103	GRAINGER INC	\$ 206.02
PO2604104	NEWARK CORPORATION	\$ 2,538.23
PO2604105	GENUINE AUTO PARTS	\$ 535.50
PO2604106	IRWIN INTERNATIONAL INC	\$ 2,957.40
PO2604107	REDBIRD FLIGHT SIMULATIONS INC	\$ 504.48
PO2604108	CROWN PROMOTIONS GROUP, INC	\$ 4,819.21
PO2604109	CROWN PROMOTIONS GROUP, INC	\$ 4,637.05
PO2604112	SHERMAN, ZACHARY	\$ 132.33
PO2604114	GRAINGER INC	\$ 1,000.00
PO2604115	KLEIN EDUCATIONAL SYSTEMS INC	\$ 2,575.00
PO2604116	DIAMEDICAL USA EQUIPMENT LLC	\$ 22,436.19
PO2604117	KAI ATHLETIC LLC	\$ 641.63
PO2604118	CSUSB PHILANTHROPIC FOUNDATION	\$ 400.00
PO2604119	4IMPRINT INC	\$ 6,151.53
PO2604120	GOURMET GATHERINGS LLC	\$ 2,297.25

Purchase Order Report
May 14, 2026

PO#	Supplier Name	Amount
PO2604121	STAPLES BUSINESS ADVANTAGE	\$ 115.94
PO2604135	SAN BERNARDINO VALLEY COLLEGE FOUNDATION	\$ 3,054.46
PO2604136	ULINE INC	\$ 3,154.63
PO2604137	CDW LLC	\$ 33,662.41
PO2604138	DELL MARKETING LP	\$ 91,699.08
PO2604139	DELL MARKETING LP	\$ 5,955.18
PO2604140	KEN GRODY FORD	\$ 111,467.93
PO2604141	SAN BERNARDINO CCD	\$ 472.18
PO2604142	AIRCRAFT TOOL SUPPLY COMPANY	\$ 1,442.00
PO2604144	CLANDESTINA LLC	\$ 649.00
PO2604145	XPRESS RENT-A-CAR	\$ 216.58
PO2604146	WESTERN REGIONAL HONORS COUNCIL	\$ 75.00
PO2604148	CDW LLC	\$ 14,750.00
PO2604150	SIDEPATH INC	\$ 2,577.14
PO2604159	STAPLES BUSINESS ADVANTAGE	\$ 72.29
PO2604168	BIO-KEY INTERNATIONAL INC	\$ 42,000.00
PO2604169	SAN BERNARDINO, CITY OF	\$ 2,040.00
PO2604170	HABIT RESTAURANTS LLC, THE	\$ 4,801.31
PO2604171	INLAND EMPIRE COMMUNITY FOUNDATION	\$ 2,000.00
PO2604181	CROWN PROMOTIONS GROUP, INC	\$ 14,632.38
PO2604182	BETTER BONES LLC	\$ 2,927.59
PO2604184	EPIC ADVERTISING	\$ 2,022.75
PO2604185	ESPINOZA MARKET	\$ 3,398.44
PO2604186	KAI ATHLETIC LLC	\$ 125.06
PO2604187	LEPEPAINA, MATAVAO	\$ 276.00
PO2604188	TUPE, ISABEL	\$ 276.00
PO2604189	SAN BERNARDINO CCD	\$ 976.52
PO2604190	VASQUEZ, ROBERT	\$ 1,080.41
PO2604191	TACOS CHICANX LLC	\$ 4,900.00
PO2604192	STAPLES BUSINESS ADVANTAGE	\$ 489.09
PO2604194	BROWN FAMILY BUSINESS LLC	\$ 16,708.89
PO2604195	DESIGN SOURCE USA, INC	\$ 5,460.30
PO2604196	CDW LLC	\$ 786.88
PO2604197	MCGRATH'S CATERING	\$ 2,780.20
PO2604198	DUCK & OWL LLC	\$ 8,156.25
PO2604199	MCLAREN, MERIDYTH	\$ 1,600.00
PO2604200	LOPEZ, MARIA	\$ 144.00
PO2604201	GONZALEZ, PEDRO	\$ 144.00
PO2604202	MICHEL, FILI	\$ 144.00
PO2604203	STAPLES BUSINESS ADVANTAGE	\$ 82.98
PO2604204	STAPLES BUSINESS ADVANTAGE	\$ 1,653.30
PO2604205	CALIFORNIA COMM COLLEGE CHIEF INSTRUCTIONAL OFFICERS	\$ 2,025.00
PO2604207	GOLF CARS OF RIVERSIDE	\$ 3,332.69
PO2604212	CDW LLC	\$ 20,263.33
PO2604213	FISHER SCIENTIFIC COMPANY LLC	\$ 2,337.21

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PO#	Supplier Name	Amount
PO2604214	4IMPRINT INC	\$ 605.47
PO2604215	4IMPRINT INC	\$ 304.34
PO2604216	XPRESS RENT-A-CAR	\$ 540.23
PO2604217	SCN WORLDWIDE LLC	\$ 285.64
PO2604218	CALIFORNIA COMMUNITY COLLEGES CALWORKS ASSOCIATIONS	\$ 2,400.00
PO2604219	4IMPRINT INC	\$ 222.12
PO2604220	AXON ENTERPRISE INC	\$ 192.66
PO2604221	CAROLINA BIOLOGICAL SUPPLY CO	\$ 719.60
PO2604223	SAN BERNARDINO CCD	\$ 1,682.03
PO2604226	STAPLES BUSINESS ADVANTAGE	\$ 4,368.30
PO2604228	4IMPRINT INC	\$ 848.16
PO2604229	4IMPRINT INC	\$ 6,652.97
PO2604230	4IMPRINT INC	\$ 416.98
PO2604231	ULINE INC	\$ 775.83
PO2604232	SOUTHERN CALIFORNIA INTERSEGMENTAL ARTICULATION COUNCIL	\$ 150.00
PO2604233	UC RIVERSIDE FOUNDATION	\$ 1,600.00
PO2604234	DISA GLOBAL SOLUTIONS INC	\$ 299.94
PO2604244	DESIGN SOURCE USA, INC	\$ 665.41
PO2604245	CALIFORNIA ASSOC FOR THE EDUCATION OF YOUNG CHILDREN	\$ 5,071.50
PO2604246	4IMPRINT INC	\$ 6,335.18
PO2604247	4IMPRINT INC	\$ 464.64
PO2604248	CDW LLC	\$ 204,299.13
PO2604249	AYALA, HUGO	\$ 368.00
PO2604250	JOSE'S MEXICAN FOOD INC	\$ 1,606.16
PO2604251	PANERA LLC	\$ 1,737.19
PO2604252	PANERA LLC	\$ 1,523.44
PO2604253	GUISADOS LA MORENITA	\$ 2,827.50
PO2604254	CDW LLC	\$ 774.00
PO2604256	STAPLES BUSINESS ADVANTAGE	\$ 475.29
PO2604257	CROWN PROMOTIONS GROUP, INC	\$ 8,615.58
PO2604259	IE GOURMET FOOD TRUCKS LLC	\$ 2,990.63
PO2604261	CDW LLC	\$ 1,486.91
PO2604262	NOYES BAKERY	\$ 1,000.00
PO2604263	POSITIVE PROMOTIONS INC	\$ 877.12
PO2604264	POSITIVE PROMOTIONS INC	\$ 1,327.63
PO2604265	PANERA LLC	\$ 1,737.19
PO2604266	SAN BERNARDINO CCD	\$ 948.84
PO2604267	HEALTHSTREAM INC	\$ 107.50
PO2604268	STAPLES BUSINESS ADVANTAGE	\$ 2,154.96
PO2604269	BRONSON INVESTMENTS INC	\$ 2,413.98
PO2604270	GENUINE AUTO PARTS	\$ 2,800.00
PO2604271	1 STOP AUTO BODY SUPPLIES INC	\$ 4,851.59
PO2604272	SHARS TOOL COMPANY	\$ 2,232.22
PO2604273	GRAINGER INC	\$ 201.82
PO2604274	ULINE INC	\$ 407.73

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PO#	Supplier Name	Amount
PO2604275	AUTOMATIC TRANSMISSION REBUILDERS ASSOCIATION	\$ 1,067.00
PO2604276	SAN BERNARDINO CCD	\$ 7,112.00
PO2604277	EMPIRE WELDING SUPPLY INC	\$ 787.89
PO2604278	CUMMINS INC	\$ 25,112.33
PO2604279	COMMUNITY PLAYTHINGS	\$ 5,742.00
PO2604280	STAPLES BUSINESS ADVANTAGE	\$ 56.30
PO2604285	DELL MARKETING LP	\$ 906.61
PO2604286	COMMUNITY COLLEGE ASSOCIATION OF MESA DIRECTORS	\$ 745.00
PO2604287	GWEN MARLOWE FOODS & CATERING	\$ 3,200.00
PO2604289	SAN BERNARDINO CCD	\$ 5,902.95
PO2604290	GOBI LIBRARY SOLUTIONS FROM EBSCO	\$ 1,000.00
PO2604291	STAPLES BUSINESS ADVANTAGE	\$ 260.95
PO2604292	STAPLES BUSINESS ADVANTAGE	\$ 129.09
PO2604293	STAPLES BUSINESS ADVANTAGE	\$ 314.82
PO2604316	CDW LLC	\$ 6,569.64
PO2604346	STAPLES BUSINESS ADVANTAGE	\$ 279.26
PO2604347	STAPLES BUSINESS ADVANTAGE	\$ 528.10
PO2604351	STAPLES BUSINESS ADVANTAGE	\$ 193.97
PO2604352	SID TOOL INC	\$ 1,876.12
PO2604353	CDW LLC	\$ 2,034.73
PO2604355	SAN BERNARDINO CCD	\$ 1,742.72
PO2604356	QUANTUM PROMOTIONS LLC	\$ 2,990.19
PO2604357	DICK BLICK HOLDINGS INC	\$ 494.90
PO2604359	ARCEGA, RAZIEL	\$ 2,949.54
PO2604360	SAN BERNARDINO VALLEY COLLEGE FOUNDATION	\$ 3,000.00
PO2604361	SAN BERNARDINO CCD	\$ 983.32
PO2604362	TIME FOR CHANGE FOUNDATION	\$ 2,500.00
PO2604363	SILVERSTONE SYSTEMS LLC	\$ 2,927.85
PO2604364	PROSITE SERVICES	\$ 825.41
PO2604365	CAROLINA BIOLOGICAL SUPPLY CO	\$ 905.30
PO2604366	CROWN PROMOTIONS GROUP, INC	\$ 4,659.88
PO2604367	DELL MARKETING LP	\$ 120,001.55
PO2604368	B&H PHOTO VIDEO	\$ 155.46
PO2604369	HOPPERS OFFICE AND DRAFTING FURNITURE	\$ 2,831.85
PO2604371	CAL POLY POMONA FOUNDATION INC	\$ 331.69
PO2604372	STAPLES BUSINESS ADVANTAGE	\$ 513.79
PO2604382	STAPLES BUSINESS ADVANTAGE	\$ 267.49
PO2604384	ULINE INC	\$ 6,004.10
PO2604385	MCKESSON MEDICAL-SURGICAL GOVERNMENT SOLUTIONS INC	\$ 23,816.25
PO2604386	DELL MARKETING LP	\$ 81,119.35
PO2604387	ALLIED REFRIGERATION INC	\$ 11,553.25
PO2604388	RALLY FACTORY	\$ 5,105.00
PO2604389	PRIMAL RESPONSE TRAINING GROUP	\$ 750.00
PO2604390	MOTOROLA SOLUTIONS INC	\$ 1,138.65
PO2604391	PANERA LLC	\$ 148.13

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PO#	Supplier Name	Amount
PO2604392	NATIONAL COLLEGIATE HONORS COUNCIL	\$ 650.00
PO2604393	AQUA-SERV ENGINEERS INC	\$ 19,634.55
PO2604395	SNAP-ON INDUSTRIAL	\$ 782.41
PO2604396	GRAINGER INC	\$ 1,379.87
PO2604397	RIVERSIDE ART MUSEUM	\$ 237.50
PO2604398	BLACKHAWK NETWORK INC	\$ 25,000.00
PO2604399	PRIME PROMOS LLC	\$ 7,106.90
PO2604401	STAPLES BUSINESS ADVANTAGE	\$ 252.85
PO2604402	FAMILY DRY CLEANERS INC	\$ 2,500.00
PO2604403	4IMPRINT INC	\$ 1,743.10
PO2604404	POCKET NURSE ENTERPRISES INC	\$ 401.17
PO2604405	CDW LLC	\$ 1,845.11
PO2604406	DELL MARKETING LP	\$ 9,291.62
PO2604407	STAPLES BUSINESS ADVANTAGE	\$ 629.25
PO2604408	STAPLES BUSINESS ADVANTAGE	\$ 966.96
PO2604409	ORGANIZATION FOR ASSOCIATE DEGREE NURSING INC	\$ 595.00
PO2604410	STAPLES BUSINESS ADVANTAGE	\$ 76.55
PO2604411	STAPLES BUSINESS ADVANTAGE	\$ 55.20
PO2604412	4IMPRINT INC	\$ 176.70
PO2604413	THAI, KATELYN CATLINH	\$ 368.00
PO2604414	DIAMEDICAL USA EQUIPMENT LLC	\$ 5,301.56
PO2604416	MCKESSON MEDICAL-SURGICAL GOVERNMENT SOLUTIONS INC	\$ 58,787.51
PO2604417	POCKET NURSE ENTERPRISES INC	\$ 1,615.14
PO2604418	POCKET NURSE ENTERPRISES INC	\$ 2,232.99
PO2604419	POCKET NURSE ENTERPRISES INC	\$ 3,506.86
PO2604420	INNOVATIVE SIGNS & DESIGNS	\$ 1,996.58
PO2604421	INNOVATIVE SIGNS & DESIGNS	\$ 2,953.81
PO2604422	INNOVATIVE SIGNS & DESIGNS	\$ 937.95
PO2604423	VASQUEZ COMPANY INC, THE	\$ 983.79
PO2604424	STAPLES BUSINESS ADVANTAGE	\$ 307.19
PO2604425	STAPLES BUSINESS ADVANTAGE	\$ 127.31
PO2604444	STAPLES BUSINESS ADVANTAGE	\$ 843.43
PO2604471	ATKINSON ANDELSON LOYA RUUD & ROMO	\$ 2,300.00
PO2604472	LE, SHEENA THANH	\$ 368.00
PO2604476	SUMMERLAND BAGS, LLC	\$ 6,709.56
PO2604479	THECHAMOYBAR	\$ 2,600.00
PO2604480	DELEON, CHRISTOPHER ALFRED	\$ 9,719.53
PO2604481	SAN BERNARDINO CCD	\$ 778.71
PO2604482	AXON ENTERPRISE INC	\$ 1,566.00
PO2604483	CPR1 LLC	\$ 2,765.73
PO2604484	TSI INCORPORATED	\$ 3,643.13
PO2604485	DICKEYS BARBECUE PIT	\$ 459.02
PO2604486	ORTIZ, ALONSO	\$ 850.00
PO2604488	STAPLES BUSINESS ADVANTAGE	\$ 452.89
PO2604491	STAPLES BUSINESS ADVANTAGE	\$ 774.56

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PO#	Supplier Name	Amount
PO2604495	HONORS TRANSFER COUNCIL OF CA, THE	\$ 1,110.00
PO2604497	STAPLES BUSINESS ADVANTAGE	\$ 986.82
PO2604499	STAPLES BUSINESS ADVANTAGE	\$ 118.60
PO2604500	SAN BERNARDINO CCD	\$ 714.16
PO2604501	DISH FACTORY INC, THE	\$ 7,508.00
PO2604506	MAINSTREET COMMUNICATION INC	\$ 894.29
PO2604507	SAN BERNARDINO CCD	\$ 7,047.00
PO2604508	SAN BERNARDINO CCD	\$ 334.89
PO2604510	DICKEYS BARBECUE PIT	\$ 459.02
PO2604511	DICKEYS BARBECUE PIT	\$ 459.02
PO2604512	JUANITOS TACOS	\$ 2,327.40
PO2604513	PANERA LLC	\$ 320.99
PO2604514	HARDY DIAGNOSTICS	\$ 299.88
PO2604515	FISHER SCIENTIFIC COMPANY LLC	\$ 3,304.17
PO2604516	ISLAND ADVERTISING INC	\$ 1,889.46
PO2604517	DUCK & OWL LLC	\$ 897.19
PO2604518	SAN BERNARDINO CCD	\$ 2,022.69
PO2604520	STAPLES BUSINESS ADVANTAGE	\$ 348.96
PO2604521	QUANTUM PROMOTIONS LLC	\$ 21,250.84
PO2604523	MAINSTREET COMMUNICATION INC	\$ 911.25
PO2604524	LMS LABORATORY MICROSCOPE SPECIALIST	\$ 910.00
PO2604525	VWR INTERNATIONAL LLC	\$ 180.56
PO2604528	DICK BLICK HOLDINGS INC	\$ 630.95
PO2604530	POCKET NURSE ENTERPRISES INC	\$ 34,919.63
PO2604531	POCKET NURSE ENTERPRISES INC	\$ 7,689.60
PO2604532	POCKET NURSE ENTERPRISES INC	\$ 8,212.88
PO2604533	DELL MARKETING LP	\$ 2,680.58
PO2604534	BLACKHAWK NETWORK INC	\$ 629.32
PO2604535	CALDERON, RUBY RAE	\$ 368.00
PO2604536	CDW LLC	\$ 35,370.00
PO2604537	FISHER SCIENTIFIC COMPANY LLC	\$ 41,470.92
PO2604538	NATIONAL INSTRUMENTS CORP	\$ 9,000.00
PO2604541	POCKET NURSE ENTERPRISES INC	\$ 2,583.13
PO2604542	ALL-STAR ENGRAVING	\$ 717.75
PO2604543	B&H PHOTO VIDEO	\$ 3,863.94
PO2604544	HALLPASS CAPITAL INC	\$ 4,132.28
PO2604545	STAPLES BUSINESS ADVANTAGE	\$ 110.40
PO2604546	STAPLES BUSINESS ADVANTAGE	\$ 98.40
PO2604547	GUISADOS LA MORENITA	\$ 3,262.50
PO2604548	ELECTRIC SERVICE & SUPPLY CO OF PASADENA	\$ 5,400.00
PO2604549	PAPAS EL GUERO	\$ 1,386.56
PO2604553	PANERA LLC	\$ 91.86
PO2604554	GWEN MARLOWE FOODS & CATERING	\$ 3,393.00
PO2604555	SAN BERNARDINO CCD	\$ 271.00
PO2604557	NATIONAL ASSOC FOR COMM COLLEGE ENTREPRENEURSHIP INC	\$ 1,200.00

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PO#	Supplier Name	Amount
PO2604558	NEIL ENTERPRISES	\$ 363.97
PO2604559	ESPINOZA MARKET	\$ 2,642.63
PO2604560	KURZWEIL EDUCATION INC	\$ 3,500.00
PO2604561	KURZWEIL EDUCATION INC	\$ 3,500.00
PO2604562	HISPANIC COALITION OF SMALL BUSINESSES	\$ 1,000.00
PO2604563	RICH, JACK	\$ 850.00
PO2604571	STAPLES BUSINESS ADVANTAGE	\$ 402.72
PO2604572	STAPLES BUSINESS ADVANTAGE	\$ 937.38
PO2604573	STAPLES BUSINESS ADVANTAGE	\$ 1,489.78
PO2604574	STAPLES BUSINESS ADVANTAGE	\$ 1,400.40
PO2604580	STAPLES BUSINESS ADVANTAGE	\$ 674.29
PO2604581	STAPLES BUSINESS ADVANTAGE	\$ 906.29
PO2604591	STAPLES BUSINESS ADVANTAGE	\$ 403.16
PO2604592	CONTINENTAL ATHLETIC SUPPLY INC	\$ 5,968.63
PO2604593	SAN BERNARDINO CCD	\$ 75.25
PO2604594	CRUZ, ARLENE	\$ 19.43
PO2604595	VERSA PRODUCTS INC	\$ 341.58
PO2604596	ASB SPORTS	\$ 1,745.55
PO2604597	SYNERGY SPORTS TECHNOLOGY LLC	\$ 900.00
PO2604598	PERFORMANCE HEALTH SUPPLY INC	\$ 553.42
PO2604599	BLUE RIBBON INK & THREAD INC	\$ 351.81
PO2604600	BLUE RIBBON INK & THREAD INC	\$ 846.47
PO2604601	BLUE RIBBON INK & THREAD INC	\$ 1,269.70
PO2604602	BLUE RIBBON INK & THREAD INC	\$ 304.50
PO2604604	DEE'S CHOCOLATE COVERED TREATS LLC	\$ 488.00
PO2604606	SAN BERNARDINO CCD	\$ 4,468.75
PO2604607	VASQUEZ, ROBERT	\$ 4,423.25
PO2604608	STAPLES BUSINESS ADVANTAGE	\$ 81.20
PO2604609	SAN BERNARDINO CCD	\$ 662.50
PO2604610	SAN BERNARDINO CCD	\$ 336.25
PO2604614	MEDALCRAFT MINT INC, THE	\$ 3,874.85
PO2604615	STAPLES BUSINESS ADVANTAGE	\$ 225.37
PO2604616	BLACKHAWK NETWORK INC	\$ 11,915.18
PO2604617	STAPLES BUSINESS ADVANTAGE	\$ 265.47
PO2604618	SAN BERNARDINO CCD	\$ 1,641.25
PO2604620	SAN BERNARDINO CCD	\$ 331.69
PO2604621	SAN BERNARDINO CCD	\$ 2,655.34
PO2604626	ASHLEY CATERING	\$ 2,476.24
PO2604627	STAPLES BUSINESS ADVANTAGE	\$ 92.30
PO2604628	STAPLES BUSINESS ADVANTAGE	\$ 164.30
PO2604629	STAPLES BUSINESS ADVANTAGE	\$ 350.16
PO2604630	PRIME PROMOS LLC	\$ 9,744.64
PO2604631	FOLLETT CORPORATION	\$ 2,117.36
PO2604633	BLACKHAWK NETWORK INC	\$ 43,387.50
PO2604634	GOLF CARS OF RIVERSIDE	\$ 11,494.88

Purchase Order Report
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PO#	Supplier Name	Amount
PO2604635	ULINE INC	\$ 7,862.70
PO2604636	SAN BERNARDINO CCD	\$ 1,032.26
PO2604637	ULINE INC	\$ 665.33
PO2604638	GRAINGER INC	\$ 410.38
PO2604639	ULINE INC	\$ 747.21
PO2604640	MCMASTER-CARR SUPPLY CO	\$ 199.79
PO2604642	AVI-SPL LLC	\$ 43,701.51
PO2604643	VIZUAL SYMPHONY INC	\$ 9,580.43
PO2604644	ADORAMA INC	\$ 178.51
PO2604645	HARDY DIAGNOSTICS	\$ 934.15
PO2604646	LA VERNE POWER EQUIPMENT INC	\$ 2,718.71
PO2604647	INTEGRA BIOSCIENCES CORPORATION	\$ 2,971.00
PO2604648	CAROLINA BIOLOGICAL SUPPLY CO	\$ 220.01
PO2604649	IE GOURMET FOOD TRUCKS LLC	\$ 3,765.90
PO2604650	POCKET NURSE ENTERPRISES INC	\$ 2,727.00
PO2604652	CHERRY VALLEY NURSERY AND LANDSCAPE SUPPLY	\$ 200.00
PO2604653	VIVA LA BOBA LLC	\$ 1,549.69
PO2604654	DOING GOOD WORKS	\$ 2,395.04
PO2604655	4IMPRINT INC	\$ 3,572.93
PO2604657	SAN BERNARDINO CCD	\$ 934.16
PO2604658	SAN BERNARDINO CCD	\$ 301.98
PO2604659	MOTION PICTURE FILMSTOCK INC	\$ 269.70
PO2604660	CONTINENTAL ATHLETIC SUPPLY INC	\$ 1,957.73
PO2604661	POCKET NURSE ENTERPRISES INC	\$ 24,550.31
PO2604662	AMERICAN RED CROSS	\$ 9,708.22
PO2604663	GOLF CARS OF RIVERSIDE	\$ 11,481.75
PO2604665	SAN BERNARDINO CCD	\$ 1,233.43
PO2604666	PANERA LLC	\$ 157.92
PO2604667	COAST COMMUNITY COLLEGE DISTRICT	\$ 300.00
PO2604668	PALOMAR COMMUNITY COLLEGE DISTRICT	\$ 1,400.00
PO2604669	INLAND EMPIRE HEALTHCARE EDUCATION CONSORTIUM	\$ 150.00
PO2604670	ASB SPORTS	\$ 8,279.28
PO2604672	EVIDENT SCIENTIFIC MIS INC	\$ 16,787.46
PO2604673	4IMPRINT INC	\$ 1,164.06
PO2604674	ASB SPORTS	\$ 116.74
PO2604675	SAN BERNARDINO CCD	\$ 353.44
PO2604676	GENUINE AUTO PARTS	\$ 4,028.00
PO2604677	AARDVARK CLAY & SUPPLIES INC	\$ 715.58
PO2604678	STAPLES BUSINESS ADVANTAGE	\$ 122.45
PO2604679	DICK BLICK HOLDINGS INC	\$ 156.96
PO2604680	STAPLES BUSINESS ADVANTAGE	\$ 685.10
PO2604681	4IMPRINT INC	\$ 540.84
PO2604682	I-CAR	\$ 1,927.00
PO2604683	I-CAR	\$ 1,238.00
PO2604684	ELECTRONIX EXPRESS	\$ 723.13

Purchase Order Report
May 14, 2026

PO#	Supplier Name	Amount
PO2604685	SWEETWATER SOUND HOLDINGS LLC	\$ 4,284.75
PO2604686	CDW LLC	\$ 3,263.98
PO2604687	SAN BERNARDINO CCD	\$ 4,980.75
PO2604688	TAMALE FACTORY, THE	\$ 595.00
PO2604690	HUNT, SYNTOIA K	\$ 7.10
PO2604691	ORANGE COUNTY SHERIFF DEPT	\$ 175.00
PO2604692	RP GROUP, THE	\$ 610.00
PO2604693	4ALLPROMOS	\$ 1,800.02
PO2604694	CDW LLC	\$ 995.74
PO2604696	TSI INCORPORATED	\$ 1,696.50
PO2604697	TROPHY HOUSE	\$ 391.50
PO2604699	GUISADOS LA MORENITA	\$ 2,004.21
PO2604700	SAN BERNARDINO CCD	\$ 1,365.02
PO2604701	STAPLES BUSINESS ADVANTAGE	\$ 210.92
PO2604702	STAPLES BUSINESS ADVANTAGE	\$ 1,033.88
PO2604703	STAPLES BUSINESS ADVANTAGE	\$ 886.10
PO2604704	STAPLES BUSINESS ADVANTAGE	\$ 159.37

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services, and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Resignations

RECOMMENDATION

This item is for information only. No action necessary.

OVERVIEW

In accordance with Board Policies 2430 and 7350 the Chancellor or designee is authorized by the Board of Trustees to accept the resignation of any employee.

ANALYSIS

The employee on the attached list tendered their resignation to the District.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.





Resignations

Presented for Information May 14, 2026

[v.4.23.2026.p.2|2]

Employee Name	Location Assignment & Department	Years of Service	Last Date of Employment
Zazueta, Sergio Director, Facilities, Maintenance & Operations	SBVC Administrative Services	2	05/04/26

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Dr. Diana Z. Rodriguez, Chancellor

PREPARED BY: Dr. Kevin Horan, President, CHC
Dr. Gilbert Contreras, President, SBVC
Kristina Hannon, Vice Chancellor, Human Resources, Payroll, Police Services,
and Health and Safety Administration

DATE: May 14, 2026

SUBJECT: Volunteers

RECOMMENDATION

This item is for information only. No action necessary.

OVERVIEW

Assignments performed by volunteers will not take away responsibilities or duties of regular academic or classified employees.

ANALYSIS

The individuals on the attached list have volunteered their services and acknowledge that they will not receive payment of any kind for services performed.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success

FINANCIAL IMPLICATIONS

There are no financial implications associated with this board item.





Volunteers

Presented for Information May 14, 2026

[v.4.22.2026.p.2]2]

	Location Assignment	Department	From	To
Martin, Matthew*	SBVC	Student Accessibility Services	04/15/26	06/30/26
Rouse, Brendan*	SBVC	Library	05/11/26	08/07/26
Taylor, Christopher	SBVC	Men's Basketball	05/15/26	06/30/26
Yutuc, Sharon Munda	SBVC	Library	08/24/26	12/18/26

*Ratification: Paperwork for these volunteers was submitted after the prior Board deadlines



May 2026



BOARD OF TRUSTEES REPORT

Crafton Hills College Launches “Roadrunner Roll Call” Alumni Campaign

Crafton Hills College announced the launch of its new alumni engagement campaign, Roadrunner Roll Call, which will run from April 1-30, 2026. This initiative is designed to reconnect with past students and strengthen alumni engagement by encouraging Roadrunners everywhere to be counted and celebrated.



At the heart of the campaign is a spirited, campus-wide competition in which five teams – made up of faculty, staff, students, alumni, and Foundation representatives – will compete throughout April to locate and reconnect with as many Crafton alumni as possible. Each alumni submission will help teams climb the leaderboard, building excitement and fostering a sense of shared purpose across the campus community.

“We are thrilled to launch Roadrunner Roll Call, a campaign designed to

celebrate and reconnect with our alumni,” said Carrie Audet, alumni coordinator at Crafton Hills College. “We know our graduates go on to do incredible things, and this is a fantastic opportunity to celebrate their journeys, bring them back into the Crafton community, and remind them that they will always be part of the Roadrunner family.”

Alumni are invited to participate by visiting the Roadrunner Roll Call landing page and submitting their information to be officially “found.”

Whether they attended for a semester, completed a certificate, or earned a degree, every Roadrunner’s story matters, and this campaign provides a platform for their accomplishments to be recognized.

Beyond the friendly competition, Roadrunner Roll Call aims to build a stronger alumni network that can support mentorship opportunities, student success initiatives, and future college programs.

Photo: Roadrunner Roll Call Kickoff

CHC Foundation Vice President Wynona Duvall Honored as 2026 Woman of the Year



Wynona Duvall, First Vice President of the Crafton Hills College Foundation, has been named the 2026 Woman of

the Year for the 19th Senate District by Rosilicie Ochoa Bogh—a recognition that reflects both her professional excellence and her deep commitment to community.

Since joining the Foundation’s Board of Directors in 2021, Wynona has played a vital role in advancing opportunities for CHC students. Her leadership and generosity of spirit mirror the values that define Crafton. For Wynona, that impact is deeply personal. “Giving

back to this community has been one of the most rewarding chapters of my life,” she shared. “I’m honored to stand alongside so many who are committed to making a difference.”

At Crafton, we are proud to celebrate Wynona Duvall—her leadership, her service, and her unwavering belief in the power of community.

Photo: Wynona Duvall

CHC Basic Needs Center Hosts THRIVE Fest Wellness & Resource Fair



Crafton Hills College’s Basic Needs Center hosted THRIVE Fest, a Wellness & Resource Fair held in the CHC Main Quad. The event brought together 28 campus and community partners to connect students with holistic support spanning mental and physical wellness, financial well-being, food and housing justice, and parenting resources.

Students explored resource booths, unwound with therapy cats and dogs provided through Paws-To-Share, and enjoyed oversized lawn games and chalk art. A medical mobile unit on-site offered ultrasounds and pregnancy testing, while San Bernardino County agencies connected students to medical, food, dental, and parenting services. Riverside San Bernardino

County Indian Health Inc. provided education on overdose recognition and Narcan administration.

The event also featured a free meal and a live DJ. CHC’s Outreach Coordinator, Jamie Sierra, led four golf-cart tours of CHC’s Campus Garden, with garden caretaker Marc Hanson offering students an informative look at what grows there. Community Action Partnership donated 50 hygiene product bags and 50 snack bags to support attendees.

500 meals were served, 200 Farm Fresh To You fruit and vegetable boxes were distributed, and four students walked away with raffle prizes including wellness and fitness items. Vendor feedback was enthusiastic, with attendees describing the event as very well organized with a layout and setup that worked beautifully.

Photo: THRIVE Fest

Where Chemistry Clicks: Inside Professor Kim Salt’s student-centered classroom



For many students, chemistry comes with a reputation. It can feel overwhelming, intimidating, and out of reach before the semester even begins. For Kim Salt, Professor of Chemistry at Crafton Hills College, helping students move past that fear is at the heart of her work. “I try to make

chemistry approachable,” Salt says. “That means breaking complex ideas into manageable pieces and connecting them to everyday experiences.” Salt currently teaches first and second semester general chemistry, CHEM 150 and CHEM 151, and has also taught introductory chemistry, CHEM 101. Her teaching philosophy centers on problem-solving, persistence, and curiosity rather than memorization.

She wants to create an atmosphere in the classroom that supports students while they develop their ability to solve problems related to difficult subject matter. In addition to providing students with knowledge of chemistry, she would like them to leave her classes with a belief in their abilities and a commitment to logical thinking.

“I want students to have confidence,” she stated. “I want them to believe that they can face difficult challenges and

will be able to solve problems using logic. These are skills that will remain with them regardless of whether or not they continue studying chemistry.”

In the years that Salt has been teaching, she has witnessed firsthand how developing this type of confidence in her students can lead to a positive change in a student’s academic career.

“The most rewarding feeling is seeing the realization occur with a student who believed they were not a science person to recognize that they are able to complete chemistry,” she said. “I have had students begin a class believing they were unable to do the material and finish the class with a sense of confidence and ability to accomplish. Witnessing the transformation of a student is an incredible experience.”

Photo: Kim Salt with a student

An Evening of Magic: Celebrating the Impact of President’s Circle Giving



On the evening of April 2, Crafton Hills College hosted a private event to thank its President’s Circle members for their continued support of students. Guests gathered for dinner followed by a performance from illusionist Danny Ray, whose mix of sleight of hand, storytelling, and audience participation created an engaging and memorable experience. Throughout

the evening, guests were surprised and impressed by how seamlessly each illusion came together, bringing moments of laughter and connection to the room.

More than entertainment, the performance reflected the purpose of the evening. Themes of possibility and perspective reinforced the impact of giving and the important role President’s Circle members play in supporting student success.

President’s Circle donors are essential to changing lives at Crafton. Their generosity helps remove financial barriers, expand opportunities, and

support students as they work toward their educational and career goals.

Kevin Horan shared his appreciation, noting, “Your support creates opportunities our students might not otherwise have. Tonight is a small way for us to say thank you for the difference you make every day.”

The event provided an opportunity for donors to connect, reflect, and be recognized. It was a meaningful way to express gratitude for the President’s Circle.

Photo: President’s Circle

Crafton Hills College Hosts Workshops on Credit for Prior Learning Initiative



CHC Dean of Career and Human Development Dan Word coordinated two campus workshops to introduce and explore the implementation of Credit for Prior Learning (CPL), a statewide initiative transforming how colleges recognize and award academic credit.

allows students to earn credit for knowledge gained outside the traditional classroom—through work experience, military service, apprenticeships, and independent learning—under California Title V guidelines. Designed to support working adults and veterans, CPL helps remove common barriers such as cost and time to completion. By colleges recognizing knowledge gained outside schools, many students can shorten their time to degree—often by up to a year—while reducing educational expenses and accelerating their path to career advancement.

driven, standards-based process in which instructors evaluate whether a student’s prior learning aligns with established course outcomes. This process ensures academic integrity while expanding access and opportunity.

The workshops highlighted CPL’s broader impact and rapid expansion. Now implemented across all 116 California community colleges, CPL is a key component of the state’s Vision 2030 goals, with targets to serve hundreds of thousands of students and significantly increase credit awards.

The workshops outlined how CPL

CPL is not automatic. It is a faculty-

Photo: CPL Workshop

Female Flyers Take Flight at A.K. Smiley Library



In celebration of Women’s History Month, Sabrina Jimenez, Professor of History at Crafton Hills College, delivered an engaging lecture at A.K. Smiley Public Library on Female Flyers:

Early 20th Century Pilots.

The presentation highlighted the trailblazing women who helped shape aviation—from early pioneers like Bessie Coleman and Amelia Earhart to the courageous Women Airforce Service Pilots (WASPs) of World War II.

Jimenez shared powerful stories of determination and resilience, detailing how these women overcame barriers

of gender and race to serve their country—often without recognition. From ferrying aircraft across the United States to flying dangerous training missions, the WASPs played a critical role in the war effort while paving the way for future generations.

The lecture offered a compelling reminder of the often-overlooked contributions of women in aviation.

Photo: Sabrina Jimenez

243 EOPS Scholars Honored at Spring 2026 Luncheon



The Scholars Luncheon was a celebratory event recognizing the outstanding academic achievements of our (EOPS, CARE, NextUp, CalWORKs and DREAMer) students. A total of 243 scholars were invited to attend, along with their family members and friends, creating a vibrant and supportive atmosphere to honor their success.

Students were recognized based on their academic performance during the Fall 2025 semester, with eligibility requiring a minimum GPA of 3.0 or higher. This criterion ensured that the event highlighted students who demonstrated strong commitment, discipline, and excellence in their studies.

Each honored scholar received a

Certificate of Achievement along with an Academic Success Kit, which included a tumbler, a rechargeable portfolio, and a USB drive to support their continued academic journey.

The Scholars Luncheon was first introduced in Spring 2025, and due to its success and impact, it is now planned as an annual spring semester event.

Scholars were encouraged to celebrate this milestone with their loved ones, and notably, there was no limit on the number of guests they could invite, allowing for an inclusive and meaningful experience for all attendees.

Photo: EOPS Scholars Luncheon

543 Lives Saved: Crafton Hills Community Honored for Blood Donation Impact



For many years LifeStream has made Crafton Hills College a regular stop

— visiting campus twice a month, welcoming students, faculty, and staff who roll up their sleeves in the spirit of giving. Donating blood is a direct way that our campus community can show that they care.

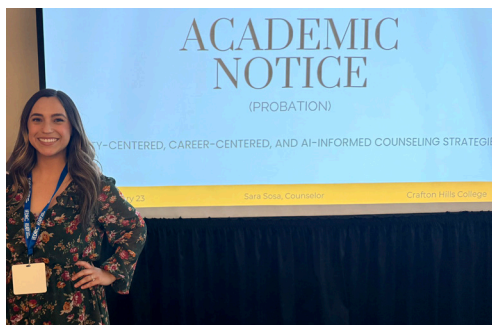
In 2025, that collective care added up to something remarkable. The Crafton Hills community donated 181 pints of blood and behind that number are 543 lives saved. LifeStream honored this achievement with a special award

to the college.

CHC is deeply honored to be recognized by LifeStream for this milestone, and even more honored to work alongside an organization that has made lifesaving care its mission. Thank you to every donor who showed up and supported our blood drives, and to LifeStream for making this achievement possible.

Photo: LifeStream Award

CHC Counselor Sara Sosa Presents at 2026 Inland Empire/Desert Regional Counselor Conclave



CHC Counselor and Academic Notice lead Sara Sosa was recently invited to present at the 2026 Inland Empire/

Desert Regional Counselor Conclave. The annual event brings together counseling professionals from K–12 schools, community colleges, and universities across the region to share best practices that support student success and academic persistence.

Sara presented the session “Reframing Academic Notice (Probation): Equity-Centered, Career-Connected, and AI-Informed Counseling Strategies”. The interactive session explored how institutions can reframe academic

probation as an opportunity for student growth rather than a punitive label.

The presentation highlighted how CHC has redesigned its approach to supporting students experiencing academic challenges by implementing proactive outreach, technology-enabled engagement, and strengths-based counseling strategies.

Photo: Sara Sosa



May 2026

KVCR And The Community

3rd Annual PBS Kids Camp

KVCR hosted its 3rd Annual PBS KIDS Camp on Saturday, March 7, from 9:00 a.m. to noon. The free community event welcomed children of all ages, with programming primarily designed for youth ages 4–10. Attendees enjoyed a variety of activities and interactive booths, including face painting, reptile encounters, chalk drawing, and complimentary ice cream, hot dogs, and juice. Families also received free food and toy giveaways for children. The event drew approximately 500 attendees, supported by 100 volunteers and eight community partners, making it a well-attended and successful community engagement event.

IE Print & Zine Fest

KVCR hosted the IE Print & Zine Fest on March 14, 2026, a free annual event celebrating prints, zines, DIY culture, and independent publishing. The festival featured a marketplace of over 100 artists, zinesters, and printmakers from across Southern California, highlighting the Inland Empire’s creative community. Approximately 800 people attended.

4th Annual Complimentary Financial & Estate Planning Seminar

KVCR hosted its fourth Complimentary Financial & Estate Planning Seminar on March 20, continuing its commitment to community education and long-term financial well-being. The seminar provided attendees with practical guidance from local financial and estate planning professionals, helping individuals and families make informed decisions about their futures. Through initiatives like this, KVCR promotes financial literacy and expands access to trusted resources across the diverse communities it serves. About 80 people attended the event.

Your KVCR Newsroom

KVCR 91.9 FM Covering the Important Topics for our Region

A KVCR reporter covered the outcome of a special election, in which Ontario voters appear to have rejected two union-backed measures aimed at increasing wages for hotel workers and imposing additional development restrictions. Measures V and W were supported by Unite Here Local 11, which represents employees across several major hospitality and venue employers in Ontario, including Ontario International Airport, the Convention Center, DoubleTree Hotel, and Toyota Arena.

KVCR had a unique opportunity to participate in the inaugural media day for the Ontario Tower Buzzers as they prepare for their season opener. Players shared their perspectives on what it means to be part of a historic franchise.

A reporter from KVCR reported that a massive fire destroyed a large warehouse facility in Ontario. According to the city’s fire and police departments, a suspect was arrested on suspicion of arson in connection with the blaze. The fire broke out around 12:30 a.m. at a 1.2 million-square-foot distribution center operated by Kimberly-Clark, a company known for producing products such as diapers and Kleenex paper towels.

A report from KVCR says that bald eagle pair Jackie and Shadow, well-known residents of Big Bear Lake welcomed two new chicks over Easter weekend.





KVCR Financial Statement

**Estimated Revenues & Expenditures
For 9 Months Ended 03/31/2026**

Revenues

Contributions and Grants	548,048
Contracted Services	1,474,109
Underwriting	193,986
Rentals and Leases	461,769
Estimated Revenues*	1,429,000
Interest Revenue	16,495
Interfund Transfers In--SBCCD	680,000
Transfers In--PARS Endowment	1,450,000
Total Revenues	6,253,407

Expenditures

Classified Salaries	1,868,094
Employee Benefits	901,865
Books and Supplies	37,196
Services and Operating Expenditures	3,706,159
Capital Outlay	10,258
Total Expenditures	6,523,572

Revenues Less Expenditures (270,165)

**Estimated per YTD activity analysis.*



PRESIDENT'S BOARD OF TRUSTEES REPORT

The President's Monthly Report to the Board of Trustees, Campus, and Community

SBVC Centennial Journey Gala Celebrates 100 Years of SBVC



San Bernardino Valley College raised more than \$1 million to support students during its Centennial Journey gala on March 27. "The tremendous success of SBVC's Centennial Gala reflects the deep pride our community has in this college and its students," said San Bernardino Valley College Foundation Executive Director Mike Layne.

The gala also paid tribute to Route 66 and its 100th anniversary. A walkway of classic cars greeted guests, and a centerpiece of the Roaring '20s cocktail party in the Applied Technology Building was a 1926 Buick Opera Coupe, which was restored by SBVC automotive students and faculty. The rest of the evening was spent in the gym, where the event began with remarks from Gala Co-Chairs Gloria Macias Harrison & Dr. Yolanda Moses, SBCCD Board Chair Dr. Nathan Gonzales, SBCCD Chancellor Dr. Diana Z. Rodriguez, and SBVC President Dr. Gilbert J. Contreras. State Assemblymember James Ramos and his family performed Native American bird songs and attendees enjoyed live music, dinner, silent, live auctions, and concluded with a curated show entitled "Centennial Journey."

"When San Bernardino Valley College opened its doors in 1926, the founders believed in something powerful: education should be accessible, learning should be affordable, and opportunity should belong to everybody," said SBVC President Dr. Gilbert J. Contreras. "For a century, these beliefs have shaped our region."

SBVC Celebrates 100th Birthday During Valley College Day



San Bernardino Valley College students, faculty, and staff shared cake & camaraderie on Valley College Day March 26, the anniversary of the college's founding.

SBVC leadership donned special aprons and cut a giant cake then led the crowd in singing "Happy Birthday" to the college. Attendees also gathered to take a commemorative "100" group photo on the lawn and were invited to share their SBVC story on social media.

"You are part of a very precious legacy and history. You are writing our history," SBVC President Gilbert J. Contreras said. "And as we enter our second century, we count on you to be pioneers, to lead in new ways that help advance our community."

The City of San Bernardino proclaimed March 26, 2026, as "Valley College Day," and Mayor Helen Tran welcomed SBVC's Executive Team to City Hall for a recognition of the college's century-long commitment to community, education, and opportunity.

SBVC Breaks Ground on Aeronautics, Health Sciences Buildings



Aeronautics and health sciences students were on hand to watch as district and college leaders broke ground March 31 on two buildings that will educate future professionals in those industries.

The 25,000-square-foot aeronautics building will have an aircraft hangar, sheet metal shop, composites lab, and testing and inspection classrooms. The 40,000-square-foot health sciences building will boast real-world clinical settings for nursing, pharmacology, psychiatric technician, and allied health students. The two-story buildings are slated to be finished in Fall 2028.

"The Inland Empire needs nurses, it needs pilots, mechanics, aviation technicians, and air traffic controllers. It needs allied health professionals," said San Bernardino Valley College President Dr. Gilbert J. Contreras. "These are not just career pathways for our students, they're lifelines for our community."

Each attendee received a special commemorative pin with airman's wings or a medical staff twined with serpents. After the ceremony, there were tours of the former Applied Technology Building and interactive exhibits from the programs, including flight simulators.

AbilityCon Showcases Accessibility at SBVC

San Bernardino Valley College's Student Accessibility Services (SAS) highlighted disability advocacy, accessibility, and inclusion at their AbilityCon event held on March 25. Students and community members learned more about SAS, connected with resources, and explored college opportunities while enjoying music and food.

"One of the strongest highlights of AbilityCon was the visibility it brought to accessibility and student support on campus," said SAS Student Services Coordinator Michelle Crocfer.

"It encouraged meaningful conversations about disability, available services, and the importance of building a campus culture where students feel seen, respected, and supported."

In Spring 2026, SAS is serving a little over 700 students. Numbers fluctuate semester to semester with students sometimes numbering up to one thousand.

Freedom Writer Shares Story at Women's Event

Sonia Rezkalah, one of the original Freedom Writers, visited San Bernardino Valley College March 23, sharing her story as part of an International Women's Month celebration coordinated by the SBCCD Human Resources Department.

The daughter of Nicaraguan immigrants, Rezkalah attended Woodrow Wilson High School in Long Beach, where she was one of Erin Gruwell's at-risk ESL students.

Gruwell connected with her students before teaching them, and eventually "we weren't just learning — it would feel like we were home," Rezkalah told an audience in the SBVC Auditorium. "Now I was feeling like I belonged, like I mattered."

Gruwell gave students composition books to write their stories in, and Rezkalah said she would ask her parents questions and then jot down their responses. "It was beautiful to be able to put my words to paper, because now I'm leaving a legacy," she added.

Rezkalah's and her fellow students' writings were featured in the bestselling book, "The Freedom Writers Diary," which was also made into a film starring Hilary Swank.



Spotlighting Our Success Celebrates Century of Community and Excellence

San Bernardino Valley College continued its Centennial celebration with the 2026 Spotlighting Our Success faculty and employee awards dinner April 17.

The event, themed "A Century of Community & Excellence," featured cuisine prepared by the Culinary Arts program and centennial-focused decor.

"As we spotlight our successes tonight, let us also acknowledge the collaborative spirit that makes our work possible," said SBVC President Gilbert J. Contreras. "Let us be thankful for the Wolverines and Indians who came before us — all 100 years' worth."

Spotlighting highlights employees nominated by their peers for outstanding performance and services provided throughout the year. The event included academic rank recognitions, categorical awards, and retiree tributes. New this year, honorees were chosen by blind committee rather than campus-wide voting, and the Presidential and Cabinet Awards were introduced.

Dozens of SBVC employees were celebrated, including Laura Estrada and Raquel Villa (Excellence Award); Vivian Marquez (Outstanding Service Award); Dr. Vanessa Thomas (Innovator of the Year); Barbara Bray (Professional Expert of the Year); Dr. Shannen Millen (Outstanding Adjunct Faculty); Michael Layne (Manager of the Year); Francisco Gonzalez and Andrea Hecht (Outstanding Professor); Jonathan Flaa and Kevin Moreno (Classified Employee of the Year); Tatiana Vasquez (President's Choice Award); and Christina Acevedo, Keith Candelaria, and Edgar Ortiz (SBVC Heroes Award).



CENTENNIAL SPOTLIGHT

Ben Sakoguchi



San Bernardino Valley College alumnus Ben Sakoguchi channeled his experience as a Japanese American growing up during World War II into his art.

Sakoguchi was born in San Bernardino in 1938, and just a few years later his family was incarcerated in an internment camp in Poston, Arizona. When they returned to San Bernardino after the war, they reopened their small grocery business, with difficulty.

Sakoguchi attended SBVC from 1956 to 1958 and then went to UCLA, where he earned bachelor's and master's degrees in art and a teaching credential. He joined the art faculty at Pasadena City College in 1964, and taught there until his retirement in 1997.

Over the course of his career, Sakoguchi was awarded two National Endowment for the Arts fellowships, a Lila Wallace/Reader's Digest Fund Artists at Giverny residency, and received grants from the J. Paul Getty Trust and the California Arts Council.

A piece from Ben Sakoguchi's "Postcards from Camp."

His art focuses on socially relevant themes, and one of his crowning achievements is "Postcards from Camp." Sakoguchi used his own family photos and images taken by military, civilian, and internee photographers to create 80 paintings that describe the Japanese American experience. "Postcards from Camp" has been exhibited at schools, galleries, and museums across the country.

Theatre Arts Helps Caitlyn Tiszai Unlock a New Passion

Caitlyn Tiszai found community — and confidence — as a part of SBVC's Theatre Arts Department.

Tiszai started at SBVC in 2020, but because of the pandemic and health issues, couldn't participate in theatre arts productions until 2025. She has Ehlers-Danlos Syndrome, and during the fall production of "Shrek," performed in her wheelchair. "It wasn't planned, but we made it work and the choreography I was in was quite manageable for wheelchair dancing," she said.

Tiszai was also a costume designer for the play, which earned her an invitation to this year's American College Theater Festival. There, she gave a presentation on costume design, was a Music Theatre International (MTI) Finalist, and appeared in the Dance Cabaret.

When she heard her name called as a finalist, "it took a moment for it to really hit," she said. "My hard work paid off. My passion for dance was validated in a way it hadn't been in years."

Over the last year, Tiszai has grown as an actor and found a new passion in costume design, and credits the Theatre Arts Department with being "truly so invested in making sure all its students gain the education and tools that we need to succeed in the world," she said.



EDCT



Economic Development &
Corporate Training

Pathway to Careers Hiring Event at EDCT



Participant standing by employer banner.

The Opportunity Youth Adult Grant (OYA) successfully hosted the Pathway to Careers Hiring Event on April 14, 2026, connecting 45 program participants with local employers and workforce partners committed to supporting career opportunities and economic mobility for our community members.

Participants who attended the event completed workforce readiness and industry-recognized training programs in construction, OSHA-10 safety, forklift certification, and career readiness. The event provided a valuable platform for participants to engage directly with employers, practice interview skills, and explore career pathways across multiple industries.

We were proud to welcome the following employers and community partners who generously gave their time to meet with participants, conduct interviews, and share employment opportunities:

- Altura Credit Union
- California Employment Development Department (Unemployment Insurance Division)
- The Lewis Group of Companies
- Operation Grace
- San Bernardino County Human Resources
- San Bernardino County Workforce Development
- States Logistics

(Continued on page 2)



EDCT

Pathway to Careers Hiring Event Summary

"I've accepted the Office Technician position with the California Correctional Health Care Services (CCHCS) at the California Institution for Men, and I couldn't be more excited to embark on this new chapter. It's truly a significant milestone in my career journey."
Salima Cielto

(Continued from page 1)

The event resulted in meaningful employment outcomes for participants. Notably, two (2) job seekers were offered employment on the spot with States Logistics, demonstrating the readiness and capability of our program graduates. Additionally, four (4) participants were invited to participate in second-round interviews with The Lewis Group of Companies, further reinforcing the value of employer engagement and the strength of the talent pipeline developed through the OYA and Path Builder programs.

The success of the event was also made possible through the generous support of our community sponsors, who helped create a welcoming and supportive environment for participants and employers. We extend our sincere

appreciation to:

- Costco
- Krispy Kreme Donuts
- Starbucks

Their contributions of refreshments and support helped ensure a positive and professional experience for all attendees.

The Pathway to Careers Hiring Event reflects the San Bernardino Community College District's ongoing commitment to workforce development, employer partnerships, and creating clear pathways to employment for Opportunity Youth and adult learners. We look forward to continuing to build strong collaborations with employers and community partners to support sustainable careers and brighter futures for our participants.



Participant looking at employer's table.