

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of April 21, 2009

ITEM # 16

ITEM TITLE:

Consider Appropriation of Measure A Funds for the Library Instructional Equipment, Furniture and Other Equipment for Berkeley City College

SPECIFIC BOARD ACTION REQUESTED:

Approval is requested for an appropriation of Measure A funds in the amount of \$137,708 for the purchase of library instructional equipment, furniture and other equipment for Berkeley City College.

ITEM SUMMARY:

Approval is requested for an appropriation of Measure A funds in the amount of \$137,708 for the purchase of equipment and furniture for Berkeley City College, as follows:

Library Instructional Equipment (books, DVDs and electronic books)	\$ 97,260
Library Furniture	2,741
Wheelchair accessible desks (15) and teacher's desk (1)	3,510
Markerboards (14)	3,977
Mini blinds in four locations	2,930
High Powered Cleaning Equipment	<u>27,290</u>
TOTAL:	\$137,708

BACKGROUND/ANALYSIS:

For the library, a small amount is requested for furniture; the remainder will be spent on books, DVDs and electronic books. The additional resources are necessary to meet the needs of students, both local and distance education. It will also address the recommendation of the accrediting team to improve the resources available in the library. Berkeley City College has experienced growth exceeding 59% between fall of 2006 and fall of 2008. With this growth, the library has experienced increased demand. The number of books in the BCC collection numbers only about 6,000, and the library would hold more than 12,000 books. Given that the library was built with a capacity to serve 7,500 students, and growth has already exceeded 90% of that number, the collection is inadequate for the college size.

In addition, funds will be used to purchase desks for the growing population of students needing special accommodations and equipment to maintain the appearance, health and safety of the facility. High powered cleaning equipment is needed to meet the cleaning requirements of the state-of-the-art Berkeley City College building. A list of the specific equipment and furniture items is attached.

ALTERNATIVES/OPTIONS:

Not applicable.

EVALUATION AND RECOMMENDED ACTION:

Approval is recommended for an appropriation of Measure A funds in the amount of \$137,708 for the purchase of library instructional equipment, furniture and other equipment for Berkeley City College.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Measure A, as approved by the voters in Peralta's constituency and authorized under Resolution 05/06-45, Exhibit A-1, Berkeley City College, "Equipping classrooms and campus facilities."

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):

YES _____ NO X

COMMENTS:

No additional comments.

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

Vice Chancellor Ikhara

DID A BOARD STANDING COMMITTEE APPROVE THE ITEM? YES _____ NO X

IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.

PLEASE ACQUIRE SIGNATURES IN THIS ORDER:

DOCUMENT PREPARED BY:

Prepared by: Sadiq B. Ikhano Date: 4-14-09
Dr. Sadiq B. Ikhano
Vice Chancellor of General Services

DOCUMENT PRESENTED BY:

Sadiq B. Ikhano Date: 4-14-09
Dr. Sadiq B. Ikhano
Vice Chancellor of General Services

FINANCE DEPARTMENT REVIEW

Finance review required Finance review *not* required
If Finance review is required, determination is: Approved Not Approved
If not approved, please give reason: _____

Signature: Thomas Smith Date: 4.14.09
Thomas Smith
Vice Chancellor for Finance and Administration

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):

Legal review required Legal review *not* required
If Legal review is required, determination is: Approved Not Approved

Signature: Thuy T. Nguyen Date: 4-16-09
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda
Signature: Elihu Harris Date: 4/16/09
Elihu Harris, Chancellor



Betty G. Inclan, Ph.D.
President

April 9, 2009

Dr. Sadiq Bello Ikharo
Vice Chancellor of General Services
Peralta Community College District
333 E. Eighth Street
Oakland, CA 94606

Dear Dr. Ikharrro:

At your request, I am outlining in this memo the growth of Berkeley City College and the justification for the funds that the library is requesting from Measure A. The library is requesting a small amount for furniture; the rest of the funds requested are to be spent to bring BCC's collection closer to parity with the other Peralta College libraries and further meet the needs of our students, distance education and local, on books, DVDs, and electronic books.

As you can see from the following table, Berkeley City College grew over 59% between fall of 2006 and fall of 2008. With this growth, the library has experienced increased demand.

	2005-2006	2006-2007	2007-2008	2008-2009
Unduplicated Headcount	4,113	4,556	5,451	6,566
Percentage Increase over previous year		11%	20%	20%
Total growth fall 2006- fall 2008				59%

Source: Peralta Enrollment Dashboard

Usage of the library grew by large amounts.

	2005-2006	2006-2007	2007-2008
Number of Users	10,320	14,600	62,111

Berkeley City College Library Statistics

Note that 2007-2008 numbers include only August 22 through April 30 and make use of a more accurate system for tracking library users. In addition, because of low staffing, the library is only able to remain open 56.5 hours per week and the number of books in the BCC collection numbers only about 6,000 books, both of which negatively affect circulation. The library would hold more than 12,000 books; given that the library was built with a capacity of 7,500 students, and we have already grown to over 90% of that number, the collection is inadequate to our size.

Sadiq Bello Ikharo
April 6, 2009
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The accrediting team that visited the college in March of 2009 made a special point of mentioning the inadequacy of our library and recommending that we "Increase the library allocation both for staffing and resources." It is essential that the allocation for Berkeley City College's library be approved. In addition, per our discussion at our meeting of April 2, 2009, included in this spreadsheet are other equipment needs to maintain the appearance, health, and safety of the facility. Given Berkeley City College's FTES growth, additional requests for Measure A funds will be prioritized and forthcoming.

Very Truly Yours,

A handwritten signature in black ink, appearing to read "Betty Inclan". The signature is fluid and cursive, with a large initial "B" and "I".

Betty G. Inclan, Ph.D.
President

Measure A Instructional Equipment & Furniture Need Allocation 2008/2009

B	Department	Eldg	Dept. Contact	Phone#	Type	Adj	Ave	CUB	PUR	LIM	OFF	Description	Make	Qty	Unit Price	Subtotal	Tax	Freight	Installation	Total Costs	Justification
B	Business Office	BCC	Dwayne Cain	981-2969	G				X			NSS Pacer PB Cordless Vacuum	Waxie	2	\$1,278.90	\$2,557.80	\$249.40			\$2,807.20	Equipping Campus Facilities
B					G				X			NSS Mowertrak 300 Speed Buffer	Waxie	2	\$1,623.28	\$3,246.56	\$316.54			\$3,563.10	Equipping Campus Facilities
B					G				X			NSS Mowertrak 300 Speed Buffer	Waxie	1	\$5,320.73	\$5,320.73	\$518.77			\$5,839.50	Equipping Campus Facilities
B					G				X			Battery Operated Carpet Extractor	Waxie	1	\$7,145.85	\$7,145.85	\$696.72			\$7,842.57	Equipping Campus Facilities
B					G				X			Santitas Commercial Vacuum	Waxie	2	\$202.63	\$405.26	\$39.51			\$444.77	Equipping Campus Facilities
B					G				X			Advantus Weld/DV Vacuum	Waxie	2	\$550.80	\$1,061.60	\$103.51			\$1,165.11	Equipping Campus Facilities
B					G				X			3-Speed Blower	Waxie	2	\$211.90	\$423.80	\$41.32			\$465.12	Equipping Campus Facilities
B					G				X			Advantus Squeegee Kit	THM	2	\$201.92	\$403.84	\$39.37			\$443.21	Equipping Campus Facilities
B			Javier Lopez	981-2967	G				X			WMR 33 M-80 Periodical Displayer		1	\$4,300.00	\$4,300.00	\$419.25			\$4,719.25	Equipping Campus Facilities
B	Library	BCC	Joshua Boatright	981-2992	G				X		Gaylord	HINS39 Table Computer Square		2	\$284.80	\$569.60		\$95.00		\$664.60	To complete library furnishings
B					G				X		Gaylord	HL 101-185 Lectern and Dictionary Stand 44 x 26 x 14" Birch Tone (Each)		1	\$928.00	\$928.00		\$157.83		\$1,085.83	To complete library furnishings
B					G				X		Gaylord	Books, Textbooks, DVDs, E-Books from a variety of vendors such as Brodart, Baker and Taylor, Follett, Various Facets, Bullfrog, Blackwells, OCLC Beyond CP-LCS2046R 4 x 6 feet LCS Deluxe Markerboard with Map Rail and Marker Tray		2	\$420.00	\$840.00		\$150.48		\$990.48	To complete library furnishings
B	General	BCC	Gloria Vogt	981-2870	G				X			Supply and install 1 inch horizontal aluminum mini blinds at both sides of Modern Pacific with 8 gauge slats		14	\$299.00	\$4,186.00				\$3,976.70	To complete furnishing of new build
B					G				X		KI	Genesis hand cranked tables 24 x 48 Teachers Desk		1	\$500.00	\$500.00		\$48.75	\$54.87	\$603.62	To complete furnishing of new build
B					G				X		K-Leg	KLM NWD 87P Sand, wheelchair accessible desk		15	\$168.00	\$2,520.00				\$2,906.40	To complete furnishing of new build
B					G				X										\$386.40	\$137,707.47	Total Augmentation Requester