

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of 12, 2010

ITEM # 17

ITEM TITLE: *(Please define the subject; e.g., change order – Berkeley City College)*

Request approval of Independent Contractor Agreement extension for **Jennifer Burke** contract. The amount to be approved shall not exceed \$25,000. The prior contract amount for \$24,960 brings the total contract amount to \$49,960. Any new contracts submitted in the future will need approval regardless of the amount. It is anticipated this will cover expenses for the entire fiscal year 2009-10. The Chancellor recommends approval.

SPECIFIC BOARD ACTION REQUESTED:

Authorization to extend Jennifer Burke's contract

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM)*

SCOPE of work:

The primary focus of this project is to create themes and templates for web site home pages for all four campuses and the district. This will allow launch of new Peralta home pages by end of Spring semester, 2010. The new home pages, like the department and program home pages previously designed by Jennifer, will incorporate standard web benchmarks—including accessibility compliance, identity and brand strength, usability, portability, maintainability, and extensibility.

Deliverables:

- Site maps depicting high-level information architecture.
- Functional wireframes conveying structure, layout, and content types.
- Screen design showing formats, layout, and content types
- Screen designs showing formats, layouts, typography, and colors for typical page and content types.
- Flexible custom WordPress themes and templates to support content types, page types, and components for the district site and its four campus sites.
- Custom or stock plug-ins to support content modules such as event listings.

BACKGROUND/ANALYSIS:

In the first phase of Jennifer's work, she designed the new web site themes and templates that are currently used for department and program web sites at Laney and BCC. Links to some of these sites, as well as screen shots, are in the attached web sites update document.

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

INFORMATION TECHNOLOGY DEPARTMENT

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

YES _____ No X

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

Dr. Wise E. Allen

DID A BOARD STANDING COMMITTEE RECOMMEND THE ITEM? YES _____ No X

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

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

PLEASE ACQUIRE SIGNATURES IN THIS ORDER:

DOCUMENT PREPARED BY:

Prepared by: C. Fairley
Carmen N. Fairley, Staff Services Specialist

Date: 1/7/10

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Wise E. Allen
Wise E. Allen, Vice Chancellor of Educational Services

Date: 1/7/10

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: 1/7/10
Thomas Smith, Vice Chancellor for Finance and Administration

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

Legal review required if *bond funds are utilized* Legal review *not* required

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

Signature: Thuy T. Nguyen Date: 1/8/10
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda

Signature: Elihu Harris Date: 1/8/10
Elihu Harris, Chancellor