

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of March 29, 2011

ITEM # 26

ITEM TITLE:

Independent Contractor Jennifer Kennedy

SPECIFIC BOARD ACTION REQUESTED:

Consider Approval of Independent Contractor Agreement for Jennifer Kennedy

ITEM SUMMARY:

Consider approval of Independent Contractor Agreement amending contract amount for Jennifer Kennedy, the consultant will provide an ongoing grant development and post award activities. The amount to be approved shall not exceed \$42,000. Included in this total is \$12,000 for work done with Laney College on the Asian American and Native American Pacific Islander (AANAPISI) grant, which assists colleges to improve their academic quality, increase their self sufficiency, and strengthen their capacity. Also working with Merritt College consulting and evaluating for \$5,000 on the Title III grant, which helps colleges become self-sufficient and expand their capacity to serve low-income students by providing funds to improve and strengthen their academic quality, institutional management, and fiscal stability. The prior contract amounts of \$17,000 brings the total contract amount to \$42,000.

BACKGROUND/ANALYSIS:

Work with PCCD administrators and staff at each of the four Peralta Colleges, to prepare funding proposals. Tasks include: reviewing grant guidelines and planning projects, and writing and preparing components of grant applications as necessary, including the proposal narrative, abstract, cover letter, and letters of support, and working with staff to complete the required budget attachments and demographic forms for these applications.

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Grant funded

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

YES _____ NO _____

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

Vice Chancellor Deborah Budd

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: Carmen N. Fairley
Carmen N. Fairley, Staff Services Specialist

Date: 3/24/11

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Deborah Budd

Date: 3-23-11

Deborah Budd, Vice-Chancellor of Educational 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: Ron Gerhard electronically by ve
Ron Gerhard, Vice Chancellor for Finance and Administration

Date: 3/24/11

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, General Counsel

Date: _____

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Wise E. Allen
Wise E. Allen, Chancellor

Date: 3/24/11