

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of September 10 , 2013

ITEM TITLE: *(Please define the subject; e.g., change order – Berkeley City College)*
Consider Approval of Independent Contractor Agreement for Andrew Ostarello.

SPECIFIC BOARD ACTION REQUESTED:

Consider Approval of Independent Contractor Agreement for Andrew Ostarello, not to exceed \$10,000, to oversee and administer the American College Health Association National College Health Assessment Survey in Fall, 2013.

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM. IF A VENDOR IS INVOLVED, PLEASE INCLUDE THE COMPANY NAME AS WELL AS THE INDIVIDUAL.)*

Requesting Board approval for Independent Contractor Agreement for Andrew Ostarello not to exceed \$10,000 to oversee and administer the American College Health Association National College Health Assessment Survey to 1,200 Peralta students in Fall, 2013.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

Student Health Fee Monies. Funding is available

BACKGROUND/ANALYSIS:

The National College Health Assessment (NCHA) survey is a standardized instrument used in college health settings in the United States that measures health indicators, knowledge, behaviors and needs of college students. The NCHA was developed under the supervision of the American College Health Association.

It is planned that the NCHA survey be conducted every three years in conjunction with other California Community Colleges. Colleges throughout the state have conducted this survey for a number of cycles. The American College Health Association will be contracted by the Health Services Association of California Community Colleges (HSACCC) to collate the data from this cohort of colleges into a separate report. This data set has been utilized in advocacy activities for community college students at both the State and Federal levels. Repeating the survey at three year intervals will provide ongoing tracking of data.

Data obtained from this survey could be applied to Program Review and obtaining grant funding. Social norms marketing utilizing the data could be incorporated into health education outreach events and classroom presentations on health behaviors, promoting lifelong learning for students. Health issues impact student success and retention.

DELIVERABLES AND SCOPE OF WORK:

Andrew Ostarello will work with the Vice Chancellor of Educational Services to oversee and administer the American College Health Association National College Health Assessment Survey to 1,200 students and develop related reports and analyses, specifically:

- Develop a sampling plan and construct a data set in collaboration with PCCD.
- Communicate with appropriate faculty and others as needed regarding the purpose, timeline and incentives for said survey.

- Plan and conduct the sampling of approximately 1200 unique students.
- Plan and conduct or oversee the distribution and collection of surveys.
- Collate, organize and verify each survey for return to the American College Health Association for results and analysis.
- Follow-up communication with faculty and others at the conclusion of the survey.

ANTICIPATED COMPLETION DATE: DECEMBER 31, 2013

ALTERNATIVES/OPTIONS:

NONE

EVALUATION AND RECOMMENDED ACTION: Board Approval

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

YES _____ No X

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR OF EDUCATIONAL SERVICES)

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

DOCUMENT PREPARED BY:

Prepared by: Dr. Michael Orkin, Vice Chancellor of Educational Services
[Enter Here - Your Name and Title of Individual]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Michael Orkin, Vice Chancellor of Educational Services
[Enter Here - Name of College President, (if originating from a college) or Vice-Chancellor (if originating from the District)]

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
Ron Gerhard, Vice Chancellor for Finance and Administration

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

Legal review required for bond funds Legal review *not* required

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

Signature: Thuy Thi Nguyen
Thuy Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: José M. Ortiz
Dr. José M. Ortiz, Chancellor