

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of April 8, 2014

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

Consider approval of a contract with Collaborative Brain Trust for an amount not to exceed \$93,000 for consulting services necessary for completion of a Peralta Community College District Comprehensive Master Plan.

SPECIFIC BOARD ACTION REQUESTED:

Consider approval of a contract with Collaborative Brain Trust for an amount not to exceed \$93,000 for consulting services necessary for completion of a Peralta Community College District Comprehensive Master Plan.

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

The Comprehensive Master Plan (CMP) will integrate all major institutional planning and insure alignment of these planning and resource allocation processes with the ACCJC accreditation standards. The CMP will implement the core outcomes anticipated at the November 12, 2013 Board Study Session on Strategic Planning. In addition, the completion of the CMP will provide a foundation for incorporating Measure B parcel tax allocations into the established budget development timeline and public reporting of Measure B expenditures to the Citizens Oversight Committee. The services of the Collaborative Brain Trust with support from tBP/Architecture include reviewing current plans and processes; recommending improvements and additional planning activities needed; identifying gaps between and among institutional plans, and analyzing the plans in terms of relevant accreditation standards. CMP consultants will meet with the Board to review the overall project, consider initial findings and to request Board input.

Major Comprehensive Master Plan project outcomes include:

- Assurance that overarching mission, vision, values and goals are operationalized and coordinated at each of the four colleges and the district office.
- Integration of the updated Strategic Plan as well as the PASS, and the EMP/FMP/TMP with each of the colleges.
- Appraisal and recommendations to ensure that all planning (SP/TMP/EMP/FMP) processes and plans are integrated and the development of metrics and timelines for on-going assessment and evaluation as appropriate.
- Evaluation of the Peralta Accountability for Student Success (PASS) program, a Measure B planning and fund allocation process, to ensure integration with the District Strategic Plan and the Budget Allocation Model.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

BACKGROUND/ANALYSIS:

DELIVERABLES AND SCOPE OF WORK:

ANTICIPATED COMPLETION DATE:

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

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)

DEPUTY CHANCELLOR HENDRICKSON

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

DOCUMENT PREPARED BY:

Prepared by: Deputy Chancellor John Hendrickson Date: 4/4/14
[Enter Here - Your Name and Title of Individual]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Deputy Chancellor John Hendrickson Date: 4/4/14
[Enter Here - Name of College President, (if originating from a college) or Vice-Chancellor (if originating from the District)]

FINANCE DEPARTMENT REVIEW

X Finance review required _____ Finance review *not* required

If Finance review is required, determination is: _____ Approved _____ Not Approved

If not approved, please give reason: _____

Signature: Susan Rinne
Susan Rinne, Interim 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 Thi Nguyen*
Thuy Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda

Not Approved, but Place on Agenda

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