

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of November 10, 2015**

**ITEM TITLE:**

Consider Approval of Independent Contractor Agreement for Dr. Annette Dambrosio to render services in accreditation support.

**SPECIFIC BOARD ACTION REQUESTED:**

**Consider** approval an independent contractor agreement for Dr. Annette Dambrosio not to exceed \$40,800.

**ITEM SUMMARY:** *(PLEASE DISCUSS THIS ITEM. IF A VENDOR IS INVOLVED, PLEASE INCLUDE THE COMPANY NAME AS WELL AS THE INDIVIDUAL.)* Dr. Dambrosio will assist in the coordination and preparation of the district accreditation report. Specifically Dr. Dambrosio will:

- Take the lead in ensuring recommendations are being addressed, coordinating the district response and its concomitant alignment with the colleges, and writing final document. FINAL DRAFT DUE IN APRIL 2016

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

GENERAL FUND

**BACKGROUND/ANALYSIS:**

THE DISTRICT RECEIVED EIGHT RECOMMENDATIONS FROM THE ACCREDITATION COMMISSION, WHICH IN TURN AFFECTS THE ACCREDITATION OF THE COLLEGES. WHILE THE DISTRICT STAFF ARE ADDRESSING, AND IN SOME CASES RESOLVING THESE RECOMMENDATIONS, THE ACCREDITATION CONSULTANT WILL ENSURE THAT A COMPREHENSIVE AND COHESIVE PLAN IS PREPARED. SHE WILL ENSURE THAT COLLEGES AND THE DISTRICT WORK TOGETHER TO RESOLVE ISSUES OF COMMON CONCERNS AND PLANS ARE IN PLACE TO ADDRESS ALL THE RECOMMENDATIONS.

**DELIVERABLES AND SCOPE OF WORK:**

- Meet with senior leadership (district) to determine steps taken and identify gaps in plans
- Meet with governance leaders and others for additional perspectives

- Create communication plan to elucidate progress toward meeting accreditation standards, document modifications in strategy and schedule, updates on milestones reached or challenges
- Develop timeline and proposed discussion areas for shared governance groups
- Create a checklist of current documentation (updated) that includes timelines and process for discussion and resolution, frequent communication including website updates
- Draft the report to be submitted to ACCJC in October 2016.

**ANTICIPATED COMPLETION DATE:**

**JUNE 30, 2015**

**ALTERNATIVES/OPTIONS:**

**EVALUATION AND RECOMMENDED ACTION:**

**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)**

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

**DOCUMENT PREPARED BY:**

Prepared by: *Eric Gravenberg, Deputy Chancellor* Date: 11/5/15

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: *Eric Gravenberg, Deputy Chancellor* Date: 11/5/15

**FINANCE DEPARTMENT REVIEW**

X  Finance review required \_\_\_\_\_ Finance review *not* required

If Finance review is required, determination is:  X  Approved \_\_\_\_\_ Not Approved

If not approved, please give reason: \_\_\_\_\_

\_\_\_\_\_

