

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of December 13, 2016

ITEM TITLE: Requesting approval and acceptance of Addendum #1 to Independent Contractor Agreement #15678 with Linda "Birch" Early.

SPECIFIC BOARD ACTION REQUESTED:

Requesting approval and acceptance of Addendum #1 to Independent Contractor Agreement #15678 with Linda "Birch" Early effective October 4, 2016 through June 30, 2017. The amount to be approved shall not exceed \$53,000.

ITEM SUMMARY: Ms. Early's original contract, ICC 15678 for \$24,000 was for the duration of October 4, 2016 through June 30, 2017. We are requesting an increase of \$29,000 via addendum #1. New contract total will be \$53,000. The addendum is expanding Ms. Early's original scope of work to include deliverables in the Work-based Learning Grant and Career Pathways Trust Grant. Ms. Early provide services that meet the objectives of the CTE Data Unlocked, Career Pathways Trust, and Work-based Learning grants during the period of October 4, 2016 through June 30, 2017.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

CTE Data Unlocked Grant (\$24,000) - (Original contract)
2-11-255-5105-1-672700-2037-00

Work-Based Learning Grant (\$24,000) - (Addendum #1)
2-11-252-5105-1-601200-1084-00

Career Pathways Trust Grant (\$5,000) - (Addendum #1)
2-11-255-5202-601200-1075-02

DELIVERABLES AND SCOPE OF WORK:

To provide information on student outcomes and labor market conditions (employment and earnings data, future industry trends, etc.) to support the development of regional workforce plans, preparation for more CTE funding in 2017, strengthen program review, accreditation, integrated planning and regional and sector-based program design.

Contractor will become the COA CTE Data point person, through CTE Unlocked training and technical assistance, to understand and utilize CTE data tools such as Student Success Scorecard, Salary Surfer, Data Mart, CATEMA, LaunchBoard, and CTE Employment Outcomes Survey, etc. and to integrate and

institutionalize use of this data in all COA CTE programs.

Work with CTE faculty and administrators to understand and utilize these tools to pull and format data from these sources to support COA CTE program review, accreditation/tracking of student outcomes and future planning for COA CTE funding and new programs and courses.

As a powerful business engagement strategy, utilize labor market information from these CTE tools in one-on-one and industry advisory committee meetings with business partners. Consultant will utilize this data to more effectively engage business partners by providing high value-added info and trends to keep their business more competitive and build long-term relationships with local business partners on providing value-added data.

Share and leverage this information in our current work as part of regional East Bay Career Pathways initiative with regional partners in education, workforce and economic development to develop more effective regional and sector-based strategies for student success.

Develop outreach and educational planning materials based on data found in the LaunchBoard , Salary Surfer, and other tools

ANTICIPATED COMPLETION DATE:

JUNE 30, 2017

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

Approval and acceptance of Addendum #1 to Independent Contractor Agreement# 15678 with Birch Early for services effective October 4, 2016 through June 30, 2017 in the not-to-exceed amount of \$53,000, is recommended.

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)

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

DOCUMENT PREPARED BY:

Prepared by: _____ Date: _____
[Lilia Celhay, Division I Dean]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Frances L. White
[Dr. Frances L. White, President, College of Alameda]

Date: 11/23/16

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 Little
Ron Little, 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: Nitasha Sawhney
Nitasha Sawhney, General Counsel

CHANCELLOR'S OFFICE APPROVAL

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

Signature: Dr. Jowel Laguerre
Dr. Jowel Laguerre, Chancellor