

Federal Regulations and Related Commission Policies

Public Notification of an Evaluation Team Visit and Third Party Comment Regulation citation: 602.23(b) <i>(C = In compliance; P = Pending; C-IP = Compliance in process)</i>	
VVC's Status	Checklist Component Narrative Response
C	<p><i>The institution has made an appropriate and timely effort to solicit third party comment in advance of a comprehensive evaluation visit.</i></p> <p>The College has made every effort to solicit third party comment in advance of the accreditation comprehensive evaluation visit on March 6-9, 2017. The College created and formatted a webpage for the sole purpose of Third Party comments.</p> <p>The College distributed a request for third party comment on October 27, 2016. An email and social media posts were sent out to multiple groups regarding VVC's Third Party website through its public information officer [FR-01, FR-02]. The website gives a brief description of the requirements on how to submit in a Third Party comment with a link to ACCJC Third Party form which is located on ACCJC's website.</p> <p>Once the criteria is met in submitting the third party comment, then ACCJC will accept the comment associated with the College's self-evaluation. The College will then be given an opportunity to respond to show compliance regarding the comment.</p> <p>The College meets the Federal Regulation of public notification and has ensured ample amount of time for current/past Board of Trustees, faculty, staff, students and the public to give their third party comments. All third party comments must be submitted into ACCJC no later than 5 weeks prior to the comprehensive visit, which would be January 30th, 2017.</p>
C-IP	<p><i>The institution cooperates with the evaluation team in any necessary follow-up related to the third party comment.</i></p> <p>The College will address any and all third party comments as ACCJC addressed them to the College. Pending at this time.</p>
C	<p><i>The institution demonstrates compliance with the Commission Policy on Rights and Responsibilities of the Commission and Member Institutions as to third party comment.</i></p> <p>The College demonstrated compliance by informing the college community via email and sending the messages out on social media to inform the current/past Board of Trustees, faculty, staff, students and the public.</p>
Evidence	<p>VVC-Third-Party-Website: ACCJC-Third-Party-Comments-Form FR-01 Victor-Valley-College-ACCJC-Third-Party-Comment-Request-Email FR-02 Victor Valley Social Media screen shots.</p>

Standards and Performance with Respect to Student Achievement Regulation citations: 602.16(a)(1)(i); 602.17(f); 602.19 (a-e) <i>(C = In compliance; P = Pending; C-IP = Compliance in process)</i>	
VVC's Status	Checklist Component Narrative Response
C	<p><i>The institution has defined elements of student achievement performance across the institution, and has identified the expected measure of performance within each defined element. Course completion is included as one of these elements of student achievement. Other elements of student achievement performance for measurement have been determined as appropriate to the institution's mission.</i></p> <p>See "Student Achievement and Institution-Set Targets" chapter and the College's Institutional Effectiveness Scorecard for Student Success. Institution-set standards or 1-year targets are set annually for the following key performance indicators:</p> <p>Successful Course Completion (including equity gaps) Career Technical Education Rate Remedial Rate – Math (including equity gaps) Remedial Rate – English (including equity gaps) Remedial Rate – ESL (including equity gaps) Completion Rate (Student Progress and Achievement Rate) for College-Prepared, Unprepared, and Overall Degree Completion (including equity gaps) Certificate Completion (including equity gaps) Transfers to 4-Year Institutions (including equity gaps) Job Placement Rates</p>
C	<p><i>The institution has defined elements of student achievement performance within each instructional program, and has identified the expected measure of performance within each defined element. The defined elements include, but are not limited to, job placement rates for program completers, and for programs in fields where licensure is required, the licensure examination passage rates for program completers.</i></p> <p>Through annual program review and planning processes, instructional programs are provided student achievement data (retention and success disaggregated by gender, age, ethnicity and instructional modality) with comparisons to the College overall. Job placement rates are part of the College's scorecard and reported annually in compliance with gainful employment disclosure regulations on the College website. Licensure passages rates are set and reported annually to the ACCJC (see Table 31).</p>

Standards and Performance with Respect to Student Achievement Continues	
<i>(C = In compliance; P = Pending; C-IP = Compliance in process)</i>	
VVC's Status	Checklist Component Narrative Response
C	<p><i>The institution-set standards for programs and across the institution are relevant to guide self-evaluation and institutional improvement; the defined elements and expected performance levels are appropriate within higher education; the results are reported regularly across the campus; and the definition of elements and results are used in program-level and institution-wide planning to evaluate how well the institution fulfills its mission, to determine needed changes, to allocating resources, and to make improvements.</i></p> <p>Annual self-evaluation of programs across the institution is achieved through its annual program review and planning process, which drives budget augmentation requests in support of plans for improvement. The process requires programs to link improvement plans to mission-driven goals of the College, and requests are evaluated in terms of relevance to those mission-driven goals.</p>
C	<p><i>The institution analyzes its performance as to the institution-set standards and as to student achievement, and takes appropriate measures in areas where its performance is not at the expected level.</i></p> <p>This is core to the College's annual program review, planning, and budget augmentation process locally known as PRAISE. Data provided to instructional programs cascade to the institution's overall Institutional Effectiveness Scorecard on Student Success. That, along with additional Scorecards relevant to other District goals, comprise the performance assessment system used to monitor progress on the mission and reveal opportunities for improvement.</p>
Evidence	<ul style="list-style-type: none"> ▪ ISER Chapter on Student Achievement Data and Institution-Set Standards ▪ ISER Chapter on Standard I ▪ ISER Chapter on Standard II ▪ VVC Institutional Effectiveness Scorecards ▪ VVC Gainful Employment Disclosure Website ▪ PRAISE (program review) Website

Credits, Program Length, and Tuition Regulation citations: 600.2 (definition of credit hour); 602.16(a)(1)(viii); 602.24(e), (f); 668.2; 668.9.	
<i>(C = In compliance; P = Pending; C-IP = Compliance in process)</i>	
C	<p><i>Credit hour assignments and degree program lengths are within the range of good practice in higher education (in policy and procedure).</i></p> <p>The College awards credit for course, certificates, and degrees which are consistent the standard practice in higher education and in compliance with the Federal laws. Course credit calculations are described and implemented from the Program and Course Approval Handbook.</p> <p><i>[See ER 3 and Standards II.A.5, 6, and 9.]</i></p>
C	<p><i>The assignment of credit hours and degree program lengths is verified by the institution, and is reliable and accurate across classroom based courses, laboratory classes, distance education classes, and for courses that involve clinical practice (if applicable to the institution).</i></p> <p>The Curriculum Committee ensures that all curriculum meets the policy and standards set by higher education, state and federal law within the course outline record vetting process. The course credits are assigned based on the number of lecture, laboratory hours and other performance criteria specified in the course outline.</p> <p><i>[See Standard II.A.9.]</i></p>
C	<p><i>Tuition is consistent across degree programs (or there is a rational basis for any program-specific tuition).</i></p> <p>An outline of the enrollment and tuition fees can be found in the College’s current VVC-Catalog-2016-17 and webpage site regarding credit course degree programs.</p>
	<p><i>Any clock hour conversions to credit hours adhere to the Department of Education’s conversion formula, both in policy and procedure, and in practice.</i></p> <p>The College doesn’t offer any clock hour programs.</p>
C	<p><i>The institution demonstrates compliance with the Commission Policy on Institutional Degrees and Credits.</i></p> <p>The College has compiled with the commission policy on Instructional Degrees and credits. All of the College’s degrees require 60 units as stated in catalog. All credits are aligned with the high education practices. The College runs on a 16-week semester calendar for Fall and Spring.</p>
Evidence	<ul style="list-style-type: none"> • VVC-Catalog-2016-17 • BP-4020-Program-Curriculum-Development • Number-of-Hours-Per-Term-CurricUNET • Program and Course Approval Handbook.

Transfer Policies Regulation citations: 602.16(a)(1)(viii); 602.17(a)(3); 602.24(e); 668.43(a)(ii) <i>(C = In compliance; P = Pending; C-IP = Compliance in process)</i>	
VVC's Status	Checklist Component Narrative Response
C	<p><i>Transfer policies are appropriately disclosed to students and to the public.</i></p> <p>The process for submitting transcripts to be evaluated for the College's credits is described on the Admissions and Records website. The Transfer Center also provides information on transfer rules and guidelines. Under Admissions and Registration and in the College catalog, under MOVING ON, the College provides detailed information regarding transfer to deferent types of institutions.</p> <p>]See Standard IIA.10, IIC.5]</p>
C	<p><i>Policies contain information about the criteria the institution uses to accept credits for transfer.</i></p> <p>For students to receive credit for work completed at other colleges and universities, the student must submit an official transcript from each of the institutions showing successful completion of lower-division transfer courses. Each of those institutions must be accredited. The College does not place limits on the number of units that can be transferred to Victor Valley College. International students must have their transcripts evaluated by an approved credential evaluation service.</p>
C	<p><i>The institution complies with the Commission Policy on Transfer of Credit.</i></p> <p>The College fully complies with the Commission Policy on Transfer of Credit. The College has established guidelines and processes that spell out how students can transfer credits earned from other institutions to Victor Valley College. The College also has a process showing how international students can get their transcripts evaluated.</p>
Evidence	<ul style="list-style-type: none"> • Transfer Center • VVC Catalog pg. 27-35 • Admissions and Records

Distance Education and Correspondence Education Regulation citations: 602.16(a)(1)(iv), (vi); 602.17(g); 668.38	
<i>(C = In compliance; P = Pending; C-IP = Compliance in process)</i>	
VVC's Status	Checklist Component Narrative Response
C	<p><i>The institution has policies and procedures for defining and classifying a course as offered by distance education or correspondence education, in alignment with USDE definitions.</i></p> <p>To begin with, Victor Valley College does not provide correspondence education. The College offers courses via distance education because it recognizes the unique contribution that distance education plays in expanding access opportunities for the district's growing and diverse student population. Courses that have been developed for distance education delivery mode meet the same standard of rigor and quality assurance as those courses that are developed for face-to-face delivery mode. Furthermore, these courses go through the same rigorous curriculum and approval processes as those courses that have been developed for the face-to-face. They all share the same Student Learning Outcomes and the same Course Outline of Records.</p>
C	<p><i>There is an accurate and consistent application of the policies and procedures for determining if a course is offered by distance education (with regular and substantive interaction with the instructor, initiated by the instructor, and online activities are included as part of a student's grade) or correspondence education (online activities are primarily "paperwork related," including reading posted materials, posting homework and completing examinations, and interaction with the instructor is initiated by the student as needed).</i></p> <p>The online delivery of the courses maintains the same level of rigor as the face-to-face courses, and regular and effective contact between instructor and student is documented and strictly upheld. Online course approval is consistent with the Accreditation Standards. All distance education courses have Course Outline of Record as face-to-face courses.</p> <p>Victor Valley College does not have any courses offered through correspondence education. The College has a process for verifying the identity of online students. This process is applied consistently. Each component of the Commission Policy on Distance Education and Correspondent Education is addressed directly in the Substantive Change Proposal. Regular effective contact between instructor and students is required as per Title V; discussions, e-mail (both student and faculty initiated), timely feedback on student work, electronic announcements and e-lectures are included in regular effective contact. Students must actively participate in the instructor-designated activities in DE courses to remain enrolled, just as active participation is required in a face-to-face course.</p>

<p>C</p>	<p><i>The institution has appropriate means and consistently applies those means for verifying the identity of a student who participates in a distance education or correspondence education course or program, and for ensuring that student information is protected.</i></p> <p>There are many levels that the College employs in order to assure the authenticity of the student taking distance classes. There are multiple measures of verification employed by faculty and others in the College’s distance education Program. The first level of institutional verification for incoming DE students is on the Blackboard Log In Page. Secondly, the College also has a proctoring policy for those faculty members who have in-person exams and other assignments where the faculty verify the identity of students completing in-person assessments. The Academic Senate-approved proctoring policy for DE can be found in the DEAC SharePoint folder and also under “approved documents” on the VVC Academic Senate website. To further ensure the integrity of the distance education courses, faculty also employ other methods. These methods include using SafeAssign (Blackboard) to combat cheating and plagiarism in documents submitted by students. Faculty also have the option to ask students to post their own answers before they can view others’ posts, as well as see the time and date students posted their initial response to a discussion topic. Blackboard also has the ability to provide “Respondus”, software that prevents students from leaving the site of an online exam. Currently, the College is looking into this for adoption, and previously has had use of a version of this for a semester.</p>
<p>C</p>	<p><i>The technology infrastructure is sufficient to maintain and sustain the distance education and correspondence education offerings.</i></p> <p>The College’s technology infrastructure is sufficient to maintain and sustain the distance education program. The College’s infrastructure is clearly articulated in the Technology resources description related to the distance education program and described in the Substantive Change Proposal.</p>
<p>C</p>	<p><i>The institution demonstrates compliance with the Commission Policy on Distance Education and Correspondence Education.</i></p> <p>The College has sufficient technology resources associated with the distance education programs. These resources are fully described in the Substantive Change Proposal submitted by the College to ACCJC for distance education.</p>
<p>Evidence</p>	<ul style="list-style-type: none"> • Blackboard login page • CurricUNET • DEAC Workspace (Login/Password Requirement) • Distance Education Substantive Change Proposal

Student Complaints Regulation citations: 602.16(a)(1)(ix); 668.43	
<i>(C = In compliance; P = Pending; C-IP = Compliance in process)</i>	
VVC's Status	Checklist Component Narrative Response
IP	<p><i>The institution has clear policies and procedures for handling student complaints, and the current policies and procedures are accessible to students in the college catalog and online.</i></p> <p>The College has a process describing the Student Complaint and Grievance Policies and procedures. These are re-posted online under Student Services. Accordant to Administrative Procedure 3900, any student, employee, or community member may file a complaint about an experience, incident, or interaction that occurs on the campus. The complaint should be filed with the Office of the Vice President, Student Services. Complaint forms are available from any campus office and the college's website. The College Catalog also highlights student rights and responsibilities under Matriculation Steps. Most student complaints are initially filed at the division offices or are filed with the Dean of Student services. If the complaint is related to instruction, students are encouraged to begin the process by talking to their respective professor if the matter relates to grades or class issues. If the matter is not resolved, then the student can contact the department chair and the process moves all the way up to the Vice President of Instruction and Student Services. All complaints concerning student conduct, student discipline, and allegations of unfair treatment follow very strict policies and procedures. AP 5520(a) documents the standards for student Discipline: Policy and Due Process Procedures.</p>
IP	<p><i>The student complaint files for the previous six years (since the last comprehensive evaluation) are available; the files demonstrate accurate implementation of the complaint policies and procedures.</i></p> <p>The College has kept student complaint files from the previous years, but this is one area where the College has a lot of room to improve. The College is working on improving this process through its Quality Focus Essay.</p>
IP	<p><i>The team analysis of the student complaint files identifies any issues that may be indicative of the institution's noncompliance with any Accreditation Standards.</i></p> <p>To be determined by External Evaluation Team during site visit.</p>
C	<p><i>The institution posts on its website the names of associations, agencies and govern mental bodies that accredit, approve, or license the institution and any of its programs, and provides contact information for filing complaints with such entities.</i></p> <p>In accordance with the Commission Policy on Representation of Accredited Status, Victor Valley College employs the language provided by the ACCJC to communicate its accreditation status to students and the public: Victor Valley College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC), Western Association of Schools and Colleges (WASC), 10 Commercial Blvd., Suite</p>

	<p>204, Novato, CA 94949, (415) 506-0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation (CHEA) and the U.S. Department of Education. Additional information about accreditation, including the filing of complaints against member institutions, can be found at: www.accjc.org.</p>
<p>C</p>	<p><i>The institution demonstrates compliance with the Commission Policy on Representation of Accredited Status and the Policy on Student and Public Complaints Against Institutions.</i></p> <p>The College has posted its accreditation status with ACCJC and this information is posted on the website. The statement includes contact information and reference to the complaint process, which includes a link to the ACCJC website. The information includes other accrediting agencies and their contact information. The College complies with the Commission Policy regarding Student and Public Complaints Against Institutions as evidenced by its published policies and procedures regarding student grievance and public complaints. The College’s processes and procedures are reasonable, relatively well administered, and publicity is posted on the website for the students and the general public.</p>
<p>Evidence</p>	<ul style="list-style-type: none"> • AP 3900 • College Catalog • Online Complaint Forms • Student Services Website

Institutional Disclosure and Advertising and Recruitment Materials Regulation citations: 602.16(a)(1)(vii); 668.6. <i>(C = In compliance; P = Pending; C-IP = Compliance in process)</i>	
C	<p><i>The institution provides accurate, timely (current), and appropriately detailed information to students and the public about its programs, locations, and policies.</i></p> <p>The College consistently provides accurate Information about programs, locations, and policies to the students and the public. This information is communicated to students and the public via multiple channels, such as the College Catalog, the Schedule of Classes, and the College website. The College catalog is updated every year to insure that content is current and relevant. Programs, campus locations, and policies are described in the Catalog and on the website. Class locations are also communicated through the Schedule of Classes, based on course offerings each semester. The College recently introduced a catalog Addendum. Electronic versions of the Catalog are posted on the website. Course offerings are further updated through WebAdvisor. The institution complies with the Commission Policy on Institutional Advertising, Student Recruitment, and Representation of Accredited Status. All College educational programs and courses are reflected in the catalog. The Catalog includes all basic institutional information stipulated in the standards. The College does not misrepresent its program costs or job placement and employment outcomes, offer any form of rewards in exchange for enrollment, or provide false guarantees of employment to potential in order to recruit students.</p> <p>[See Standard IC.1, IC. For more information]</p>
C	<p><i>The institution complies with the Commission Policy on Institutional Advertising, Student Recruitment, and Representation of Accredited Status.</i></p> <p>The College complies with the Commission Policy on Institutional Adverting, Student Recruitment, and Representation of Accredited Status. All College educational programs and courses are reflected in the catalog. The Catalog includes all basic institutional information stipulated in the standards. The College does not misrepresent its program costs or job placement and employment outcomes, offer any form of rewards in exchange for enrollment, or provide false guarantees of employment to potential students in order to recruit students. Under College Accreditation, the Catalog also includes information regarding the College’s accreditations status.</p> <p>The College provides accurate information regarding its accreditation status. The College’s accreditation standing is published on the College’s website. Victor Valley College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC), Western Association of Schools and Colleges (WASC), 10 Commercial Blvd., Suite 204, Novato, CA 94949, (415) 506-0234. ACCJC is recognized by the Council for Higher Education Accreditation (CHEA) and by the U.S. Department of Education. Please see Additional information about accreditation, including the process for filing complaints against member institutions at: www.accjc.org.</p> <p>[See Standard I.C.2. for more information]</p>

C	<p><i>The institution provides required information concerning its accredited status as described above in the section on <u>Student Complaints</u>.</i></p> <p>See the Section regarding Student Complaints above.</p>
Evidence	<ul style="list-style-type: none">• WebAdvisor:• VVC Catalog 2016-17

Title IV Compliance Regulation citations: 602.16(a)(1)(v); 602.16(a)(1)(x); 602.19(b); 668.5; 668.15; 668.16; 668.71 et seq. <i>(C = In compliance; P = Pending; C-IP = Compliance in process)</i>	
VVC's Status	Checklist Component Narrative Response
C	<p><i>The institution has presented evidence on the required components of the Title IV Program, including findings from any audits and program or other review activities by the USDE.</i></p> <p>Victor Valley College meets the required components of Title IV in accordance with the respective federal regulations. Once students are registered in the system within the first week of school and their financial aid is processed and Pell funds are distributed via their debit/credit cards or transferred to their respective bank accounts, the College follows the 3-day rule for disbursement of funds. VVC maintains the required separation of duties and has therefore not had any audit findings regarding Title IV processes. Return to Title IV (R2T4) is calculated as well as no shows or drops in accordance with the required regulations. Federal funds are returned to the USDE via the G5 system and processed through the COD system as well as the debt posting onto the respective students accounts.</p> <p>Federal funds follow the guidelines required as well. Employees do time and effort reports for time spent on the federal programs. VVC is currently in the process of revising the purchasing procedures to make sure the institution is in compliance with the new procurement regulations. Expenses meet the requirements of expansion, startup or new innovations and do not cover the costs of ongoing expenses. VVC carefully watches to make sure it does not supplant.</p>
C	<p><i>The institution has addressed any issues raised by the USDE as to financial responsibility requirements, program record-keeping, etc. If issues were not timely addressed, the institution demonstrates it has the fiscal and administrative capacity to timely address issues in the future and to retain compliance with Title IV program requirements.</i></p> <p>The past three years, VVC has not had any audit finding and has received unmodified opinions with no management comments on the financial audits. VVC is in compliance with the Title IV regulations.</p>
C	<p><i>The institution's student loan default rates are within the acceptable range defined by the USDE. Remedial efforts have been undertaken when default rates near or meet a level outside the acceptable range.</i></p> <p>Victor Valley College has a current loan default rate of 21.5% and provides default prevention services to students who have received a federal student loan from the College. VVC works with ECMC (Education Credit Management Corporation) on informing students about their student loans and provides financial literacy. The current contract is available in the Fiscal Services office on demand. The efforts provided prevent the 3-year Cohort Default Rate from going beyond the acceptable range, which is equal to or beyond 30%.</p>

<p>C</p>	<p><i>Contractual relationships of the institution to offer or receive educational, library, and support services meet the Accreditation Standards and have been approved by the Commission through substantive change if required.</i></p> <p>VVC does not rely on contractual relationships to offer or receive library and learning support services; the College provides its own library and learning support services to meet accreditation standards and support student learning. The College has signed contracts for annual subscriptions to databases and maintenance agreements for technology to support library services; the College pays these and provides local access.</p> <p>[Standard IIB.4]</p>
<p>C</p>	<p><i>The institution demonstrates compliance with the Commission Policy on Contractual Relationships with Non-Regionally Accredited Organizations and the Policy on Institutional Compliance with Title IV.</i></p> <p>The College demonstrates compliance with the Commission Policy on Contractual Relationships with Non-Regionally Accredited Organizations by having a signature process and designated personnel signing authority for contracts. The contracts included are contract on work that is to be performed, services to be provided, period of the agreement, delineate responsibilities for the institution and the contracted organization.</p>
<p>Evidence</p>	<ul style="list-style-type: none"> • AP 6331 • AP 6400 • Annual Audit Documents • Default Rates per NSLDS • NSLDS Student Access • Federal Student Aid • List of Contracts with Third Party Providers and Non-Regionally Accredited Organizations (See pages 56-61) • ECMC - 4.28 CONTRACT – ECMC, 8/9/16; ECMC • Provides services for loan default prevention services.

Instruction-Related Agreements/MOU

- Equipment Rental Agreement (Item number 7.7, December 13, 2016)
Need: Rental of ventilator equipment used for student training.
- Contract- Riverside Prep High School (Item number 7.23, December 13, 2016)
Need: The district wishes to ratify a contract with Riverside Prep High School. Officials from Riverside Prep have requested implementation of Guidance 50 courses for the winter and spring sessions. The Foundation and the Counseling department have worked together in forming a workable schedule for these courses that fits with the high school's availability. There will be five total classes offered at the high school campus. The term of the contract is from January 9th, 2017 through May 17, 2017. This agreement has been brokered and secured by the Victor Valley College Foundation.
- Agreement Renewal – Beckman Coulter (Item number 6.5, November 8, 2016)
Need: For the servicing of Centrifuge equipment used in the Biology Department
- Purchase Agreement – Olpin Group (Item number 6.6, November 8, 2016)
Need: The Vocational Complex Expansion and Renovation project will open in 2017 and must be furnished and equipped to meet the needs of the students, faculty, and staff.
- Contract- CPL Productions (Item number 6.5, October 11, 2016)
Need: CPL Production's front-line employees require specific firefighting skills upgrade training.
- Independent Contractor Agreement –San Bernardino Community College District (Item number 6.8, October 11, 2016)
Need: The 2016 Regional Counselor Conclave for community college and K-12 counselors supplies professional development in the area of Adult Ed, Articulation, Concurrent Enrollment, CATEMA, Get Focused/Stay Focused, Cal-Pass Plus, Pathways, AB288, CTE marketing, and best practices.
- Independent Contractor Agreement – Samuel Sepuya, M.D. (Item number 6.17, October 11, 2016)
Need: The Medical Director oversees portions of the Respiratory Therapy Program as they relate in the hospital setting and acts as a liaison. The Medical Director's authorized prescription number allows the program to obtain medical supplies and equipment necessary for the functioning of the program.
- Independent Contract Agreement – Dennis Hory DBA West Coast Microscope Service (Item number 6.22, October 11, 2016)
Need: For repair and service of the Biology department microscopes
- Independent Contractor Agreement for Math Grant Symposium (Item number 6.23, October 11, 2016)
Need: Dr. Jo Boaler, Stanford University, is the leading expert on mathematical mindsets. She will be training math faculty in the high desert on the best pedagogy for math classrooms based on the most recent brain research studies.
- Independent Contractor Agreement- Dr. Boaler (Item number 6.14, October 11, 2016)
Need: Dr. Jo Boaler, Stanford University, is the leading expert on mathematical mindsets. She will be training math faculty in the high desert on the best pedagogy for math classrooms based on the most recent brain research studies.
- Agreement – Drykef, Inc. (Item number 6.31, October 11, 2016)
Need: For the general maintenance and upkeep of the Fire division's vehicles
- Agreement – Compressed Air Specialties, Inc. (Item number 6.32, October 11, 2016)
Need: To provide air testing, compressor repairs, and service to the various Fire Technology Division apparatus vehicles.
- Independent Contract Agreement – Patricia Pena, DBA Tech4fit (Item number 6.33, October 11, 2016)
Need: To provide maintenance of Weight Room and APE equipment
- Independent Contract Agreement –Richard Irvin DBA: Service Plus (Item number 6.34, October 11, 2016)
Need: To provide maintenance of Restaurant Management equipment as needed.
- Agreement – Municipal Emergency Services, Inc. (Item number 6.37, October 11, 2016)
Need: This agreement is to provide repair work for the self-contained breathing apparatus for the Fire Technology program.
- Participant Confidentiality Agreement – CAE Healthcare (Item number 7.7, September 13, 2016)
Need: For use in the Paramedic Department.

- Agreement- Desert Construction Services, Inc. (Item number 7.27, September 13, 2016)
Need: Holes must be drilled into the existing concrete in order to install safety poles near the automotive lift stations. These poles are installed as a preventative safety precaution, so should cars that are under repair fall off the lift, students will be protected.
- Agreement- P2C Solutions (Item number 7.43, September 13, 2016)
Need: To provide technical assistance to the VVAERC in completing the 2016-2017 Adult Education Block Grant Annual Plan.
- Agreement – Ellucian (Item number 12.5, September 13, 2016)
Need: Colleague by Ellucian connects the institute so VVC can accelerate innovation, evolve technology environments, and protect VVC investments. Colleague delivers features specifically developed for higher education and enables the College to seamlessly integrate data and applications across all campus departments. Colleague provides students, faculty, staff, and alumni with quick and easy access to all needed information and resources.
- Renew Independent Contractor Agreement – Liebert Cassidy Whitmore (Item number 4.25, August 9, 2016)
Need: Management training workshops covering various employment relations subjects and management rights and obligations. The training also fulfills one of the accreditation recommendations for leadership development.
- Agreement- Masco & Sons (Item number 4.34, August 9, 2016)
Need: The old compressor at the Electronics building classroom #2 burnt out and had to be replaced. This work is necessary to maintain a comfortable educational environment for students and staff.
- Agreement- Computerland of Silicon Valley (Microsoft)(Item number 4.3, August 9, 2016)
Need: This agreement is for the desktop productivity software (Word, Excel, Power Point, Access, programming language and numerous other applications), and network and system software used 7 days a week, 24 hours a day throughout the campus. This agreement is the most cost effective solution for supporting systems and desktop software and is used by a majority of the California Community Colleges throughout the state.
- Independent Contractor- CQ Productions, Inc. (Curiosity Quest)(Item number 7.4, August 9, 2016)
Need: The Curiosity Quest: Externships episode production offers students and faculty an opportunity to see what goes on in advancing education for CTE Faculty and students. Externships are encouraged by the California Community College Chancellor's Office. This is a collaborative project with the Advanced Automotive/Renewable Energies Deputy Sector Navigator, the Information Communication Technology & Digital Media Deputy Sector Navigator, the Small Business Deputy Sector Navigator and the Regional SB 1070 Director.
- Agreement-Galaxy Moving Company, LLC (Item number 5.37, July 12, 2016) Need: As part of the secondary effects of the Tutoring Center project, the BET department must be moved out of the Technology Center and into the Academic Commons.
- Independent Contractor Agreement- Varela Consulting LLC (Item number 5.40, July 12, 2016)
Need: In accordance with the California Community College Chancellor's Office, Professional development opportunities will be created through the Deputy Sector Navigator Grant for regional CTE Faculty.
- Amended Agreement – Municipal Emergency Services, Inc. (Item number 5.42, July 12, 2016)
Need: To maintain Fire student equipment
- Agreement- America's XPRESS Rent A Car (Item number 5.44, July 12, 2016)
Need: Rental car needed for transportation to K-12 and Community College partners, to assess and input immersive technology classrooms, site visits, budget monitoring and meetings with industry representatives per Sub-Recipient Agreement commitment.
- Agreement – STERIS Corporation (Item 7.11; June 14, 2016)
For repair and service of the Biology department autoclave.
- Independent Contractor Agreement – Assist Design Deon Reid (Item 7.12; June 14, 2016)
Promoting Student Success
- Agreement – VVC with Seiler Planetarium Division (Item 7.13; June 14, 2016)
The Astronomy department is in need of the equipment because the Planetarium projector computer has failed and the star projector can no longer be used for student instruction. The computer upgrade includes proprietary

computer boards, manual control console, special dimmable monitor, lighted keyboard and extension cable. Projector maintenance is long overdue and is included.

- Contract – High Desert Shuttle (Item 7.15; June 14, 2016)
The District desires to ratify the contract with High Desert Shuttle for providing transportation services for the Model UN students to attend the Far West Conference in San Francisco. The dates of travel are April 15, 2016 through April 20, 2016.
- Articulation Agreement with Azusa Pacific University (Item 7.35; June 14, 2016)
For Registered Nursing Program
- Independent Contractor Agreement – Laura Batista (Item 7.66; June 14, 2016)
To provide Spanish supplemental instruction for Upward Bound Participants during the 2016 Summer Academy as required by the U.S. Department of Education.
- Agreement – Loma Linda University School of Medicine (Item 7.7; May 10, 2016)
The Biology department is in need of the cadavers for education and research.
- Independent Contractor Agreement – Technical Associated Services, LLC (Item 7.24; May 10, 2016)
To provide equipment calibration in the Welding Department so the program can continue to offer welding qualification testing.
- Independent Contractor Agreement – Larry Jacinto Construction, Inc. (Item 6.7; March 8, 2016)
Trenches are needed for mandatory skills training required to complete Trench Rescue Course.
- Independent Contractor Agreement – Koppl Pipeline Services, Inc. (Item 6.26; March 8, 2-16)
The district desires to ratify an Independent Contractor Agreement with Koppl Pipeline Services, Inc., to install a hot tap complete with welding & valve on natural gas for the Construction Technology Bldg 65. The period of this agreement is March 14, 2016 through May 30, 2016. For students enrolled in Construction Technology classes.
- Service Contracts – Zoll Medical Corporation (Item 6.44; March 8, 2016)
Provides preventative maintenance and extended warranty services for the Cardiac Monitors purchased with grant funds.
- Agreement – Controltec, Inc. (Item 6.48; March 8, 2016)
For use in Child Development Lab for California State Preschool Program.
- Agreement – Trane Building Services (Item 7.8; January 12, 2016)
- Independent Contractor Agreement – Apple Valley Unified School District (Item 7.12; January 12, 2016)
CTE workshops are made available to high school students for them to experience coursework and occupations what will be available to them post-secondary.
- Memorandum of Understanding – AB86 Adult Education Victor Valley Community College District Regional Planning Consortium (Item 6.28; December 8, 2015) The district desires to ratify a Memorandum of Understanding between Victor Valley College and the K12 School District (Apple Valley Unified School District) comprising the AB86 Adult Education Victor Valley College District (VVCCD) Regional Planning Consortium. The service period is July 1, 2015 through December 31, 2015

Agreements/MOU for Clinical Sites

- Clinical Facility Use Contract (Item number 6.12, November 8, 2016)
Need: To provide clinical training facilities for students registered in Health Science programs.
- University Agreement0 Presbyterian Intercommunity Hospital Inc. (Item number 6.13, November 8, 2016)
Need: To provide clinical training facilities for students registered in the Respiratory Therapy program.
- Agreement – California Department of Veterans Affairs for Internship Services (Item number 6.14, November 8, 2016)
Need: To provide clinical training facilities for students registered in the Certified Nursing Assistant program.
- Clinical Facility Use Agreement – Victor Valley Global Medical Center (Item 6.32; March 8, 2016)
To provide clinical training facilities for students registered in the Health Sciences programs.

- Agreement – High Desert Cardio Pulmonary Medical Group, Tajeew Yelamanchili, M.D. (Item 6.33; March 8, 2016)
To provide clinical training facilities for students registered in the Health Sciences programs.
- Clinical Training Affiliation Agreement – Children’s Hospital of Orange County (without school instructor on hospital premises) (Item 6.26; December 8, 2105)
The district desires to ratify a Clinical Training Affiliation Agreement with Children's Hospital of Orange County (without school instructor on hospital premises) to provide clinical facilities for the Respiratory Therapy students. The term of this agreement shall commence as of the Effective Date and shall continue for three (3) year(s) unless terminated sooner. Either party may terminate this agreement without cause by giving thirty (30) days’ written notice to the other party. However, in such a case, this agreement shall continue in full force until students complete current clinical rotations

Contract/Sub-Contracts

- Agreement – KEYGENT Advisors for disclosure Dissemination Agent (Item 7.63; June 14, 2016)
To maintain compliance, the Bonds must have the Annual Report and Certification submitted to the Disclosure Dissemination Agent who will then provide an Annual Report to the Repository.
- Contract – Vector USA (Item 7.85; June 14, 2016)
In compliance with AP 6330
- Agreement – Decorative Stone Solutions, Inc. (Item 6.10; December 8, 2015)
The District wishes to enter into an agreement with Decorative Stone Solutions, Inc. to purchase decomposed granite.
Need: Much of the campus landscape consists of decomposed granite. Decomposed granite is essential in replacing points of high foot traffic and loss due to extreme weather, which washes away a large amount of the material.
- Independent Contractor Agreement – Deon Reid (Item 6.11; December 8, 2015)
The district desires to ratify an Independent Contractor Agreement with Deon Reid for the design graphics and printing of a full color brochure and matching folder to be distributed campus wide. The term of this agreement is November 16, 2015 through November 30, 2015.
- Agreement – Shipley Construction & Plumbing (Item 6.30; December 8, 2105)
The District wishes to enter into an agreement with Shipley Construction & Plumbing to remove and replace existing drywall from 4 classrooms in the Liberal Arts building #30 and replace it with sound insulation and insulated sheetrock. This need was identified by the instructional staff for improved sound insulation between the classrooms. Initial sound and thermal insulation was installed over the summer, improving the sound transfer issues, but additional measures need to be taken in order to completely solve the problem.

Other Agreements

- Independent Contractor Agreement- Mojave Copy (item number 7.8, December 13, 2016)
Need: The CTE "Start Your Career" brochures are used throughout the Region as a marketing tool for counselors to encourage students to enroll in CTE Courses at Regional Community Colleges.
- Amended Agreement- Dr. Rogear Purnell-Mack, RP Group (Item number 7.11, December 13, 2016)
Need: To provide keynote speech and workshop presentations for the Region IX Student Equity Conference.
- Amended Agreement- CollegeNET (Item number 7.12, December 13, 2016)
Need: Compliance with AP 6330
- Agreement--Ellucian (Item number 7.14, December 13, 2016)

Need: The initial assessment of Colleague ERP configuration and operation shows that there are numerous gaps in both the setup of the Colleague application for optimal use and gaps in the organizational knowledge on how to use the Student Information System.

The Ellucian management team recommends the following areas be targeted for custom training to address the most urgent needs. This training should include a high level overview, similar to a usage audit, to identify areas where the Victor Valley College staff are not taking full advantage of installed capabilities. Training should consist of about 400 hours of total training in the following areas:

- Technical Support Team training
- Financial Aid Team training
- Admissions and Records Team training
- Fiscal Services (Accounts Receivable/Cash Receipts) training

- Agreement- RP Group – Dr. Rogear Purnell-Mack (Item number 6.15, November 8, 2016)
Need: To provide keynote speech and workshop presentations for the Region IX Student Equity Conference.
- Independent Contractor Agreement – Dr. Lindsey Malcom- Piqueux (Item Number 6.16, November 8, 2016)
Need: To provide a keynote speech and workshop presentation for the Region IX Student Equity Conference.
- Field Experience Agreement – Grand Canyon University (Item number 6.18, October 11, 2016)
Need: Developing and maintaining high quality services through which progressive learning experiences can be provided and increasing interaction between the academic faculty and field site staff for the best utilization of available teaching facilities and expertise.
- Agreement Renewal # 16/17-0103-San Bernardino County Superintendent of Schools. (Item number 5.12, July 12, 2016)
Need: This service is needed to help expedite daily delivery and pickup of the County's correspondence and materials as opposed to sending through the Postal Service.
- Agreement- CollegeNet, Inc. (Item number 5.30, July 12, 2016)
Need: Series 25 and associated components is a software system that provides campus-wide integration of academic and event scheduling; a fast, efficient bulk classroom optimization algorithm; a web-based master calendar; full class data integration with Student Information System via Datatel's bi-directional interface exclusively written and developed for CollegeNET's scheduling solution; and a one-of-a-kind decision support and reporting service for master planning
- Independent Contractor Agreement – Kelly Hall, PhD (Item 7.5; June 14, 2016)
In accordance with the California Community College Chancellor's Office Board of Governor's Work Force Task Force, Career Pathways are to be developed for K-12 to Community College, University, and Career for each dominant and emerging sector for each region.
- Agreement – Learn CPR 4 Life (Item 7.65; June 14, 2016)
To provide CPR and First Aid Training to Upward Bound staff during the 2016 Summer Academy.
- Professional Services Agreement – Nuventive, LLC (Item 7.69; June 14, 2016)
Data-driven planning is required by ACCJC standards I and II
- Memorandum of Understanding – Riverside Community College District Item 5.15; April 12, 2016)
The Regional CTE Faculty retreat will provide professional development for high school and community college faculty in the creation of viable Career Pathways, as well as build relationships between faculty and the regional KeyTalent. Workshops will provide pathway training, supporting curriculum alignment, professional development, increased engagement, clarification of the roles of each grant funded project, and networking.
- Independent Contractor Agreement – San Bernardino Community College District, EIOSB (Item 6.24; December 8, 2015)
The district desires to ratify, and it is recommended by the Superintendent/President, that the Board of Trustees ratify an Independent Contractor Agreement between Victor Valley Community College District and San

Bernardino Community College District (EIOSB) for the creation of an entrepreneurial certificate. The period of this agreement is October 15, 2015 to May 31, 2016.

- Independent Contractor Agreement – National Association for Community College Entrepreneurship (Item 7.7; January 12, 2016)

The National Association of Community Colleges for Entrepreneurship offers a professional development certificate program, based on a decade of research and outreach, for community college administrators and educators. Included are guidance and processes to amp up faculty to meet the entrepreneurship challenge, learn how to apply the entrepreneurial method to address changes on each campus, and to help facilitate campus conversation about how to support and grow entrepreneurship on campus and in the community.

- Independent Contractor Agreement – Mojave Copy (Item 7.11; January 12, 2016)

The CTE Program brochures are for use by Regional high school and community college counselors and students to research the CTE courses available at each of the Regional Community Colleges.

- Independent Contractor Agreement – California State University, Fresno Foundation (Item 7.23; January 12, 2016)

The Community College Entrepreneur Pathway (CCEP) supports community college faculty in the delivery of entrepreneurial education to students and aspiring entrepreneurs. By joining the CCEP, faculty receive and share curricula, classroom tools and cross-campus support to aid in the delivery of entrepreneurial knowledge and skills to their students. Membership in the CCEP is obtained by attending the three-day teaching workshop.

- Agreement – Execu-Sys, Ltd (Item 7.24; January 12, 2016)

District needs a resource for recruiting specialty trained professionals in data processing for employment vacancies.

- Agreement – Meltwater News US, Inc. (Item 7.27; January 12, 2016)

For use in the Marketing and Public Relations Department.

Library Agreements

- SirsiDynix Integrated Library System Renewal (Item 5.16 October 13, 2015)

The SirsiDynix integrated library system supports all daily functions of library services to students and provides all aspects of library technical operations.

- Library Online Databases Subscriptions (Item 5.10 April 14, 2015)

The library provides access to online database subscriptions to support academic research and student learning.

- Agreement - 3M Security System Renewal (Item 5.4 April 08, 2014)

The security and theft detection system provides protection from theft of library resources.